



INDEPENDENCE

★ **COMMUNITY DEVELOPMENT** ★

DEVELOPMENT SERVICES DIVISION

City of
Independence
Multifamily
Development
Process

Planning Commission April 12th
2022

Types of Residential Developments

• R-1

R-2,R-4

R-6

R-12

R-18/PUD

R-30/PUD



Focusing in on a R-18 and R-30/PUD

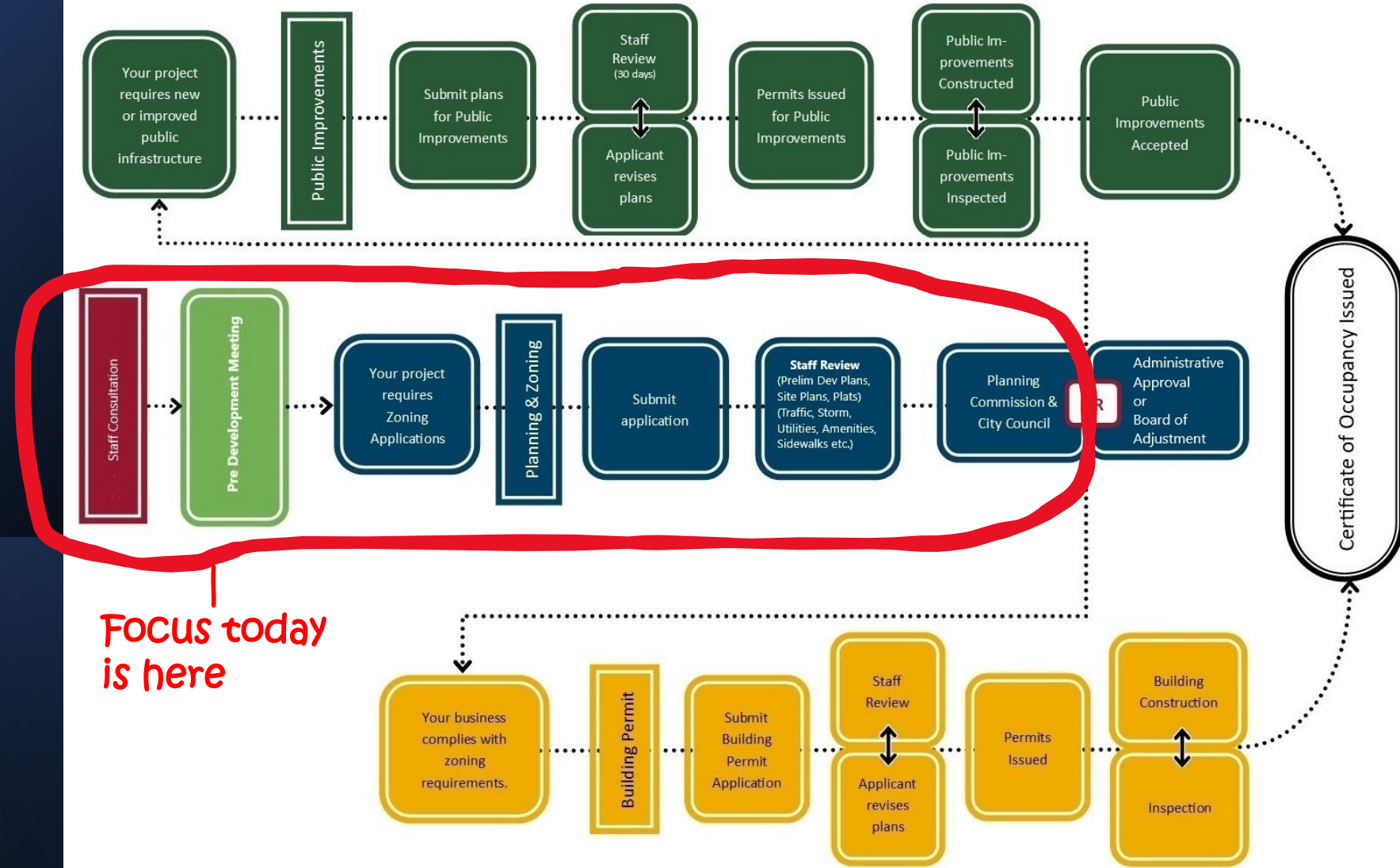
What is a PUD?

A Planned Unit Development is a project that requires a preliminary and final development plan that may not be subject to standard zoning requirements, but instead proposes plans and criteria that determine common areas, amenities, building guidelines and other potential mixed uses.

