

City of Leawood

4800 Town Center Drive
Leawood, KS



SPORT COURTS – NO LIGHTING

Administrative Approval

In accord with various Federal and State civil rights legislation, the City of Leawood does not discriminate against individuals regardless of race, ethnicity, color, religion, gender, national origin, age, marital status, medical condition or disability.

APPLICATION CHECKLIST

(Sport Court – No Lighting)

At a minimum, all applications must include the following to be accepted. See the information within the application package for details about each item listed below.

- A completed application with the signature of the property owner on which the project is proposed to be located.
- Appropriate application fee.
- A site plan showing the location of existing and proposed structures. Please also show dimensions to buildings and property lines.
- A landscape plan showing how the sport court will be screened from the right-of-way and all adjacent properties.
- A drainage study completed by a Kansas registered professional engineer.

Signature of Applicant: _____ Date: _____

	OTHER PLAN APPROVALS	Fee
Planning	Hardscape Plan, Landscape Plan, Sign Plan	\$200.00 each
	Sport Court Application	\$75.00 each
	Roofing Material & Color Application	\$75.00 each
	Modification of Stipulations	\$200.00 @ application
	Final Plan for Changes to Building Façade/Elevations Application	\$300.00 each
	Final Plan Re-Inspection Fee	\$75.00 each
	Wireless Communication Facilities Co-locations and Modifications to Existing Tower or Base Station	\$300.00 each
	Administrative Review of Electric Car Charging Stations	\$100.00 each
	Administrative Review of Ground Mounted Utility Box	\$100.00 each
	Administrative Review of DAS/SCF Facility	\$125.00 each
	Administrative Review of WiFi Antennae Systems	\$200.00 each

	SIGNS & BANNERS	Fee
Planning	Monument Sign/Structures- All sizes [Additional electrical permit required]	\$200.00
	Permanent Sign – Wall Sign- All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Canopy Sign – All sizes	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Awning Sign – All sizes	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Blade Sign – All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Building Identification Symbols – All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Directional Sign – All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Directory Sign – All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]
	Permanent Sign - Signage on Architectural Structures – All sizes [Additional electrical permit required]	\$4.00 @ sq. ft. [min. \$25.00]



To all the developers in the City of Leawood, Kansas:

The information contained in this packet will explain Leawood's procedures and requirements necessary for the construction of a sport court. A sport court is defined as paved areas and other surfaces designed for sports or similar recreational uses. If no lighting for the sport court is proposed, a sport court may be approved as an authorized accessory use subject to required administrative approval through an administrative special use permit approved by the Director of Community Development for location and design. However, if lighting is proposed, a sport court requires a special use permit as recommended by the Planning Commission and approved by the Governing Body.

These procedures and regulations are governed by the Leawood Development Ordinance.

Please contact the Planning and Development Department if there are any questions, (913) 663-9160.

Planning and Development Department
City of Leawood, Kansas
January, 2020



Sport Court Special Use Permit Procedure

Pre-Application Conference:

The applicant will make an appointment for a pre-application conference with the Planning and Development Department. The items to be brought to the meeting include: legal description, sketches, thoughts and ideas.

Sport Court approval process:

Sports courts/Tennis courts. Paved areas and other surfaces designed for sports or similar recreational uses (hereinafter referred to as “courts”), may be approved as an authorized accessory use subject to required administrative approval by the Director of Planning for the location and design.

In order to prevent a negative influence on the neighborhood and creation of a potential nuisance the following conditions shall be considered minimum requirements to be met.

- a. Courts must be accessory to the principal use it is intended to serve. Courts on separate lots will not be considered as stand alone structures.
- b. Plans shall be submitted for approval and shall be based upon compliance with the following standards: 1) The need for screening to protect the privacy of adjoining properties, including noise and lighting, if proposed, and 2) appropriate management of surface water runoff. These standards are to be considered minimums and other factors may be considerations for approval by the Director of Planning.
- c. Courts shall not be constructed within a required front yard and shall be located a minimum of 10 feet from any rear or side lot line. Screen plantings of a height necessary to muffle noise and block lights may be required as a condition to the special use approval.
- d. Fences for courts may be up to 12 feet in height and shall be of a green or black PVC coated chain link fabric. Said fences shall be located a minimum of 10 feet from any rear or interior side lot line.
- e. Courts shall be designed so that the surface water will be carried to the street or storm drainage system on the owner’s property, or by underground pipe to the public street or storm drainage system, or if across other ownership’s, easements must be obtained. A statement along with a detailed drawing from a professional engineer, P.E., shall be submitted showing and stating that these drainage requirements have been or will be met.



