

Exterior Renovation Permit

Purpose and Intent

- A. **Statement of Intent and Purpose.** The design standards for the Downtown Core Area are intended to provide parameters for the physical appearance, structure and placement of buildings located in the areas defined herein, for commercial, mixed use, non-residential and multi-family residential development. The purpose of these design standards is to:
1. Promote development and redevelopment that are complementary and consistent with the character of existing structures.
 2. Foster reinvestment in and redevelopment of existing structures.
 3. Provide site plan and architectural standards to foster sustainable development, with an appreciation for the elements of scale and character of the historic buildings.
 4. Implement the Old Lee's Summit Downtown Master Plan (aka Old Lee's Summit Development Master Plan), a part of the Lee's Summit Comprehensive Plan, including recommendations for the Downtown Core Area, as defined therein.
- B. **Downtown Core Area.** The boundaries of the Downtown Core Area shall be those shown in the Downtown Master Development Plan adopted as a part of the Lee's Summit Comprehensive Plan on May 10, 2005. (See map on the following page and shown in Article 7 of the City's Unified Development Ordinance (UDO))
- C. **Streetscape.** When applicable the streetscape shall be consistent with the "Lee's Summit Downtown Improvements Street Reconstruction & Streetscape Plan".
- D. **Local Historic Districts.** Any conflict with this Division resulting from the voluntary establishment of a local historic district shall follow the requirements of the local historic district. Refer to Article 6, Division III, Historic Preservation Overlay District, of this Chapter.

When an Exterior Renovation Permit is Required

- A. **Exterior Renovation Permit.** An Exterior Renovation Permit is required for all exterior work in the Downtown Core Area when the Design Standards of UDO Article 7, Division VIII apply, and when the preliminary and final development plan review processes of Article 4 do not apply, and as otherwise provided herein. The applicability of the Design Standards is described in detail in UDO Sections 7.450(A) and 7.460(A).
1. **Requirements**
 - a. For example, an Exterior Renovation Permit shall be required prior to any rehabilitation, remodeling, or construction of a building addition, for any exterior work on any building located in the Downtown Core Area, as defined herein.
 - b. In addition, an Exterior Renovation Permit may be required for installation of new exterior fixtures, windows, doors, or lighting on any building located in the Commercial Core, as defined herein; provided, however, that an Exterior Renovation Permit is not required for general repair and maintenance of existing single and two family dwellings occupied as a residential use.

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- c. An Exterior Renovation Permit is not required for exterior painting, but consideration should be given to the color palette of the applicable period of the building and consistent with what is typically seen in the neighborhood.
 - d. An Exterior Renovation Permit is not required for interior remodeling, underground utility work, or maintenance and repair of public infrastructure.
 - e. An Exterior Renovation Permit is required for any work on a building listed in the National Register, for which tax credits are being requested and where the Secretary of the Interior's Standards for the Treatment of Historic Properties apply.
2. Applications for an Exterior Renovation Permit shall be made to the Development Services Department on a form provided by the Director. The Director shall review the application and issue a written decision based upon the provisions of this Division within ten (10) business days of the receipt of the application. For the purpose of this Permit, the Director's decision is deemed to have been served on the date it is personally delivered, or if mailed, the date that is three (3) days from the date that the decision is placed in the U.S. mail.
 3. If the Director disapproves an application for an Exterior Renovation Permit or otherwise fails to approve an application in the manner requested by the applicant, the applicant may appeal the Director's decision to the City Council by filing a written application for appeal with the City Clerk within twenty (20) business days of the date that the Director's decision is served. Upon receipt of any appeal filed pursuant to this section, the City Clerk shall schedule the appeal for the next available regular session meeting of the City Council, and provide notice to the applicant of the date, time and place that the appeal shall be heard. The applicant will have full opportunity to present evidence and testimony in support of the applicant's appeal. The hearing shall be conducted as a contested case under the provisions of Chapter 536 RSMo. The City Council shall render a decision at the end of the hearing of the appeal. If the City Council denies the appeal, it shall issue its written decision at the next scheduled regular session meeting of the City Council. The written decision shall include written findings of fact and conclusions of law. The decision of the City Council shall be final for purposes of appeal pursuant to Chapter 536, RSMo.