A Planned Unit Development (PUD) is intended to:

- Ensure development that is consistent with the Comprehensive Plan
- Ensure that development can be conveniently, efficiently, and economically served by existing and planned utilities.
- Allows flexible designs that result in greater public benefits than could be achieved using conventional zoning district regulations.
- Preserves natural, historical or cultural resources.
- Promotes attractive and functional residential, non-residential, and mixed-use developments compatible with the surrounding areas. (14-902)

Development Review Flowchart



Focus today is here

City Website

- City Departments
- Community Development
 - Development Services
 - Pre-Development Meetings
 - Planning Commission
 - Board of Adjustment
 - Citizen Information Guides
 - License Surcharge
 - Capital Improvements
 - Mapping and Addressing
 - Zoning Lookup
 - Forms, Permits and Applications
 - Engineering Resources

Pre-Development Meeting

Over 20 staff are invited to the pre-development meeting to discuss with the applicant and their engineer the project concept plan. Staff includes representatives from the following departments:

- Municipal Services Sanitary Sewer
- Municipal Services Storm Sewers
- Municipal Services Street and Traffic
- Municipal Services Environmental
- Water Department
- Independence Power and Light
- Independence Fire Department
- Health Department
- Community Development Building Inspections
- Community Development Planning Staff
- Community Development Engineering Staff
- Community Development Historical Preservation



Application Submittal Multifamily R18/PUD

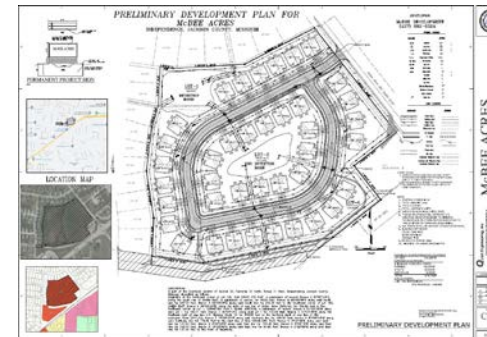
The image shows a 'Planning & Zoning Application Form' from Independence, MO. The form is tilted and contains several sections with checkboxes and input fields. Key sections include: 'Application Type' (with checkboxes for Preliminary Plan, Final Site Plan, etc.), 'Project Information' (Project Name, Address, etc.), 'Site Information' (Site Description, Zoning, etc.), 'Owner' (Name, Address, etc.), and 'Applicant' (Name, Address, etc.). There are also sections for 'City Council' and 'City Council Date'. The form is a standard application form for zoning and planning purposes.

- Planned Unit Developments (PUD) are processed with a Rezoning application following Section 14-701-02-D of the UDO and concurrently with a Preliminary Development Plan application.
- Following Section 14-703 of the UDO, applications must be submitted with a statement from the owner explaining why the PUD would be in the public's interest and how it would be consistent with the objectives of the PUD Municipal Code.
- All the standards of the UDO apply to development within a PUD district except as authorized by and approved as part of a PUD plan in accordance with the Section 14-703.
- PUD Preliminary and Final Development Plans must be approved before issuance of any building or construction permits.

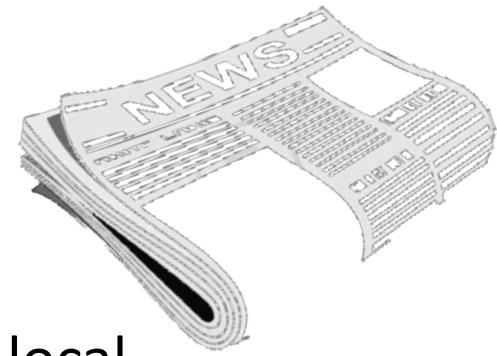
Staff Review

Contents of the Preliminary Development Plan is outlined in Section 14-703-05-B of the UDO but in summary includes the following:

- Maps and drawings of the site and intersecting streets
- Legal descriptions of property boundaries
- Drawings showing existing utilities with easements
- Location of building with elevations and materials
- Number of dwelling units and capacity of off-street parking
- Applicable studies including traffic impact studies and stormwater management plans
- Modifications or additions to the existing street network, drive entrances and pedestrian connectivity.
- Location of open spaces, amenities, common areas
- Landscaping plans
- Proposed ownership of dwellings, and location of all public and private facilities.
- Development phasing plan.
- Any impacts to historical, cultural or environmentally sensitive areas.



Public Notice



City:

Per Section 14-700-08 of the UDO, Public Notices must be placed in a local newspaper of general circulation not less than 15 calendar days prior to a public meeting.

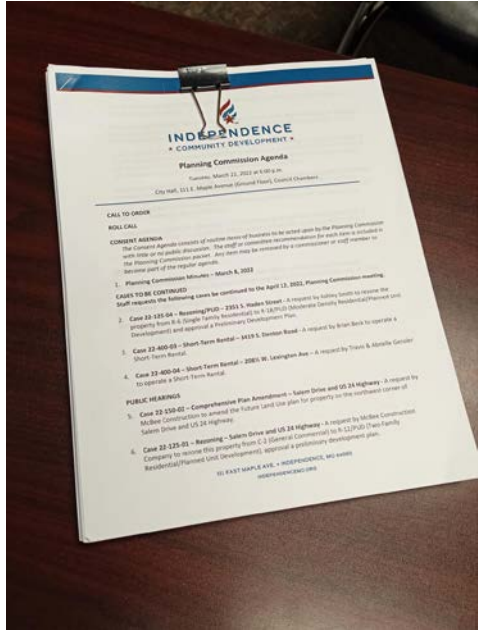
Applicant:

Must mail notices to last known recorded property owners within 185 feet of property under consideration with description of the proposal, the time and place of the hearing.