- f. All court lighting shall be subject to approval either in conjunction with the application for a sport court or separately as an addition at a later date. Existing courts requesting lighting shall be authorized only by issuance of a special use permit. A lighting plan shall be submitted which indicates the lumens (footcandles) at the property line and distance to the nearest structures. Footcandles shall not exceed 0.5 footcandle measured anywhere along the adjacent property lines. Illumination levels shall be measured with a photoelectric photometer having a spectral response similar to that of the human eye, following the standard spectral luminous efficiency curve adopted by the International Commission on Illumination. A lighted court may be required to have additional screening in order to mitigate the affect of lighting on any adjoining properties. Cutoffs shall be provided to eliminate the view of the light source from adjoining properties.
- g. No court lighting shall be permitted between the hours of 10:00 p.m. and 7:00 a.m.
- h. A landscape plan shall be submitted at the time of application indicating plant material, size, location and spacing proposed. The landscape plan should screen the sport court from the right-of-way and adjacent properties.
- i. All courts shall require a building permit prior to grading and/or installation.

Summary:

The applicant is responsible for meeting all applicable City, County, State and Federal codes in their submission. Incomplete submissions may be rejected. It is the applicant's responsibility to ensure that all of the required documents have been submitted to staff.

Proof of Ownership Affidavit

STATE OF _____

COUNTY OF _____

_____, being duly sworn upon his/her oath, deposes and states as follows:

1. That _____ is/are the legal owner(s) of the property affected by Case # _____; or

2. That _____, a _____, is the holder of a contract to purchase the property

affected by Case # _____ from the owner(s), and is therefore "landowner" within the meaning of K.S.A.12-726, and any amendments thereto; and

3. That he/she is the _____ of said _____ (contract holder) and was duly authorized to file the application for Case # _____ on its behalf.

Signature

Subscribed and sworn to me this _____ day of _____, 20__.

Notary Public

My appointment expires:



ADMINISTRATIVE APPLICATION – SPORT COURT

City of Leawood

Please read the application fully before completing. This application cannot be processed unless complete with all the required documents attached. If you need any assistance in completing the form, please call the Planning and Development Department at (913) 339-6700 x 160. Fax: (913) 339-6736 **Fee: \$75.00**

Describe the type of activities proposed: _____
Example: basketball, tennis, volleyball, etc.

Property address: _____

Standard times of use: from: _____ to: _____

Are building or site improvements or alterations proposed with this request? No ___ Yes ___

If yes, describe and attach a detailed site plan showing the changes.

Will a fence be added? No ___ Yes ___

If so, please complete the following...

Height _____ Materials _____ Color _____

Will there be lighting added? No ___ Yes ___

Is there any existing lighting that pertains to the court? No ___ Yes ___

If so, please designate where it is on the site plan.

Is the proposed court on the lot of the main use? No ___ Yes ___

Anticipated attendance per week (beyond normal activity on the site): _____persons _____vehicles

APPLICANT

OWNER OF PROPERTY

Name _____

Name _____

Address _____

Address _____

City/State _____ Zip _____

City/State _____ Zip _____

Phone _____ Fax _____

Phone _____ Fax _____

Email _____

Email _____

DEVELOPER:

Business Name _____
Contact Name _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____
Email _____

ENGINEER/SURVEYOR:

Business Name _____
Contact Name _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____
Email _____

ARCHITECT:

Business Name _____
Contact Name _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____
Email _____

LANDSCAPE ARCHITECT/PLANNER:

Business Name _____
Contact Name _____
Address _____
City/State _____ Zip _____
Phone _____ Fax _____
Email _____

I certify that the information contained in and attached to this Application is correct, and I agree to abide by the specific terms and stipulations of this permit.

I authorize the applicant to conduct the special event outlined in this application and its attachments, according to the specific terms and stipulations of this permit.

Applicant's Signature

Owner's Signature

IMPORTANT APPLICATION REQUIREMENTS

The following is a checklist of requirements that must be complete and submitted with the application.

- _____ 1. A site plan showing the location of existing and proposed structures. Please also show dimensions to buildings and property lines.
- _____ 2. A landscape plan.
- _____ 3. A drainage study completed by a Kansas registered professional engineer.

This space is for additional information you would like to provide in response to the questions on this form. Attach additional sheets if necessary.

FOR OFFICE ONLY

Date Filed: _____ Accepted by: _____ Fee Collected: _____

APPROVED DENIED Reasons for Denial: _____

Approved by: _____ Date Approved: _____

STIPULATIONS: _____

