

**The City of Lee's Summit**  
**Action Letter**  
**Planning Commission**

Thursday, March 24, 2022

5:00 PM

City Council Chambers and via videoconference

---

Notice is hereby given that the Planning Commission for the City of Lee's Summit will meet on Thursday, March 24, 2022, at 5:00 pm in the City Council Chambers at City Hall, 220 SE Green Street, Lee's Summit, Missouri, and via video conference as provided by Section 2-50 of the City of Lee's Summit Code of Ordinances, adopted by the City Council on June 15, 2021, Ordinance No. 9172.

Persons wishing to comment on any item of business on the agenda, including public testimony during a Public Hearing, via video conference may do so by sending a request prior to 5:00 p.m. on Wednesday, March 23, 2022, to the City Clerk at [clerk@cityofls.net](mailto:clerk@cityofls.net) to attend the meeting on the video conferencing platform. The City Clerk will provide instructions regarding how to attend by this method.

Call to Order

Roll Call

**Present:** 5 - Chairperson Donnie Funk  
Vice Chair Dana Arth  
Board Member Tanya Jana-Ford  
Board Member Cynda Rader  
Board Member Terry Trafton

**Absent:** 4 - Board Member Randy Benbrook  
Board Member Mark Kitchens  
Board Member Jake Loveless  
Board Member Chip Touzinsky

Approval of Agenda

Chairperson Funk announced that there were no changes to the agenda, and asked for a motion to approve.

A motion was made by Vice Chair Arth, seconded by Board Member Trafton, that this agenda be approved. The motion carried unanimously.

Public Comments

There were no public comments at the meeting.

Approval of Consent Agenda

[BILL NO.](#) An Ordinance accepting Final Plat entitled, "Town Centre, Lots 1A-1C and Tract  
[22-69](#) A", as a subdivision to the City of Lee's Summit, Missouri.  
(Note: First read by City Council on April 12, 2022. Passed by unanimous vote.)

Planning Commission

Action Letter

March 24, 2022

---

A motion was made by Vice Chair Arth, seconded by Board Member Trafton, that this application be recommended for approval to the City Council - Regular Session. The motion carried unanimously.

[2022-4820](#) Minutes of the March 17, 2022, Planning Commission meeting

A motion was made by Vice Chair Arth, seconded by Board Member Trafton, that the minutes be approved. The motion carried unanimously.

Public Hearings

[2022-4818](#) Public Hearing: Application #PL2022-018 - Preliminary Development Plan - Lee's Summit Fire Station #4, 5031 NE Lakewood Way; City of Lee's Summit, applicant.

(Note: This Public Hearing will be continued to a date certain of May 10, 2022.)

Chairperson Funk opened the hearing at 5:05 p.m. and asked those wishing to speak, or provide testimony, to stand and be sworn in.

Assistant Fire Chief Kevin McCaw of the Lee's Summit Fire Department introduced the project for replacement of Fire Station #4 that was approved through the August 2019 no-tax bond issue. He then turned the presentation over to Mr. Paul Michell of GLMV Architecture. Mr. Michell gave his address as 9229 SW Ward Pkwy, Suite 210, KCMO 64114.

Mr. Michell described the location of the property as just to the southeast of the intersection at Bowlin Rd and M-291 Hwy on the east side of Lakewood Way. This is a one-acre parcel. He had two items to bring to the Planning Commission's attention. The first one was a modification associated with the parking. The required set-back is twenty feet, due to the security of the lot and movement of the fire apparatus on the site, the front parking is over hanging by two feet. The applicant is looking for a modification to allow an eighteen foot set-back rather than the required twenty feet. There will be screening with landscaping. The second modification is in regards to the roof. The original PUD asked for a pitched, Spanish clay tile roof. That is not conducive to the large spans that are needed for the apparatus bays for the fire station. The building is two stories on the living quarters. There are some operational issues for the modern day fire station that the pitched roof line is not conducive to. The elevations show a good mix of natural materials that include brick, stone and fiber cement panels. To summarize, they are asking for a modification to the 20' parking lot setback and that the development shall be in accordance with the preliminary development plan that was submitted on February 21, 2022.

Following Mr. Paul Michell's presentation, Chairperson Funk asked for staff comments.