Signs must be posted on the property requiring the public hearing with the time and place of the public hearing. Signs are furnished by the City.

- * For PUD projects neighborhood meetings are not required but highly encouraged by staff (14-705-04-C).

Packets Provided to Planning Commission



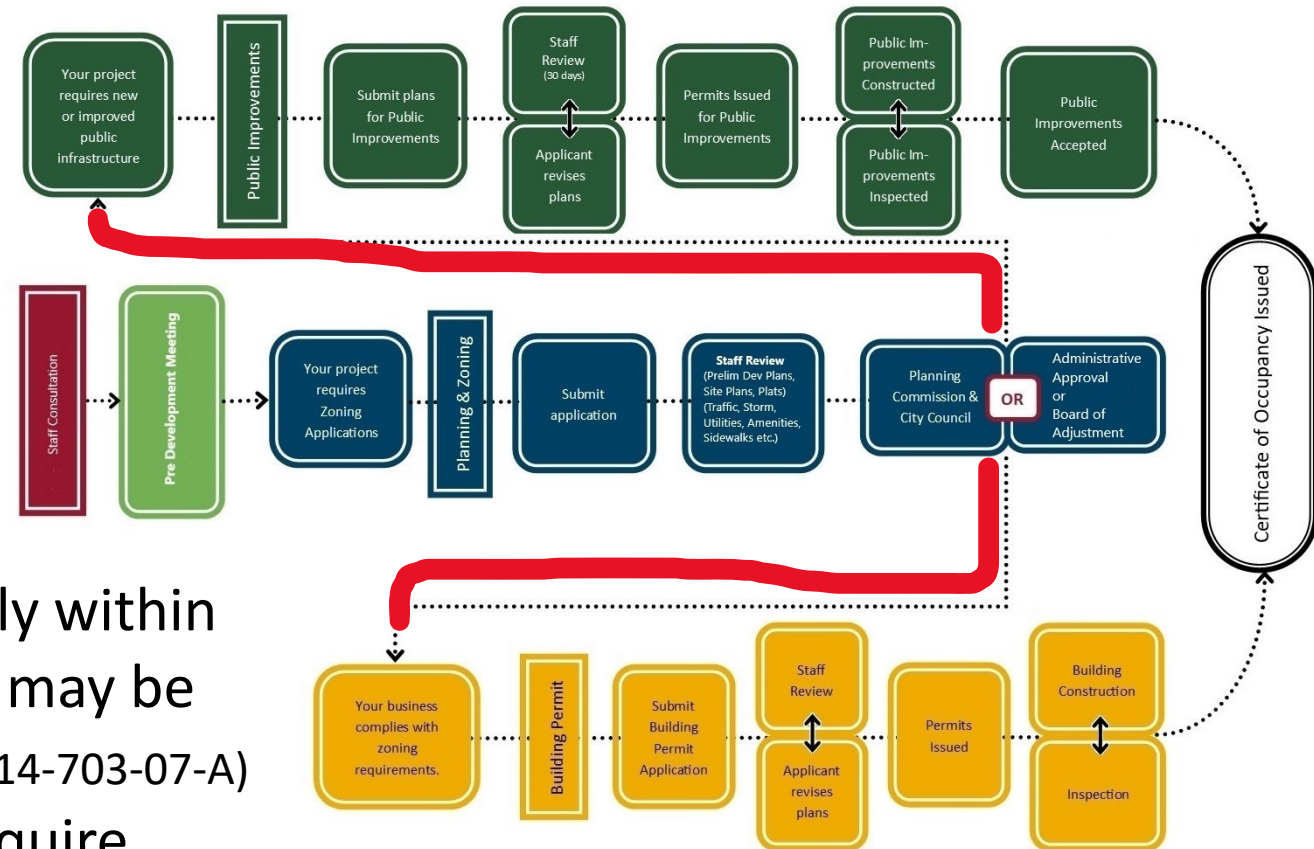
- Staff provides reports and recommendations to the Planning Commission along with all applicable documentation, plans and studies.
- Planning Commission must make a recommendation to City Council regarding the approval, approval with modifications, or denial of the subject application.
- Review Criteria for a Planned Unit Development is based on Section 14-703-05-H of the UDO.

Review Criteria

1. The consistency with the Comprehensive *Plan*;
2. The consistency with the PUD standards of Section 14-902, including the statement of purpose;
3. The nature and extent of common open space in the PUD;
4. The reliability of the proposals for maintenance and conservation of common open space;
5. The adequacy or inadequacy of the amount and function of common open space in terms of the densities and dwelling types proposed in the *plan*;
6. The extent to which the proposed use will adversely affect the capacity of safety portions of the street network or present parking problems in the vicinity of the property. Whether adequate provision for public services, provides adequate control over vehicular traffic, and furthers the amenities of light and air, recreation and visual enjoyment;
7. The extent to which the proposed use will have a substantially adverse effect on adjacent property and the *development* or conservation of the neighborhood area;
8. Whether potential adverse impacts have been mitigated to the maximum practical extent;
9. Whether the preliminary *development plan* represents such a unique *development* proposal that it could not have accomplished through use of (non-PUD) conventional zoning regulations; and
10. The sufficiency of the terms and conditions proposed to protect the interest of the public and the residents of the PUD in the case of a *plan* that proposes *development* over a period of years.

