

# **UDO and City Code Amendments for Restructuring of the Design & Construction Manual**

Staff Presentation to City Council

June 9, 2020



**LEE'S SUMMIT**  
MISSOURI



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# Current DCM Structure

- **Legislative portions**
  - Process, applications, permits
  - 19 ordinances from 1992 to 2016
  - Amendments require Council action
- **Administrative portions**
  - Materials, methods, details, design criteria
  - Administrative amendments by staff

# Goal for DCM Restructuring

- Separate Legislative and Administrative functions
- Legislative functions → **UDO**
- Administrative functions → **DCM**
- Modernize and update all requirements and procedures
- Retain process for changes to materials, methods and details in DCM, keep design criteria in DCM
- Improve related requirements: security for public improvements and insurance

# Process for DCM Restructuring

1. Amend UDO & City Code to incorporate Legislative functions from DCM (process, applications, permits, insurance)
2. Amend DCM to cover only Administrative functions (materials, methods, details, design criteria)

# UDO Amendments

- Article 2 – Applications and Procedures
- Article 3 – Permits and Certificates of Occupancy
- Article 7 – Subdivisions
- Article 15 – Rules of Interpretations and Definitions

# Items moved to UDO from DCM

- Transferred or copied parts of the following sections from Section 1000 of the Design & Construction Manual (DCM) to various locations in the Unified Development Ordinance (UDO):
  - 1003 – Definitions to Art. 15
  - 1005 – Engineering Submittals to Art. 3
  - 1006 – Oil and Gas Wells and Undermined Areas to Art. 3
  - 1007 – Plan Approval to Art. 3
  - 1008 – Posting of Security for Subdivision Related Public Improvements to Art. 7
  - 1010 – Permits to Art. 3
  - 1011 – Fees to Art. 3
  - 1013 – Damages to Art. 3
  - 1014 – Safety to Art. 3
  - 1015 – Construction Commencement to Art. 3
  - 1016 – Hours of Work, Weekend or Holiday Work to Art. 3
  - 1017 – Traffic Control to Art. 3
  - 1018 – Changes in the Work to Art. 3
  - 1019 – Authority of City to Stop Work to Art. 3
  - 1020 – Work not Meeting Minimum Specifications to Art. 3
  - 1021 – Protection of Existing Facilities to Art. 3
  - 1022 – Site Clean Up to Art. 3
  - 1023 – Restoration of Property to Art. 3
  - 1024 – Record Drawings to Art. 3
  - 1025 – Bonds to Art. 3
  - 1026 – Partial Acceptance of Work to Art. 3
  - 1027 – Substantial Completion and Final Acceptance to Art. 3

# Items added to UDO

- Added the following new requirements to various locations in the UDO:
  - Security requirements for plat approval
  - Street classifications, design speeds and ADTs for engineering plans
  - ArcGIS requirements for engineering plans / record drawings
  - Timeframe for site development permit expiration
  - Pre-construction submittals
  - Pre-construction meeting / conferences
  - Site abandonment
  - Letters of authorization from MDNR
  - Video inspections of infrastructure by the City
  - Submittal of engineer's as-built survey notes and inspection records, upon request
- The following are revisions of relative importance:
  - Security requirements for plat approval
  - Further defined design report requirements
  - Revised the wording for notification from the contractor prior to construction commencement (removed 48 hour notice and added pre-construction meeting)
  - Clarified that as-graded plans need to include detention basins
  - Revised the timeframe for completing a Punch List from 90 to 30 days

# Other Code Improvements

- Enhanced security for completion of public improvements in UDO Article 7
- Standard Insurance and Indemnification Requirements
  - Unify and streamline all insurance requirements in City Code § 26-211
  - Delegation of authority to Staff to establish insurance requirements, update as needed
- Payments in lieu of sidewalk construction
- Chapter 22.5 process for DCM amendments

# One Ordinance

1. Amend UDO
2. Amend Chapter 26 for Standard Insurance and Indemnification Requirements
3. Amend DCM to extract items that move to the UDO/City Code
4. Amend Chapter 22.5