Mr. Shannon McGuire entered Exhibit (A), list of exhibits 1-13 into the record. The subject property is surrounded by CP-2 zoned properties. There is a vacant lot to the north, south is the Lakewood Animal Health Center and southeast is the Montessori School. Across Lakewood Way is a gas station. The PDP is to construct a 12,188 sf fire station. The proposed materials include the use of a conditional material. The UDO does not allow for administrative approval for this conditional material. The applicant also seeks modification to the front yard set-back on the parking lot. The proposed materials include brick, stone masonry with a rough textured finish, architectural metal panels, which is the conditional material that they are seeking approval for, and fiber cement panels. The parking lot is laid out based on the unique characteristics of a fire station and apparatus movement. The modification is for 2 feet. This is a minimal encroachment and staff is comfortable with the request. As a part of the previously approved PDP for the over-all development minimum design standards were established. Those standards included tile roofs. The design elements previously approved are not conducive to fire station operations. By proposing an updated design the applicant is

Planning Commission

Action Letter

March 24, 2022

---

attempting to meet the needs of the community while also achieving the goals established in the Comprehensive Plan. If it weren't for the design standards of the previously approved PDP and the use of the conditional material this could have been approved through a Final Development Plan. There are two conditions of approval: 1. A modification shall be granted to the minimum 20' parking lot setback from right-of-way, to allow for an 18' parking lot setback from NE Lakewood Way. 2. Development shall be in accordance with the preliminary development plan dated February 21, 2022. With the conditions of approval outlined here and in the staff letter the application does meet the requirements of the UDO and the design and construction manual.

Following Mr. McGuire's comments, Chairperson Funk asked if there was anyone present wishing to give testimony, either in support for or opposition to the application.

Hearing none, Chairperson Funk then asked if the Commission had questions for the applicant or staff.

Vice Chairperson Arth asked if the architectural aluminum wall panels fall within the material list that does not allow for administrative approval but must go to City Council. Mr. McGuire explained that it is a very limited use on this project but that the material is becoming more common. It is something that staff is looking to update to add to the UDO.

Mr. Trafton made a comment regarding the elevations. The north elevation is facing Bowlin Rd and has a recessive look. He indicated that he likes how the south elevation looks. Mr. Trafton asked if there was a sense of when the lot to the north would be developed. Mr. Michell replied that he did not know when that lot would be developed. He further explained that the north side of the fire station housed the service bays, mechanical rooms, electrical rooms and workout rooms for staff. Windows were kept off of that face. The east elevation provides windows to allow for light into that space. Providing privacy for the firefighters while working out in that space was deemed important by the fire department. Mr. Trafton asked if it was designed that way due to the fact that it would back up to another property. He commented that it is nice to have natural light coming in from all sides of the building. Mr. Michell explained that this is an occupiable space and it does have windows and doors to the east just outside of the workout room. There is natural light coming in over the apparatus space. There are also bunk rooms on the second floor that do have exterior exposure with windows. Mr. Trafton said that he is excited about the fire station and the modern facility. He indicated that it is much needed in that part of the city and thanked the applicant for their efforts.

Chairperson Funk had one question related to the setback. He wanted to clarify that the modification is for the setback only and not the number of parking spaces. Mr. McGuire said that the UDO does not establish a minimum number of parking stalls for a fire station. The applicant has proposed a standard that is in line with other fire stations. He went on to explain that the setback modification was very minimal. Mr. Michell described that the parking count is based on shift change. The incoming and outgoing staff being there at the same time.

Chairperson Funk asked if there were further questions for the applicant or staff. Hearing none, he closed the public hearing and asked for discussion or a motion from the Commission members.

Vice Chairperson Arth made a motion to recommend approval of Application PL2022-018 - PRELIMINARY DEVELOPMENT PLAN - Lee's Summit Fire Station #4, 5031 NE Lakewood Way; City of Lee's Summit, applicant. Board Member Trafton seconded.

Chairperson Funk asked if there was any discussion of the motion. Hearing none, he called for a vote.

Planning Commission

Action Letter

March 24, 2022

---

A motion was made by Vice Chair Arth, seconded by Board Member Trafton, that this application be recommended for approval to the City Council - Regular Session. The motion carried unanimously.

[TMP-2229](#)

An Ordinance approving a preliminary development plan for Lee's Summit Fire Station #4 on land located at 5031 NE Lakewood Way, all in accordance with the provisions of Chapter 33, the Unified Development Ordinance, of the Code of Ordinances for the City of Lee's Summit, Missouri.

Roundtable

Adjournment

**There being no further business, Chairperson Funk adjourned the meeting at 5:21 p.m.**

For your convenience, Planning Commission agendas, as well as videos of Planning Commission meetings, may be viewed on the City's Legislative Information Center website at "lsmo.legistar.com"