Post Council Approval

Development Review Flowchart



- Preliminary Development Plan approval is valid for 24 months (14-703-05-K)
- **Detailed engineering drawings are submitted**
- **Detailed building plans are submitted**
- Final Development Plans are Submitted for approval and final Plat recorded

- ❖ Minor changes, typically within 10% of proposed plan, may be approved by Director (14-703-07-A)
- ❖ Major changes shall require submittal of a new Preliminary Development Plan (14-703-07-B)

Comparative Cities

City of Liberty MO

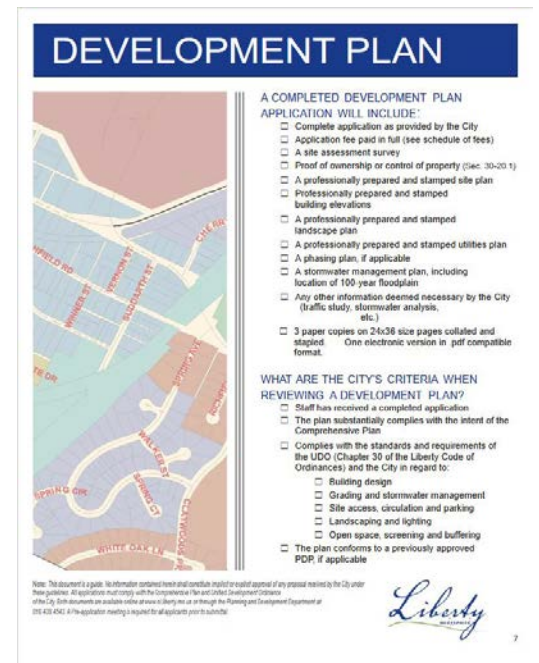
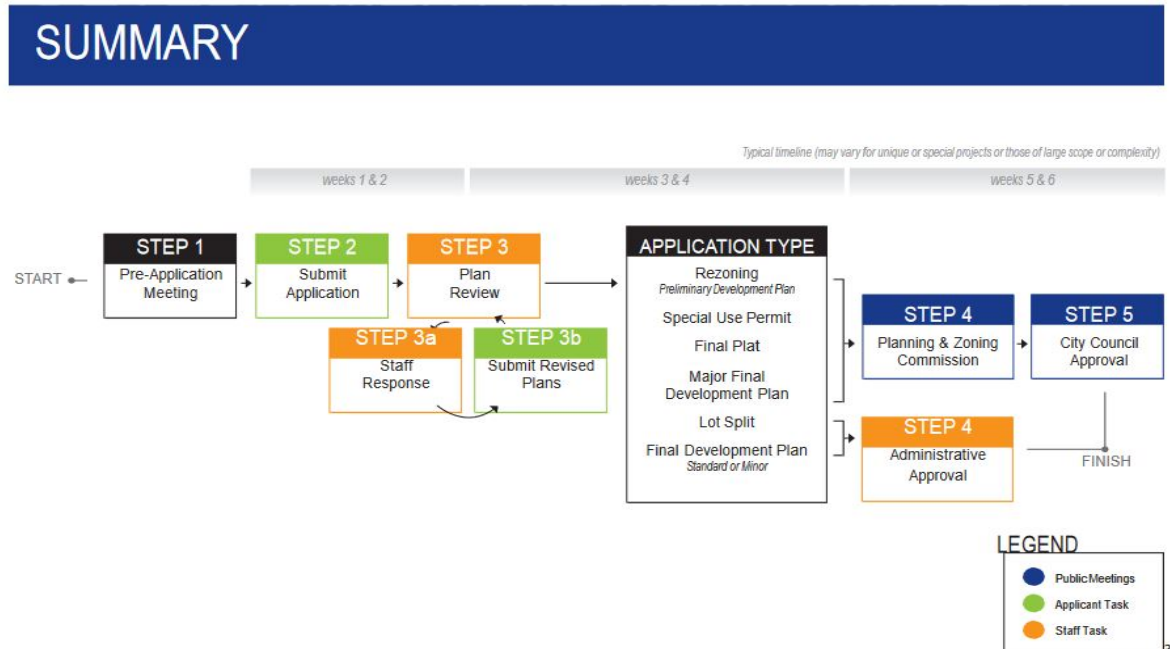
Zoning districts include:

R-5 - Multi Family Dwellings

R-6 - Low Rise Apartments

R-7 - High Rise Apartment

District PD - Planned Development District (Preliminary Development Plan)



