



Community Development Conference Room 128
City Hall
903 W. Main Street

DEVELOPMENT ADVISORY COMMISSION
MEETING AGENDA

Friday, November 3, 2023- 2:00 p.m.

Board Members please call 816-228-0124 if unable to attend

1 CALL TO ORDER

2 REVIEW OF PROJECT APPLICATIONS

A. An Ordinance amending Section 403.070.A.1 – Site Plan and Design Review - Administrative Review, of the Unified Development Code, of the Code of Ordinances of the City of Blue Springs to amend the development review procedures for exterior façade remodels.

B. An Ordinance amending Section 407.040.D.3 – Buffers, Screens and Fencing - Other Fence Design Standards, of the Unified Development Code, of the Code of Ordinances of the City of Blue Springs to amend design standards for fencing.

C. An Ordinance amending Section 501.070 – Temporary Signs, Sign Code, of the Code of Ordinances of the City of Blue Springs to amend requirements for Temporary Signage.

3 OTHER BUSINESS

4 ADJOURN

If special accommodations are required for citizen participation in this meeting,
PLEASE CALL 816-228-0207 (VOICE) OR 816-228-0250 (TDD)

Agenda posted at the following locations:
City Hall, 903 W. Main Street
City's website
<http://www.bluespringsgov.com/AgendaCenter>
November 1, 2023

A quorum of the City Council may be in attendance however no City Council votes will be taken.
Community Development

DEVELOPMENT ADVISORY COMMISSION STAFF REPORT



Meeting Dates:	Development Advisory Commission: November 3, 2023
Project Request:	UDC Text and Sign Code Amendments UDCT-10-23-8904

Applicant: City of Blue Springs
Property Owner: N/A
Staff Planner: Mike Mallon, Director Community Development

Project Description: An Ordinance amending Section 403.070.A.1 – Site Plan and Design Review - Administrative Review, of the Unified Development Code, of the Code of Ordinances of the City of Blue Springs to amend the development review procedures for exterior façade remodels.

An Ordinance amending Section 407.040.D.3 – Buffers, Screens and Fencing - Other Fence Design Standards, of the Unified Development Code, of the Code of Ordinances of the City of Blue Springs to amend design standards for fencing.

An Ordinance amending Section 501.070 – Temporary Signs, Sign Code, of the Code of Ordinances of the City of Blue Springs to amend requirements for Temporary Signage.

The proposed UDC Text and Sign Code Amendments are being proposed to address concerns raised by the City Council and direction provided to staff to bring forward amendments for the above items.

Staff recommends approval of the UDC changes.

I. Section 403.070. Site Plan And Design Review.

- A. Overview/Applicability. The site plan and design review process is a way to coordinate development projects within the public realm and with adjacent sites, and specifically demonstrate how new projects meet the development and design standards of this Development Code. Site plan and design review applies to the following development types:
1. Administrative Review. The following applications may be administratively reviewed by staff:
 - a. A new building less than twenty-five thousand (25,000) square feet and that meets all development standards.
 - b. An addition to an existing legally conforming building of more than four hundred fifty (450) square feet and less than twenty-five thousand (25,000) square feet and with the property meeting all other development standards of the UDC.
 - c. Any remodel or addition that involves alteration of less than seventy-five percent (75%) of the exterior facade, addition or renovation of an existing building which significantly changes the architectural character of the building, as determined by the

Director. Significant changes to architectural character include but are not limited to significant changes in exterior building materials, increasing or decreasing the openings in the building's façade by more than ten percent, and significant changes to the cornice line or slope of the roof.

- d. Any site development work that alters less than eighty percent (80%) of the existing landscape or open space.
 - e. An addition of impervious surface of more than ten thousand (10,000) square feet.
 - f. Any other building or development activity that involves investment of less than eighty percent (80%) of the current value of the property and building.
 - g. Exemptions.
 - (1) Site plan review shall not apply to:
 - (a) TF or lesser zoning districts.
 - (b) Detached houses or duplexes where no open space is required, and which are not part of a planned development.
 - (c) In-fill development within an existing neighborhood.
 - (2) Development activity that is exempt or does not require administrative review of a site plan shall still provide sufficient information at the time of required permits to demonstrate that all applicable standards of the Unified Development Code are met.
2. Site Plan And Design Review. The following applications require review by the Planning Commission:
- a. Any new building of twenty-five thousand (25,000) square feet or more, or an addition of more than twenty-five thousand (25,000) square feet to an existing building.
 - b. Any property or site modifications or development projects encompassing involving more than five (5) acres.
 - c. Applications that require technical studies, which in the sole discretion of staff, may impact the use, investments, or design of public facilities beyond the specific application.
 - d. Site plans accompanying other administrative or discretionary approvals required to be reviewed by the Planning Commission.
 - e. The Director shall have the discretion to require any Site Plan and Design Review application that may otherwise be approved administratively by the Planning Commission for review upon a determination that the public interest would best be served by doing so.

