



**To:** Planning and Zoning Commission  
**From:** City Staff  
**Date:** October 5, 2021  
**Re:** Case #21028 - Hawk Ridge Park West Site Plan

## GENERAL INFORMATION

**Applicant/  
Property Owner:** City of Raymore  
**Requested Action:** Site plan approval for Hawk Ridge Park West  
**Property Location:** Northern terminus of Laurus Dr.





**Aerial Photograph:**



**Property Photographs:**



(View from Laurus Dr. looking east)





(View from Laurus Dr. looking West)



(View from Laurus Dr. looking North)

**Existing Zoning:**

**“PR” Parks, Recreation and Public Use District**



**Existing Surrounding Uses:**

**North: Undeveloped**  
**South: Single Family Residential**  
**East: Single Family Residential**  
**West: Single Family Residential**

**Total Tract Size:** 79 Acres

**Subdivision Plat:** This area is located on an unplatted tract of land.

**Growth Management Plan:** The Future Land Use Plan Map contained in the Growth Management Plan identifies this property as appropriate for parks, and/or open space.

**Major Street Plan:** The Major Thoroughfare Plan Map contained in the Growth Management Plan has Johnston Parkway classified as a minor collector. Sunset Lane, which will be extended in the future, is also classified as a minor collector.

**Advertisement:** City Ordinance does not require advertisement for Site Plans.

**Public Hearing:** City Ordinance does not require a public hearing for Site Plans.



## PROPOSAL

Outline of Requested Action: The applicant seeks to obtain site plan approval for Hawk Ridge Park West improvements. A parking lot; portable restroom facilities with roof enclosure; walking trails, and a one-way access road (from the existing Hawk Ridge Park parking lot off Johnston Drive flowing west to Laurus Drive) with two attached parking areas are proposed in the site plan.

## SITE PLAN REQUIREMENTS AND STANDARDS

In order for the applicant to accomplish the aforementioned action, they must meet the provisions of the Unified Development Code. Chapter 470 of the Unified Development Code outlines the requirements and actions that need to be taken in order to site plan property, specifically Section 470.160.

### Section 470.160 Site Plan Review

#### A. Purpose

The City of Raymore recognizes that the nature of land development creates the potential for traffic congestion, overcrowding, adverse visual and environmental impacts, and health problems. The City strives to promote growth in Raymore while stabilizing the established residential character of the area. Site plan review regulates the development of structures and sites in a manner that takes into consideration the following considerations:

1. the balancing of landowners' rights to use their land, with the corresponding rights of neighboring landowners, residents and the general public, to live without undue disturbances (e.g., noise, smoke, vibration, fumes, dust, odor, glare, stormwater runoff, etc.);
2. the convenience and safety of vehicular and pedestrian movement within the site and in relation to adjacent areas or roads;
3. the adequacy of waste disposal methods and protection from pollution of surface or groundwater;
4. the protection of historic and environmental features on the site under review and in adjacent areas;
5. the stability of the built environment, particularly residential neighborhoods, by promoting urban development which is compatible with clearly identified natural resources; and
6. the adequacy of provisions for resulting additional system demands which may be imposed by the development upon roads and streets, water supply and storage, storm sewerage, and sanitary sewerage and wastewater treatment and the consistency of the development with the City's Growth Management Plan.

#### B. Applicability

1. All applications for building permits for developments in the multi-family, commercial and industrial zoning districts are subject to site plan review in accordance with this section. All nonresidential uses in residential districts require site plan review.
2. No building permit will be issued without being granted site plan approval when it is required by this subsection.

C. Application

Applications for site plan review may be obtained from the Development Services Director. The application must be completed in its entirety in accordance with Section 470.010C and filed with the Development Services Director. The applicant must submit copies in accordance with the submission schedule regularly adopted by the Planning and Zoning Commission.