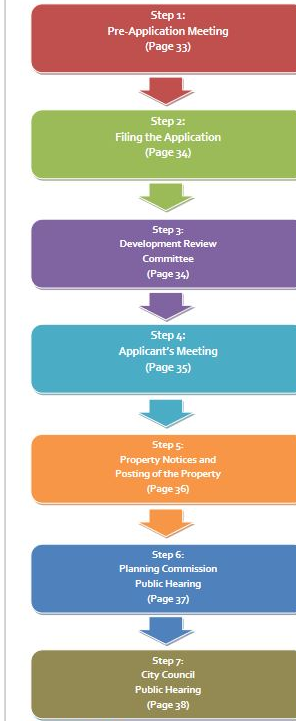
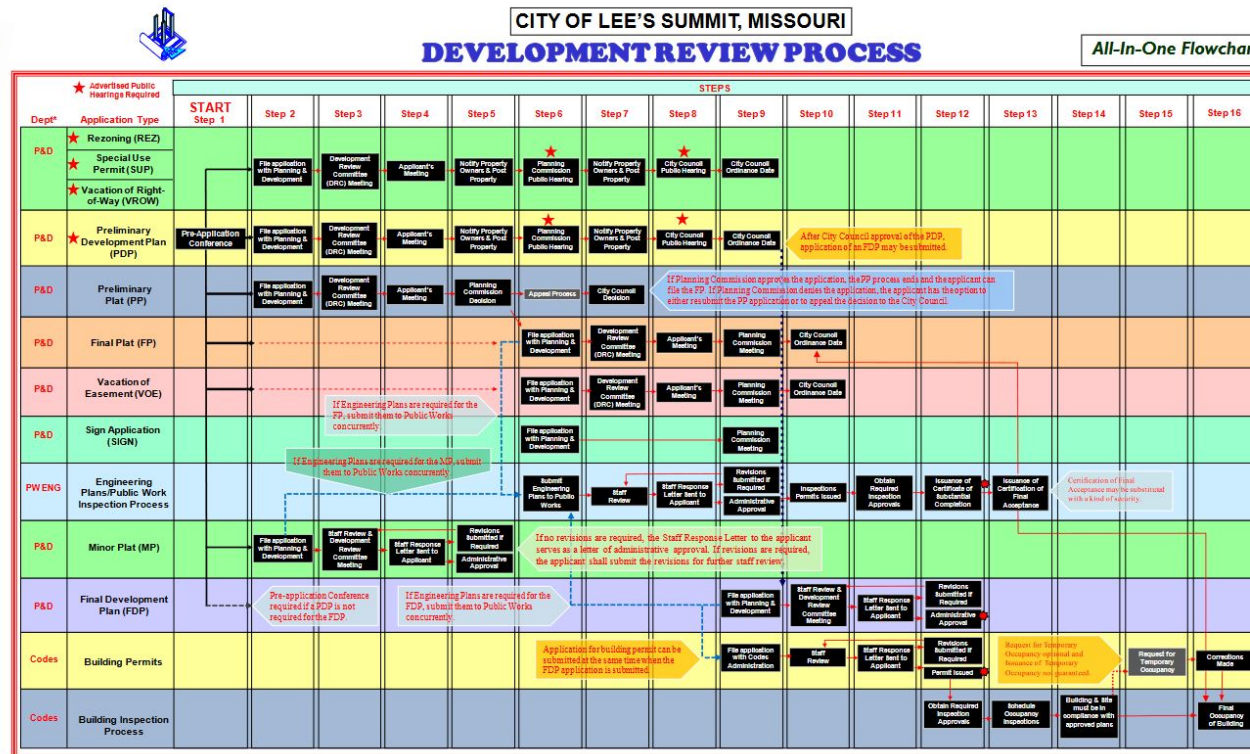
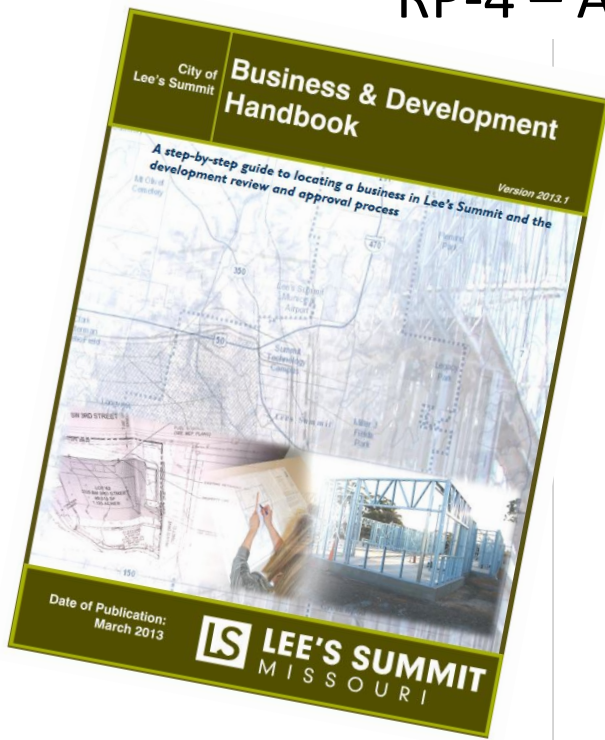
Comparative Cities

City of Lee's Summit MO

Zoning districts include:

RP-3 – Medium Density (Preliminary Development Plan)

RP-4 – Apartment District (Preliminary Development Plan)



Chapter 2:
Rezoning
(UDO Article 4, Division IV)
[Web access http://cityofls.net/DevelopmentZoning/Unified-Development-Ordinance.aspx](http://cityofls.net/DevelopmentZoning/Unified-Development-Ordinance.aspx)

Special Note: Most rezoning applications require a Preliminary Development Plan (PDP) and, when required, the rezoning and PDP become one combined application, instead of two separate applications.