II. Section 407.040. Site And Landscape Design.

D. Buffers, Screens And Fencing

3. Fences. All fences for screening, security, or privacy shall meet the following

standards.

c. Other Fence Design Standards.

- (1) Any fences that could potentially create a sight obstruction for vehicles crossing pedestrian areas or entering the street may require greater transparency or additional location restrictions to allow for safe sight distances.
- (2) All fences shall be constructed so that the finished side faces outward from the property installing the fence and the support posts are inside the fence and screened from view.
- (3) Fences may be located so that the fence face is at or near the property line; otherwise the fence shall be setback at least three (3) feet from the property line absent more specific standards in these regulations. Any areas set back three (3) feet or more from the property line, which could become enclosed by other similarly located fences, may be required to have at least one (1) gate for access and maintenance equipment.
- (4) Fences shall be constructed out of any of the following materials; however, no fence shall be constructed out of more than two of the materials below:
 - (a) Wood or vinyl simulating wood;
 - (b) Wrought iron or aluminum simulating wrought iron;
 - (c) Stone, brick, concrete with stone or brick veneer, or precast concrete simulated stone or brick; or
 - (d) Chain link or vinyl clad chain link in the rear or side yard only, provided all exposed steel shall have a color finished coat or be galvanized.
 - (e) Fences for security in non-residential districts or fences around recreation amenities such as tennis courts or pools may be exempt from the height and material standards.
 - (f) Any fence proposed across a drainage way or drainage easement shall require review and approval by the Director of Public Works.
 - (g) No more than two materials and/or styles of fences may be utilized.
 - (h) Additions or add-ons to fences to increase the height as permitted otherwise under this Section shall be of the same materials, color, style, design as the primary fence.

III. Section 501.070. Temporary Signs.

1. Maximum Number Of Ground-Mounted Temporary Signs Permits Per Property.
 - a. No more than two (2) ground-mounted temporary sign permits may be approved per property during the same or overlapping period of time.
 - b. No more than four (4) ground-mounted temporary sign permits may be approved per property per calendar year.
 - c. A singular sign permit as allowed above may be approved for up to 120 days per calendar year, if at the time of application, the specified dates are identified and approved at the time of sign permit approval.
2. Sign Types. All ground-mounted temporary signs shall meet the criteria of the applicable sign type:

- a. Ground-Mounted Temporary Banners. A sign, typically constructed with fabric or similar material, mounted to the ground or attached to any structure other than a building in a temporary manner and for a period of time not to exceed thirty (30) days.
- (1) Number Of Signs. Up to one (1) per temporary sign permit.
 - (2) Length of Display. Up to thirty (30) consecutive days for a singular permit; no more than 120 days cumulative in a calendar year.
 - (3) Location. May be located anywhere, except on a building.
 - (4) Sign Area. Forty-eight (48) square feet max.
 - (5) Thickness. N/A.
 - (6) Width. Limited by max. sign area.
 - (7) Height. Eight (8) feet max.
 - (8) Mounting Methods.
 - (a) Shall be mounted in a manner that can withstand the elements for the entire length of display without blowing over, losing tautness, or otherwise being in a state of disrepair. The required mounting shall be determined by the Administrator;
 - (b) Shall not be mounted to any tree, planting, or utility infrastructure; and
 - (c) Shall be mounted to:
 - (i) A self-supporting frame that is placed on the ground;
 - (ii) The ground with no more than one (1) type of mounting mechanism (e.g., shall not be strung between a metal and wooden stake); or
 - (iii) No more than one (1) type of permanent structure (e.g., shall not be strung between a light pole and a fence).
 - (9) Design Standards. Shall only be a single- or double-faced sign.
- b. Feather Flags. A sign, typically constructed with fabric or similar material, attached to a pole, bracket, or similar structure, for a period of time not to exceed thirty (30) days. Said pole must be mounted to the ground in a temporary manner and shall be solely intended for the display of said sign. The sign must be securely attached to said pole on two (2) sides so that all other sides may move freely, but only when moved by natural wind action.
- (1) Number Of Signs. Up to ten (10) feather flags or sixty-five (65) feet of cumulative feather flag height per temporary sign permit, whichever is less.
 - (2) Length Of Display. Up to thirty (30) consecutive days for a singular permit; no more than 120 days cumulative in a calendar year.
 - (3) Location.
 - (a) May be located anywhere, except on a building; and
 - (b) Shall maintain a minimum spacing between feather flags equal to twice the

height of the feather flag (e.g., ten-foot flag requires twenty (20) foot spacing).

- (4) Sign Area. Thirty-six (36) square feet max. per feather flag.
- (5) Thickness. N/A.
- (6) Width. Three (3) feet max.
- (7) Height. Twelve (12) feet max.
- (8) Mounting Methods. Shall be mounted on or in the ground in any manner that can withstand the elements for the entire length of display without blowing over, losing tautness, or otherwise appearing to be in a state of disrepair. The required mounting shall be determined by the Administrator.
- (9) Design Standards. Shall only be a single- or double-faced sign.