

## Purpose of the PR-O District

The purpose of the PR-O district is to encourage high-quality, flexible development that reduces negative impacts on existing nearby development. The overlay district stresses preservation of trees and other natural features, greater use of open space, urban amenities, large-scale projects, efficient use of land, innovative and imaginative architectural approaches, design and site planning standards, and conservation and preservation of natural features. Details about the PR-O District can be found on the city's website at [www.ci.blue-springs.mo.us](http://www.ci.blue-springs.mo.us).

## PR-O Concept Plan Application and Review

A PR-O concept plan application is required for residential development proposed within an existing PR-O district and for proposed residential development on property to be annexed into the City. Residential developments to be annexed into the City must submit a rezoning application accompanied by the PR-O Concept Plan application.

## The Process

The PR-O Concept Plan application is subject to review by both the Planning Commission and City Council. The process generally consists of the following:

- Step 1. Pre-Application Conference, with Community Development staff
- Step 2. Application Submittal
- Step 3. Review and Report—Director of Community Development
- Step 4. Planning Commission Review and Recommendation
- Step 5. City Council Review and Action

## Step 1. Pre-Application Conference

Applicants are required to schedule a meeting with city Planning and Engineering staff to review the proposed project, prior to submittal of an application. Contact the Community Development Department at 228-0207 for scheduling. Useful information for the meeting includes:

- A survey or legal description of the property, property boundaries, access, contours, existing structures, trees and other natural features,
- Information regarding the surrounding area, including zoning, land uses, and architectural types, and
- Conceptual layout, architectural style, and amenities of the proposed development

## Step 2. Application Submittal

A PR-O District Concept Plan Application, checklist, fee schedule, and a schedule of the Planning Commission meeting dates/ deadlines can be obtained from the Community Development Department. A complete application and checklist shall be submitted to the Director of Community Development **no later than noon** of the Friday deadline date, 24 days prior to the Planning Commission meeting. Late applications will be scheduled for the next available meeting. All information listed on the application and checklist must be submitted for the application to be complete. Incomplete applications will not be scheduled and materials will be returned to the applicant.

## Step 3. Review and Report— Director of Community Development

The Director of Community Development will prepare a staff report based on adopted plans

and policies, codes and standards, the Unified Development Code (UDC) review criteria in Section 404.220.P and the statement of adjacency compatibility pursuant to Section 404.220.G.2. Staff comments are also based on discussions with Engineering, Fire, Police, and other applicable agencies.

## Step 4. Planning Commission Review and Recommendation

The Planning Commission reviews the rezoning and concept plan application at a regularly scheduled meeting. The Planning Commission then forwards a recommendation of approval or denial to the City Council.

## Step 5. City Council Review and Action

After reviewing the rezoning and concept plan application, the City Council may approve, approve with modifications, or deny the application. A final plan application may be submitted to the Community Development Department upon approval of the concept plan by the City Council.

## Revisions to a PR-O Concept Plan

Applications for a revised concept plan must be submitted to the Director of Community Development. Minor changes to the plan can be approved by the Planning Commission. Substantial changes to the plan must be approved by the City Council, only after receiving a recommendation by the Planning Commission.

## Design Standards

All development within a PR-O District must address the following design standards:

- Preservation—of existing stands of trees and other natural features;
- Streetscape—sidewalks and landscaping to include at least one 2½ -caliper tree per 50 feet of street frontage;
- Street Lighting—poles shall be aluminum or metal, and decorative where appropriate;
- Building Facades—shall have relief, with windows, doors, and other elements;
- Entry Features—includes landscaping and signage as an entrance to the development;
- Home Owners' Association—must be created for architectural review, to maintain open space and enforce covenants;
- Residential Open Space—addressed below.

## Residential Open Space Requirement

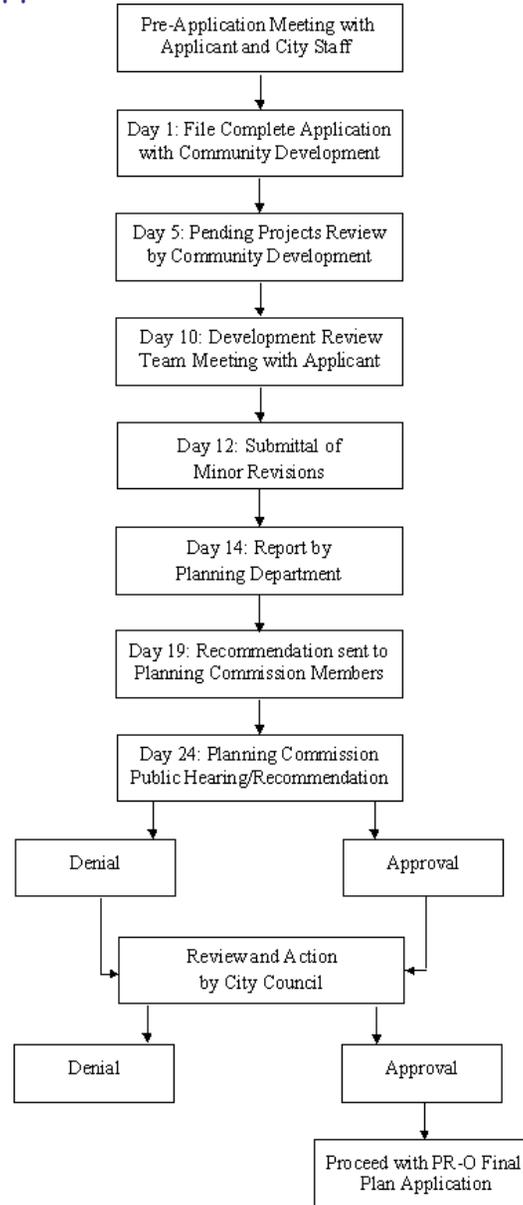
Every PR-O development containing more than 10 dwelling units must provide a certain amount of open space according to the following table:

### Residential Open Space Requirement

Underlying Zoning	Percent Open Space
RE	5%
SF-12	5%
SF-7	8%
TF	10%
MF-14	15%
MF-20	20%

The open space area may contain major recreational areas, recreational buildings, improved mini-parks, pedestrian open space system, and trails. A homeowners' association must be created to address maintenance of residential open space areas.

## Application Process Flowchart



Please be advised that this brochure is only a guide and may not answer every question. For more information, contact the City of Blue Springs Community Development Department by phone at 816-228-0207, or by mail at:

**City of Blue Springs**  
**Community Development Dept.**  
 903 NW Main Street  
 Blue Springs, MO 64015

# A Guide to PR-O: The Planned Residential Overlay District

## Guidelines for Development in Blue Springs, Missouri