*Department listed for each type is intended only as a point of contact for additional information.
 P&D – Planning and Development Department; 969-1600
 PW&ENG – Engineering Division, Public Works Department; 969-1800
 Codes – Code Administration Department; 969-1200
 Building Permit will not be issued until completion of the steps above and with the permit.
 DEPARTMENT OF PLANNING & DEVELOPMENT
 City of Lee's Summit
 (January 8, 2013)

Comparative Cities

City of Blue Springs MO

Zoning districts include:

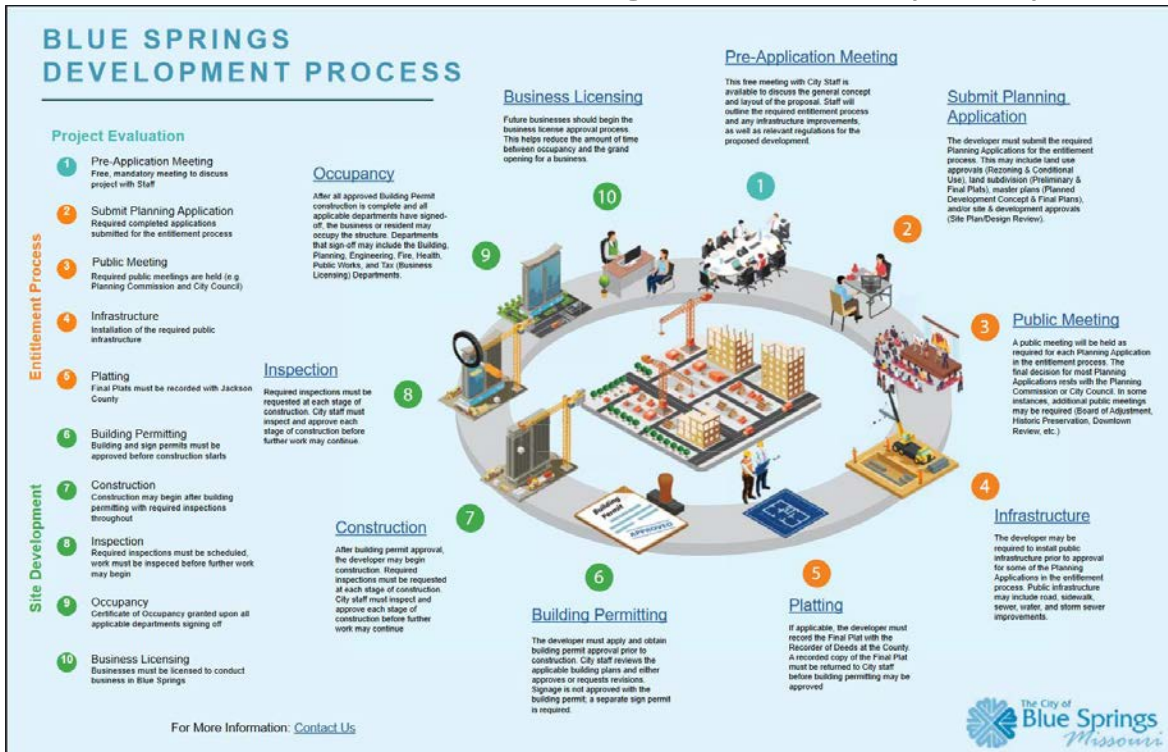
MF-10 - Multi Family Low Density (Planned Development Concept)

MF-14 – Multi Family Moderate Density (Planned Development Concept)

MF-18 – Multi Family High Density 4 stories or more (Planned Development Concept)

NL- Neighborhood Limited District Moderate Density Mixed Housing

NO- Neighborhood Open Space Multi Unit Mixed Housing



The City of Blue Springs Missouri
PRE-APPLICATION FORM
903 W Main Street, Blue Springs, MO | 816.228.0207
development@cityofbluesprings.com

OFFICE USE ONLY - Updated 03-24-21

PROJECT: _____
MEETING DATE: _____
MEETING TIME: _____
LOCATION: _____
PLANNER: _____

PROJECT LOCATION INFORMATION

Project Name: _____
Project Address (Parcel ID if no Address Assigned or Multiple Address): _____
Legal Description (attach as a separate page if too large): _____

APPLICANT INFORMATION

Name of Applicant: _____ Company: _____ Phone: _____ Email Address: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Applicant Signature: _____ Date: _____

REQUIRED DOCUMENTS CHECKLIST

REQUIREMENT	DESCRIPTION	NUMBER
<input type="checkbox"/> Project Location Information	Provides the Project Address and/or Parcel ID.	1 set
<input type="checkbox"/> Plans Set	A PDF set of scaled drawings showing the full plan. A PDF set of reduced full plans on 8.5" x 11"	1 set
<input type="checkbox"/> Project Description	Written description concerning the scope of the proposed project. Use the space provided below. Provide a separate sheet if more space is required.	1 set

Project Description:

PLEASE NOTE THE FOLLOWING:
COMPLETE APPLICATIONS WITH ATTACHMENTS MUST BE SUBMITTED NO LATER THAN 4:00 PM ON THE FRIDAY PRIOR TO THE DESIRED THURSDAY MEETING.
- There are only enough time slots to schedule 3-4 applicants on a first come first serve basis;
- Meetings are generally held on Thursday afternoons at Blue Springs City Hall.