The review process

Pre-application conference – An administrative pre-application conference with Development Services Department staff is required prior to filing an application for Exterior Renovation Permit, and prior to beginning the work.

Application – An application shall be submitted along with architectural drawings including all building elevations with dimensions and a plot plan drawn to scale for review and analysis.

Additional submittals – An applicant shall also submit, with the application, photographs of other buildings within the same block along the street frontage with their respective plot plans in support of the placement of the new building within the neighborhood. Staff will field verify this support documentation and use it in the administrative review process. If further support documentation is requested by staff, it shall be the applicant's responsibility to provide such additional documentation.

Administrative review – The Director or his or her representative shall review the application and support documentation for conformance to these regulations, and for compatibility to existing residential structures and

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with the overall neighborhood character within the same block. The Director's determination shall be final, except that the Director's decision may be appealed to the Governing Body as further described below.

Appeal to Governing Body

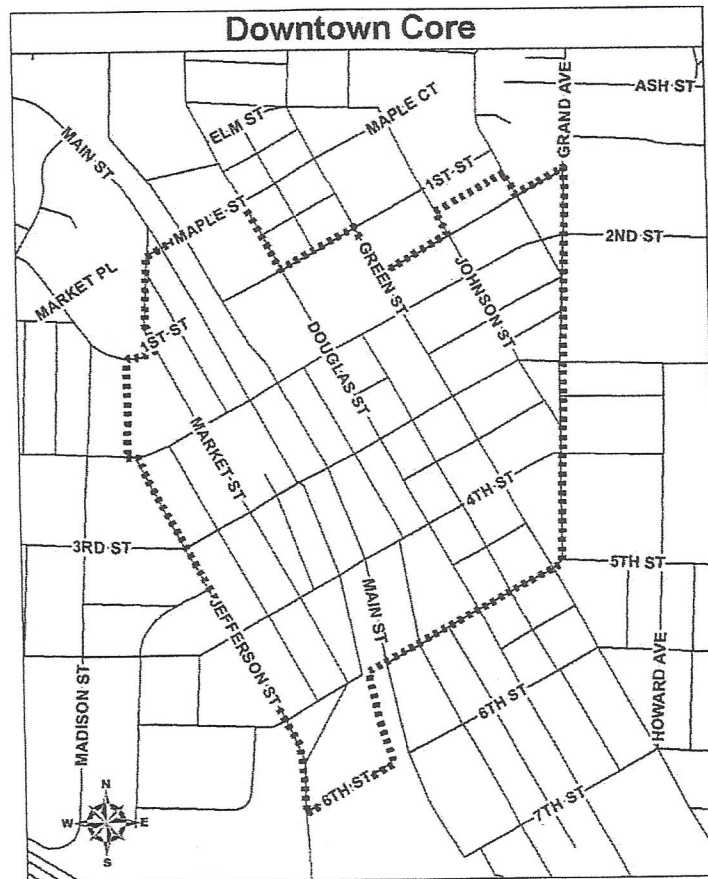
Appeals from the Director's decision shall be made in writing to the City Clerk and shall be forwarded to the Governing Body at their next reasonably available City Council meeting. The appeal shall include sufficient documentation to explain the reasons as to why the appeal is being taken and why the Director's decision should be overturned.

Downtown Design Standards

The Downtown Design Standards can be found in Article 7 of the City's Unified Development Ordinance (UDO) (page 27).