D. Procedure

1. Development Services Director Action

- a. All site plans will be reviewed by the Development Services Director.
- b. The Development Services Director has the authority to take final action (approve, conditionally approve or deny) on applications for:
  - (1) developments that have an approved site plan on file where the application proposes to expand the existing use by less than 10 percent or 5,000 square feet, whichever is less; or
  - (2) developments that have an approved site plan on file where the application proposes to modify signage, parking, landscaping or other minor features and the proposed modifications will be in compliance with all requirements of this Code.
- c. The Development Services Director must complete the review within 20 days of receiving a complete application.

2. Planning and Zoning Commission Action

With the exception of those cases identified in paragraph 1 above, all other applications for site plan review will be reviewed by the Development Services Director, and forwarded to the Planning and Zoning Commission for review and action. The Commission has the authority to take final action, and may approve, approve with conditions or disapprove the application.

3. Conditions of Approval

In approving a site plan, the Planning and Zoning Commission or, when applicable the Development Services Director, may impose reasonable conditions, safeguards and restrictions upon the applicant and the premises.

E. Findings of Fact

1. In order to be approved, the Development Services Director or Planning and Zoning Commission must find that the following conditions are met:
  - a. the plan complies with all applicable standards of this code and all other applicable City ordinances and policies;



- b. the plan does not conflict with the adopted plans of the City of Raymore or the purpose and intent of this code;
- c. the proposed use is allowed in the district in which it is located;
- d. vehicular ingress and egress to and from the site, and circulation within the site provides for safe, efficient, and convenient movement not only within the site but also on adjacent roadways;
- e. the plan provides for safe, efficient, and convenient movement of pedestrians on and to the site;
- f. the arrangement of structures and buildings on the site allows for efficient use of the land, is compatible with development on adjacent property, and minimizes potential adverse impacts on existing or planned municipal infrastructure and services;
- g. open space and natural features on the site are arranged in such a way that unique natural resources are preserved and creates a desirable and functional environment for site users;
- h. the plan avoids unnecessary or unreasonable alterations to existing topography, preserves existing healthy, mature trees and woodlands, and designs drainage facilities to promote the use and preservation of natural watercourses;
- i. provides adequate parking for the use, including logical and safe parking and circulation;
- j. provides landscaping and screening as required by this code that creates logical transitions to adjoining uses, screens incompatible uses, minimizes the visual impact of the development on adjacent roads and properties, and utilizes native plant materials selected to withstand the local climate and individual site microclimates; and
- k. includes site illumination that has been designed and located to minimize adverse impacts on adjacent properties.

F. Effect of Approval

If the Planning and Zoning Commission or, when applicable, the Development Services Director approves a site plan, it will be considered permission to prepare and submit a building permit application that complies with the approved site plan and conditions of approval.

G. Appeals

1. The applicant may appeal the decision of the Development Services Director to the Planning and Zoning Commission.
  - a. The applicant must notify the Development Services Director of their intent to appeal within 10 days of the date of decision from the Development Services Director.
  - b. The Development Services Director will schedule the appeal for the next regularly scheduled Planning and Zoning Commission meeting which is no sooner than 15 days from the date the intent to appeal was filed.

- c. The applicant must provide an additional 15 review copies of the drawings and the additional required fee along with the intent to appeal.
2. The applicant may appeal the decision of the Planning and Zoning Commission to the City Council.
  - a. The applicant must notify the Development Services Director of their intent to appeal, in writing, within 10 days of the date of the Planning and Zoning Commission meeting when the application was considered.
  - b. The Development Services Director will schedule the appeal for the next regularly scheduled City Council meeting provided it is at least 15 days from the date the intent to appeal was filed.
  - c. The applicant will provide an additional 15 review copies of the drawings along with the intent to appeal.

## **PREVIOUS ACTIONS ON THE PROPERTY**

1. In 2008, the City purchased the 79 acre tract of land with the intention of developing it into a public park.
2. In 2009, as part of the City initiated zoning map amendment process, the property was rezoned from 'R-1' Single Family Residential District to 'PR' Parks, Recreation and Public use District.
3. The initial site plan for Hawk Ridge Park was approved on December 19, 2017.

## **ENGINEERING DIVISION COMMENTS**

See attached engineering memorandum.