The City of Blue Springs Missouri
Planning Application
903 W Main Street, Blue Springs, MO | 816-228-0207
development@cityofbluesprings.com

OFFICE USE ONLY - Updated 10-17-2020

CASE #: _____
PL MEETING: _____
CC MEETING: _____
SQA MEETING: _____
NEWSPAPER: _____
NOTICE LETTERS: _____
PLANNER: _____

PROJECT LOCATION INFORMATION (separate applications required if project boundaries differ)

Project Name: _____
Project Address (Parcel ID if no Address Assigned or Multiple Address): _____
Legal Description (attach as a separate page if too large): _____
Proposed Zoning: _____
Proposed Land Use: _____
Total Acreage: _____
of Proposed Lots: _____

APPLICATION (check all that apply)

LAND USE
 Conditional Use
 Rezone
 General Development Plan
 Appearance Review
 Site Plan/Design Review (SPDR)

LAND SUBDIVISION
 Preliminary Plat
 Final Plat
 Administrative Plat

PLANNING
 PD Concept Plan
 PD Final Plan
 PD Concept Plan-Amended
 PD Final Plan-Amended
 Redevelopment Modification Plan

SIGNAGE
 Master Sign Plan
 Administrative Sign Plan
 Appret for Mixed Sign Adjustment

OTHERS
 PD Concept Plan-Amended
 Redevelopment Modification Plan
 Variance
 Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant: _____ Company: _____ Phone: _____ Email Address: _____
Address: _____ City: _____ State: _____ Zip Code: _____
I agree to allow the City of Blue Springs to copy and distribute all submitted project plans, materials, and information and post on the official City of Blue Springs website as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all LOC requirements unless specifically stated otherwise in an attached note. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X Applicant Signature: _____ Date: _____
Name of Property Owner: _____ Company: _____ Phone: _____ Email Address: _____
Address: _____ City: _____ State: _____ Zip Code: _____
I certify, under penalty of perjury, that in applying for this application, I am the owner of this property and that the statements herein and all information herein submitted are, to the best of my knowledge and belief, true and correct, to the extent of my personal knowledge, all authorized signatories of this application, I warrant and agree to enter into the subject property to correct errors and other information in order to accurately prepare records or other documentation for the City of Blue Springs, Board & Commissioners, and City Staff. Additionally, I agree that the Applicant and the Property Owner are jointly and severally liable to pay the City of Blue Springs all applicable fees and costs required for the project approval process.

