

DEVELOPMENT SERVICES

**Special Use Permit
Applicant's Letter**

Date: Tuesday, July 01, 2025

To:

Property Owner: CITY OF LEES SUMMIT

Email:

Property Owner: Sharon Bloom

Email: Sharon.Bloom@cityofls.net

Applicant: Dean Hart - Tusa Consulting

Email: dean.hart@tusaconsulting.com

Engineer/Surveyor: Lovelace & Associates LLC

Email: ACT&LovelaceAssociates.com

From: Grant White, Project Manager

Re:

Application Number: PL2025118

Application Type: Special Use Permit

Application Name: Telecommunications Monopole SUP – Joint Operations Facility

Location: 2 NE TUDOR RD, LEES SUMMIT, MO 64086

Schedule

Planning Commission Meeting: July 24, 2025 at 05:00 PM

City Council Public Hearing: September 02, 2025 at 06:00 PM

Excise Tax

On April 1, 1998, an excise tax on new development for road construction went into effect. This tax is levied based on the type of development and trips generated. If you require additional information about this development cost, as well as other permit costs and related fees, please contact the Development Services Department at (816) 969-1200.

Planning Commission and City Council Presentations

Presentations before the Planning Commission and City Council shall be (1) in electronic format or (2) reduced drawings for use on the document camera to display on the screen. Electronic presentations shall be on a laptop, CD-ROM, DVD, or flash drive. The City's presentation system can support Word, Excel, PowerPoint, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. The presentation(s) shall be submitted to Development Services Department staff no later than 4:00 pm on the Tuesday prior to the Planning Commission meeting.

Notice Requirements

1. Notification of Surrounding Property Owners.

- **Mail Notices.** The applicant must mail letter notices to all property owners within 300 feet from the boundaries of the property for which the application is being considered at least 15 days prior to the hearing. Sample notices are available. The notice must include:
 - time and place of hearing,
 - general description of the proposal,
 - location map of the property,
 - street address, or general street location
 - statement explaining that the public will have an opportunity to be heard
- **File Affidavit.** An affidavit must be filed with the Development Services Department prior to the public hearing certifying the notices have been sent. Provide a list of the property owners notified and a copy of the sent notice .

2. Notice Signs.

- **Post Sign.** The applicant shall post a sign on the premises, at least 15 days prior to the date of the hearing, informing the general public of the time and place of the public hearing. When revised plans are submitted, staff will prepare the sign and provide it to the applicant for posting.
- **Maintain Sign.** The applicant shall make a good faith effort to maintain the sign for at least the 15 days immediately preceding the date of the hearing, through the hearing, and through any continuances of the hearing. The sign shall be placed within 5 feet of the street right-of-way line in a central position on the property that is the subject of the hearing. The sign shall be readily visible to the public. If the property contains more than one street frontage, one sign shall be placed on each street frontage so as to face each of the streets abutting the land. The sign may be removed at the conclusion of the public hearing(s) and must be removed at the end of all proceedings on the application or upon withdrawal of the application.

3. **Neighborhood Meeting.** One neighborhood meeting is required for each application, which must occur within the initial 10 day review period and prior to re-submission of the application. More than one neighborhood meeting may be held on an application, at the option of the applicant

- **Timing and location:** Within two miles of the project site, Monday through Thursday, excluding holidays, and start between 6:00P.M. and 8:00 P.M. If location for the meeting is not available within [2] miles of the subject property. The applicant shall select a location outside this area that is reasonably close to these boundaries.
- **Notification:** Shall be mail or delivered to property owners within 300 feet of the project site. Mailed notices shall be postmarked at least seven days prior to the meeting. Hand deliveries must occur at least five (5) days prior to the meeting.
- **Notes:** The Applicant shall take sufficient notes at the neighborhood meeting to recall issues raised by the participants, in order to report on and discuss them at public hearings before City governmental bodies on the application. The notes shall be turned in with the application re-submittal.

Analysis of Special Use Permit:

Planning Review

Hector Soto Jr.
(816) 969-1238

Senior Planner
Hector.Soto@cityofls.net

Approved with Conditions

1. **SETBACKS.** The UDO requires new towers to maintain a minimum setback from all property lines a distance equal to the height of the tower as measured from the base of the structure to its highest point. The proposed monopole is 150' plus an additional 10' for a lightning rod, for a total height of 160'. The proposed tower location satisfies the minimum setback requirement from the north, east and west property lines, but does not meet the minimum setback from the south property line that is located approximately 60' away. Approval of a modification request to the

minimum setback requirement shall be required of the City Council as part of this application.

This comment is for informational and documentation purposes. No further response is required.

2. SEPARATION DISTANCES. The UDO requires new towers over 90' in height to be separated from any other telecommunications tower over 90' in height by a distance of at least one (1) mile. The proposed tower location is separated from a 200'-tall tower located at 1351 NW Ward Rd by a distance of approximately 0.93 miles (~4,926') and thus does not meet the minimum separation requirement. Approval of a modification request to the minimum separation requirement shall be required of the City Council as part of this application.

This comment is for informational and documentation purposes. No further response is required.

3. TOWER DESIGN. The UDO requires that a telecommunication tower be painted a neutral color approved by the City Council so as to reduce visual obtrusiveness. The proposed unpainted galvanized metal finish shall require City Council approval as part of the subject application.

This comment is for informational and documentation purposes. No further response is required.