## **STAFF COMMENTS**

### **1. Development Standards:**

The development standards applicable to the property are as follows:

#### **Dimensional Requirements**

- a. Minimum Lot Size: None
- b. Minimum Lot Width: 70 feet.
- c. All buildings and structures must be at least 30 feet from any property line.
- d. Building shall not exceed 35 feet in height. The Planning and Zoning Commission may allow a maximum building height of 45 feet when necessary to accommodate special recreation needs and when the following criteria are met:
  - That substantial architectural relief is provided to relieve the feeling of mass; and



- The additional height allowance provides a recreational amenity that is unique and desired in the City of Raymore, and is supported in the Growth Management Plan.

**2. Special Use Conditions:**

There are no use-specific standards or conditions for this use.

**3. Parking:**

The required number of parking spaces for a public, parks and recreation use is determined as follows:

Use	Minimum Parking Spaces Required
<b>PUBLIC AND CIVIC USES</b>	
Parks and Recreation	To be determined by the Development Services Director

The proposed site plan includes 46 parking spaces in the parking lot and 26 parking spaces along the access road. For special events held in the park, including the annual Mud Run, there are two access points off the access road (identified on the site plan as Grass Parking Entrance and Exit) that will be improved to provide access to a grass parking area located east of the soccer fields.

The proposed site plan is determined to be in compliance with the parking standards for the City of Raymore by providing the 72 parking spaces. The site plan also provides the required number of accessible parking spaces.

A total of 3 accessible spaces are required and 3 spaces are provided.

**4. Landscaping**

Landscaping is required in the islands in the parking lot area.

No screening of adjacent residential land uses is required. There is an existing tree row to the west of the soccer fields and along the north side of the soccer fields that will be preserved. The access road is designed to wind north of an existing tree area that is north of residential lots in the Remington subdivision.

**5. Building Design:**

The proposed Site Plan of Hawk Ridge Park West would not be applicable in this application.

**6. Pedestrian Access:**

Pedestrian Access to the proposed building (portable restroom enclosure) and proposed soccer fields will be provided. A ten foot (10') walking trail will connect to the existing sidewalk at Laurus Dr., continuing north to the proposed soccer field where the walking trail will surround the soccer fields. A trail will also be on the north side of the access road and continue to run east to complete the connection to Hawk Ridge Park/Johnston Lake.

**7. Signage:**

A master signage plan was not submitted with the application. Signage is not approved as part of the site plan. A sign permit is required prior to installation of any sign.

**8. Fire District Review:**

Due to the access road being only one-way flow with a narrower width than a standard City street, the Fire District requested that no parking signs be posted along the access road.

**9. Stormwater Management:**

Stormwater will sheet flow into the expansive grassed areas of the park (south of the access road and east of the soccer fields).

**10. Site Lighting:**

One security light pole will be installed within the landscape island in the parking lot. A photometric plan has been submitted that is compliant with the UDC lighting requirements.

**11. Trash Enclosure:**

A trash enclosure is not included as part of this site plan. Smaller individual trash receptacles will be placed within the restroom facility, and along the trails. These receptacles are not required to be screened.

**12. Screening of Mechanical Equipment:**

There is no mechanical equipment included as part of the site plan.



### 13. Site Access:

Access to the site will be provided off of Laurus Dr. Johnston Parkway will be an alternative access point as the road will connect Hawk Ridge Park to Hawk Ridge Park West.

## STAFF PROPOSED FINDINGS OF FACT

Section 470.160 of the Unified Development Code states that the Planning and Zoning Commission and the City Council must make findings of fact taking into consideration the following:

**a. the plan complies with all applicable standards of this code and all other applicable City ordinances and policies;**

The site plan does comply with all applicable standards of the Unified Development Code and all other applicable City ordinances and policies.

**b. the plan does not conflict with the adopted plans of the City of Raymore or the purpose and intent of this code;**

The site plan does not conflict with any of the adopted master plans of the City or the purpose and intent of the Unified Development Code.

**c. the proposed use is allowed in the district in which it is located;**

A public park is an allowable use in the 'PR' Parks, Recreation and Public Use District

**d. vehicular ingress and egress to and from the site, and circulation within the site provides for safe, efficient, and convenient movement not only within the site but also on adjacent roadways;**

Vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of vehicles. Access to the site is off of Laurus Dr and Johnston Parkway.