X Property Owner Signature: _____ Date: _____

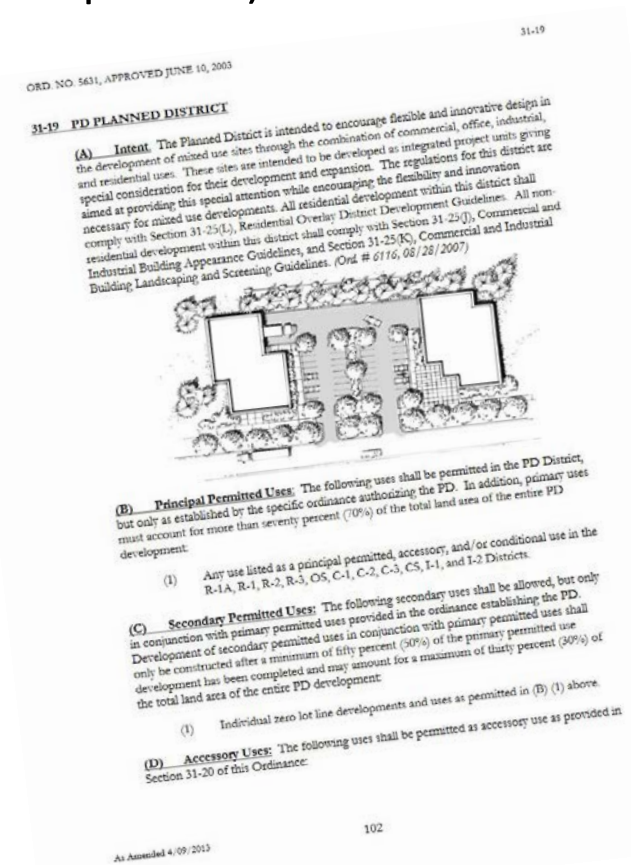
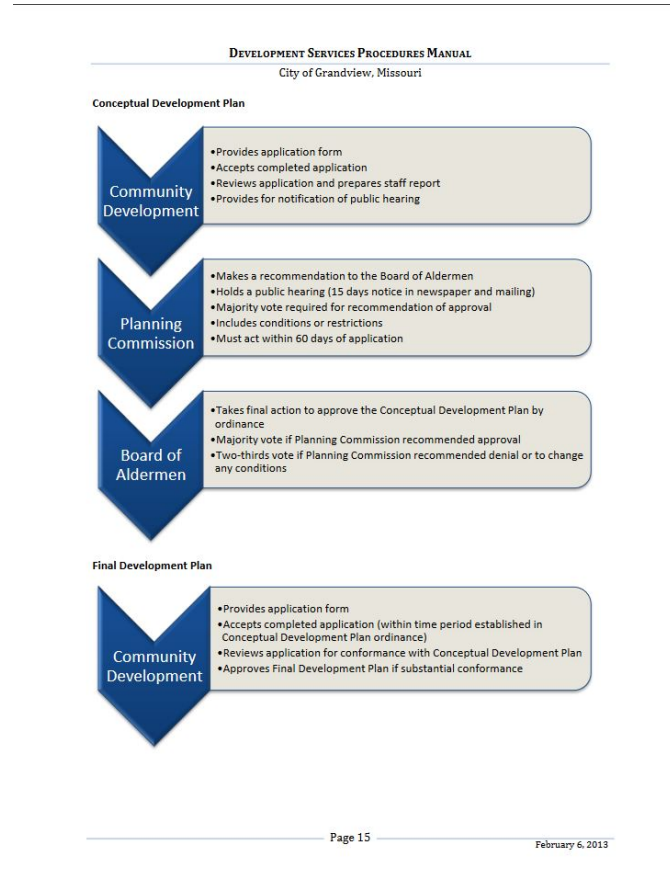
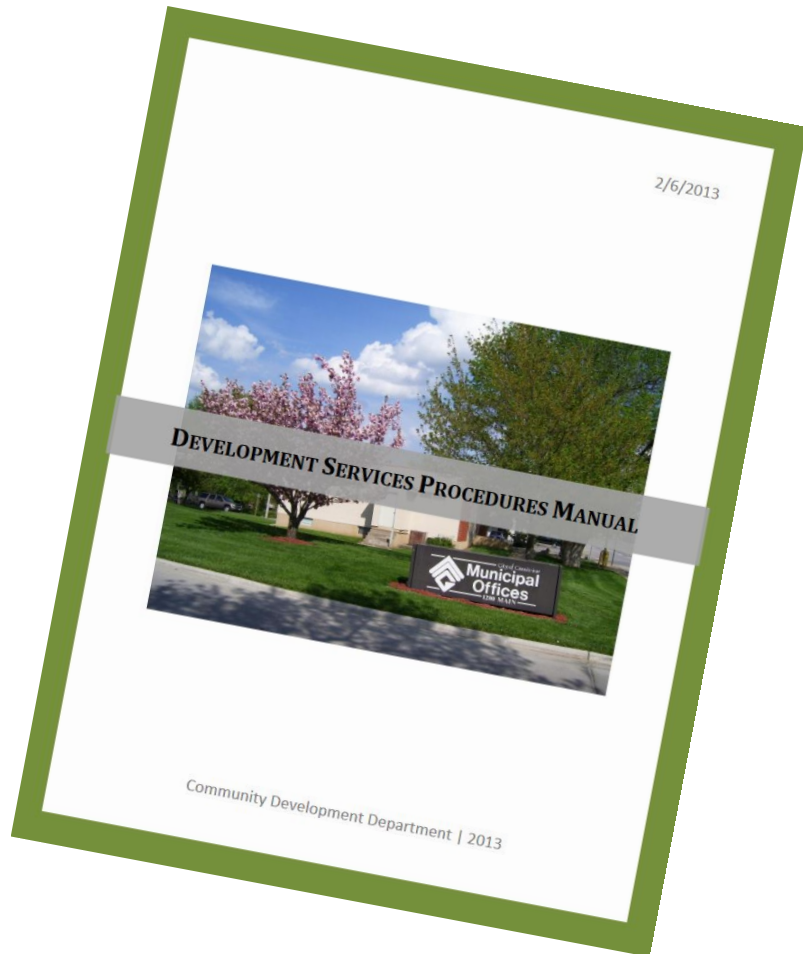
Comparative Cities

City of Grandview MO

Zoning districts include:

R-3 - Multi Family Residential District (Site Plan with Residential Overlay District Standards)

PD – Planned District (Used for Residential and Mixed-Use Developments)
(Conceptual Development Plan)



Summary

1. For process to work, we must have good communication with applicant and Planning staff.
2. Planning staff must have good communication with representatives from all applicable City departments.
3. Challenges for approval of multi-family developments can be traffic, utilities, stormwater, cooperation with other jurisdictions, and public input.
4. Most neighboring cities have very similar development plan processes.
5. Although multi-family “districts” may differ in neighboring city’s, higher density residential projects are approved in much the same way as Independence.