Link to Article 7 of the UDO: <http://cityofls.net/LinkClick.aspx?fileticket=oQE5nHBduLA%3d&tabid=807>

Downtown Core Area Map



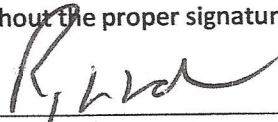
LS LEE'S SUMMIT MISSOURI

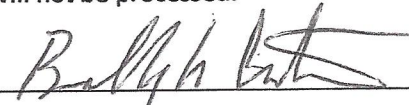
220 SE Green Street | Lee's Summit, MO 64063 | 816.969.1200 | 816.969.1201 Fax | www.cityofls.net/Development

Exterior Renovation Permit

1. PROJECT NAME / INTENT: MULTI-TENANT DUMPSTER ENCLOSURE
2. PROPERTY ADDRESS: 216-218 DOUGLAS ST.
3. ZONING OF PROPERTY: CBD
4. LEGAL DESCRIPTION (plat name and lot number): THE WESTERN 15 FEET OF:
LOT 6, BLOCK 3, CITY OF LEE'S SUMMIT
5. APPLICANT CULBERTSON PROPERTY MGMT PHONE 816 456 9823
CONTACT PERSON BRAD CULBERTSON FAX _____
ADDRESS 209 SW 3RD ST CITY/STATE/ZIP L.S. MO 64063
E-MAIL brad@carle.com
6. PROPERTY OWNER ROGER FENDER PHONE 816 590 0581
CONTACT PERSON JAME FAX _____
ADDRESS 519 SW 3RD ST CITY/STATE/ZIP L.S. MO 64063
E-MAIL _____
7. CONTRACTOR/OTHER _____ PHONE _____
CONTACT PERSON _____ FAX _____
ADDRESS _____ CITY/STATE/ZIP _____
E-MAIL _____
8. ENGINEER/SURVEYOR _____ PHONE _____
CONTACT PERSON _____ FAX _____
ADDRESS _____ CITY/STATE/ZIP _____
E-MAIL _____

All applications require the signature of the owner and the applicant, if the applicant is different. Applications without the proper signatures will be deemed incomplete and will not be processed.


PROPERTY OWNER


APPLICANT

Print name: Roger L. Fender

BRADLEY L. CULBERTSON

Date Filed: _____ Processed by: _____ Application # _____ - _____

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Ownership Affidavit Form

STATE OF MISSOURI)

ss.

COUNTY OF JACKSON)

Comes now ROGER L. FENDER (owner) who
being duly sworn upon his/her oath, does state that he/she is the owner of the property legally described as

THE WESTERN 15 FEET : LOT 6, BLOCK 3, CITY OF
LEE'S SUMMIT, FORMERLY TOWN OF STROTHER, IN LEE'S
SUMMIT, JACKSON COUNTY, MISSOURI

in the application for EXTERIOR RENOVATION PERMIT
(type of application, e.g., rezoning, exterior renovation permit, etc.).

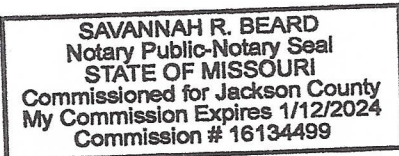
Owner acknowledges the submission of said application and understands that upon approval of the application the proposed use specified in the application will be a permitted use upon the subject property under the City of Lee's Summit Unified Development Ordinance.

Dated this 8th day of April, 2021.

R. L. Fender
Signature of Owner

Roger L. Fender
Printed Name

Subscribed and sworn to before me this 8th day of April, 2021



Savannah R. Beard
Notary Public

1/12/2024

My Commission Expires



LEE'S SUMMIT MISSOURI

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Exterior Renovation Permit

Description of Project: INSTALL 24 INCH HIGH PAVESTONE
RETAINING WALL WITH CONCRETE CAP TO
LEVEL WITH ALLEY. FABRICATION AND
INSTALLATION OF STEEL FRAME WITH TREX
COMPOSITE SIDING DUMPSTER ENCLOSURE.
(SEE ATTACHED)

Description of Neighboring Properties: PARKING LOT, DANCE STUDIO,
OFFICE, RESTAURANT

Additional Information: _____

APPROVAL of Exterior Renovation Permit # _____ - _____
by _____ Date _____

Subject to the following conditions: _____

DENIAL of Exterior Renovation Permit # 2021-005
by _____ Date 9-23-2021

Reasoning: _____
The proposed building materials (Trex composite siding) does not meet Sec. 8.440 E.2.f of the
Uniformed Development Ordinance.

