CITY COUNCIL MEETING
June 17, 2024 6:00 p.m.
Council Chambers
Howard L. Brown Public Safety Building
1100 SW Smith
Blue Springs, Missouri

The meeting can be viewed live on the City's website at
www.bluespringsgov.com/CityMeetingsLive

Anyone wishing to address the Mayor and Council, either in a Public Hearing or in the Visitors Section of the Agenda, must fill out a Speaker's Appearance Form. Forms are available online or located at the entrance of the Multipurpose Room. After completion, the form is to be given to the City Clerk prior to the start of the Council meeting.

Invocation by Rob Lee Blue Springs Police Department Chaplain and Pledge of Allegiance

1. Call meeting to order

2. Confirmation of a Quorum

3. Appointment of District 2 Councilmember

4. City Clerk Administer Oath of Office to District 2 Councilmember

5. Consent Agenda

   All matters under Item 5, Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion of the Council with no separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by request of a member of the City Council.

   a. Minutes of the June 3, 2024 City Council meeting
   b. Resolution No. 41-2024 determining the City's estimated population as 60,539 as of July 1, 2023.
   c. Board and Commission Appointment
   d. Resolution No. 42-2024 authorizing payment for the City's annual insurance plan
   e. Approve annual liquor license renewals
   f. Resolution No. 43-2024 approving a contract with Mission Critical Partners, LLC for a security audit.
   g. Resolution No. 44-2024 approving a contract with Black & McDonald for Traffic Signal and Street Light Maintenance and Repair

6. Presentation - Proclamation for Blue Springs Wildcats Varsity Baseball Team

7. Public Hearing – Life Unlimited – Conditional Use Permit (CUP-04-24-9126)

8. Introduction and readings of Bill No. 5221 approving a Conditional Use Permit for Life Unlimited (CUP-04-24-9126)

9. Public Hearing – Brookside Estates at Chapman Farms - Planned Unit Development Concept Plan (PUDC-04-24-9128)

10. Introduction and readings of Bill No. 5222 approving a Planned Unit Development Concept Plan for Brookside Estates at Chapman Farms (PUDC-04-24-9128)

11. Public Hearing – Southgate Villas – Rezoning and Planned Development Concept Plan (RZ-04-24-9135 and PDC-04-24-9136)

12. Introduction and readings of Bill No. 5223 approving a Rezoning and Planned Development Concept Plan for Southgate Villas (RZ-04-24-9135 and PDC-04-24-9136)

13. Public Hearing – Scenic Valley RV Resort – Rezoning, General Development Plan and Conditional Use Permit (RZ-04-24-9115, GDP-04-24-9116 and CUP-04-24-9117)

14. Introduction and readings of Bill No. 5224 approving a Rezoning for Scenic Valley RV Resort (RZ-04-24-9115)

15. Introduction and readings of Bill No. 5225 approving a General Development Plan for Scenic Valley RV Resort (GDP-04-24-9116)

16. Introduction and readings of Bill No. 5226 approving a Conditional Use Permit for Scenic Valley RV Resort (CUP-04-24-9117)

17. Introduction and readings of Bill No. 5227 declaring as surplus and authorizing a Quit Claim Deed for property to the Central Jackson County Fire Protection District

18. Visitors

19. Councilmember Comments

20. Mayoral Announcements

21. Adjourn

Miscellaneous Items

Downtown Master Plan Implementation Task Force – Tuesday, June 18, 5:00 PM
Juneteenth – **City Offices Closed** - Wednesday, June 19
Economic Development Council – Thursday, June 20, 8:15 AM
Community Development Block Grant Advisory Committee Meeting – Thursday, June 20, 5:00 PM
Planning Commission Meeting – Monday, June 24, 6:30 PM
Public Safety Citizen Advisory Board Meeting – Tuesday, June 25, 6:00 PM
City Council Meeting – Monday, July 1, 6:00 PM
Park Commission Meeting – Tuesday, July 2, 6:00 PM
Independence Day – **City Offices Closed** - Thursday, July 4
Planning Commission Meeting – Monday, July 8, 6:30 PM
Downtown Master Plan Implementation Task Force – Tuesday, July 9, 5:00 PM

Public Arts Commission Meeting – Wednesday, July 10, 3:30 PM
City Council Meeting – Monday, July 15, 6:00 PM

This Agenda was posted at City Hall and on the City's website on Friday, June 14, 2024.
Erin Ford, City Clerk

TO: Mayor, City Council,
Department Directors, and Press

FROM: Christine Cates
City Administrator

DATE: June 14, 2024

SUBJECT: Agenda Explanations

Item 3 – Appointment of District 2 Councilmember
Pursuant to Blue Springs Home Rule Charter Section 3.10, a vacancy of a City Councilmember shall be filled by appointment by the Mayor and approval by the City Council. The Mayor's recommended appointment of Katie Tholen to fill the District 2 Council seat vacated after the April 2, 2024 election is submitted to the City Council for approval. Refer to Council Information Form from Assistant to the City Administrator Sheryl Morgan for additional information.