**e. the plan provides for safe, efficient, and convenient movement of pedestrians on and to the site;**

The site plan does provide for safe, efficient and convenient movement of pedestrians. A ten foot (10') walking trail is provided to allow pedestrians to access the amenities of both Hawk Ridge Park West and Hawk Ridge Park from Laurus Dr. and Johnston Parkway.

**f. the arrangement of structures and buildings on the site allows for efficient use of the land, is compatible with development on adjacent property, and**

**minimizes potential adverse impacts on existing or planned municipal infrastructure and services;**

The placement of the restroom facility and soccer fields do allow for efficient use of the land and minimizes potential adverse impacts on existing and planned municipal infrastructure and services.

- g. open space and natural features on the site are arranged in such a way that unique natural resources are preserved and creates a desirable and functional environment for site users;**

The amenities of the proposed park are arranged in such a way that compliment Hawk Ridge Park to the east.

- h. the plan avoids unnecessary or unreasonable alterations to existing topography, preserves existing healthy, mature trees and woodlands, and designs drainage facilities to promote the use and preservation of natural watercourses;**

There are minor alterations to the existing topography that will be made for this project. There are existing trees throughout the park that will need to be removed as part of the site work. Existing trees along the west, north and south property lines will be preserved.

- i. provides adequate parking for the use, including logical and safe parking and circulation;**

Parking for the use meets the minimum requirement and is provided in a logical manner. Connecting Hawk Ridge Park to the proposed Hawk Ridge Park West will provide optimal parking and circulation.

- j. provides landscaping and screening as required by this code that creates logical transitions to adjoining uses, screens incompatible uses, minimizes the visual impact of the development on adjacent roads and properties, and utilizes native plant materials selected to withstand the local climate and individual site microclimates; and**

There is no screening required as part of this project.

- k. includes site illumination that has been designed and located to minimize adverse impacts on adjacent properties.**

There will be a light pole in the landscape island in the parking lot area to provide security lighting. The photometric plan submitted is compliant with the UDC.

## **REVIEW OF INFORMATION AND SCHEDULE**

Action  
Site Plan Review

Planning Commission  
October 5, 2021

## STAFF RECOMMENDATION

Staff recommends the Planning and Zoning Commission accept the staff proposed findings of fact and approve Case #21028 Hawk Ridge Park West Site Plan subject to the following conditions:

### Prior to commencement of any land disturbance activities:

1. State of Missouri and City of Raymore land disturbance permits shall be obtained prior to the commencement of any site grading or land disturbance activities.
2. All erosion control measures identified on the site disturbance plan and required by the land disturbance permit must be installed prior to grading and these measures must be maintained throughout the duration of the construction process.

### Prior to issuance of a Building Permit

3. Building construction plans shall be approved by the Building Official.

### Prior to issuance of a Certificate of Occupancy:

4. All accessible parking spaces must be identified by signs complying with the Manual of Uniform Traffic Control Devices and the Department of Justice, Code of Federal Regulation 28 CFR Part 36, ADA Standards for Accessible Design. The sign must be vertically mounted on a post or wall no more than five feet from the space and centered on the width of the space.
5. Two of the accessible parking spaces shall be served by an access aisle a minimum of ninety-six inches wide and shall be designated "lift van accessible only" with signs that meet the requirements of the federal Americans with Disabilities Act.
6. If the electrical transformer box and any other accessory utility facility is taller than three and one-half feet or covers more than twenty-five square feet in area then it must be screened in accordance with Section 420.040D of the Unified Development Code.
7. All work shall be completed in accordance with the site plan approved by the Planning and Zoning Commission.

### Perpetual Conditions:

8. Prior to removing erosion control measures at the conclusion of the project, the contractor must obtain concurrence from the City.

9. A signed copy of the weekly and post rain event erosion control inspection reports shall be submitted to the City upon completion of each report.
10. Owner must immediately notify City staff of any illicit discharge that enters or has the potential to enter the storm sewer system.