Item 5b – Population Estimate
Adopt a Resolution determining the City's estimated population as 60,539 as of July 1, 2023. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Item 5c – Board and Commission Appointment
Pursuant to Blue Springs Home Rule Charter Section 4.4.C – Powers and Duties; Appointments: The Mayor, with the advice and consent of the majority of the Council, shall appoint all members of committees, boards, and commissions. A slate of 2024 appointments and reappointments will be submitted to Council for approval. Refer to Council Information Form from Assistant to the City Administrator Sheryl Morgan for additional information.

Item 5d – Annual Insurance Premium
Adopt a Resolution authorizing payment for the City's annual property, liability, and workers' compensation insurance for the insurance plan year that begins July 1, 2024. Refer to Council Information Form from Human Resources Director Amy Willyard for additional information.

Item 5e – Liquor License Renewals
The approval of Liquor License renewals for the 2024-2025 license year. According to City of Blue Springs City Code, Chapter 600, Section 600.120 (B), all changes to the Managing Agent or type of license shall be approved by City Council. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Item 5f – Contract with Mission Critical Partners for Security Audit
Adopt a Resolution approving a contract in an amount not to exceed $91,500 with Mission Critical Partners, LLC for providing a security audit. Refer to Council Information Form from Information Technology Director William Jakubec for additional information.

Item 5g - Contract with Black & McDonald for Traffic Signal and Street Light Maintenance
Adopt a Resolution approving a contract in the amount of $83,142 with Custom Lighting Services, L.L.C. dba Black & McDonald, for Traffic Signal and Street Light Maintenance and Repair. Refer to Council Information Form from Public Works Director Tom Degenhardt for additional information.

Items 7 & 8 – Life Unlimited Conditional Use Permit
The Applicant, Kathy Warman of Warman Architecture + Design, has submitted a Planning Application on behalf of the property owner, UMB Bank, N.A., for consideration of a Conditional Use Permit (CUP-04-24-9126) for a Commercial Daycare Life Unlimited at the former UMB Bank property located at 3500 NW South Outer Road. Upon conclusion of the public hearing, a Bill approving the Conditional Use Permit will be ready for introduction and readings. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Items 9 & 10 – Brookside Estates at Chapman Farms Planned Unit Development Concept Plan
A public hearing is being held at the request of the Applicant, Eric Grannemann on behalf of the property owner, DAK Realty Devco, LLC, for consideration to approve an Amended Planned Unit Development Concept Plan to develop an 80-lot single-family subdivision (“Brookside Estates at Chapman Farms”) on a 29.25 +\- acre property located west of SW 7 Hwy., north and south of SW Brookside Drive (PUDC-04-24-9128). Upon conclusion of the public hearing, a Bill approving the Amended Planned Unit Development (PUD) Concept Plan will be ready for introduction and readings. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Items 11 & 12 – Southgate Villas Rezoning and Planned Development Concept Plan
The Applicant, Harve Sommers of Dynamic Investments, has submitted a Planning Application on behalf of the property owner, Jess Winters of Wasser & Winters Co., for consideration to rezone the property at 700 SW Southgate Drive from “RE” (Residential Estate) to “PD–R” (Planned Development–Residential) (RZ-04-24-9135) and approval of a Planned Development Concept Plan (PDC-04-24-9136) to allow for an Independent Senior Living development Southgate Villas, which includes 14 duplex buildings for a total of 28 units. Upon conclusion of the public hearing, a Bill approving the Rezoning and Planned Development Concept Plan will be ready for introduction and readings. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Items 13, 14, 15 & 16 – Scenic Valley RV Resort Rezoning, General Development Plan and Conditional Use Permit
The Applicant, Chad Risinger of Risinger Development, has submitted a Planning Application on behalf of the property owners, Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, for consideration of a Rezoning (RZ-04-24-9115) from "AG-C" (Agriculture-County) to "LI” (Light Industrial), a Conditional Use Permit (CUP-04-24-9117) for the Recreational Vehicle Park land use, and General Development Plan (GDP-04-24-9116) on 18.47 +/- acres for the Scenic Valley RV Resort, a Recreational Vehicle Park comprised of 110 campsites, a community building, and other amenities, generally located south of the Amazon warehouse and west of the Adams Pointe Village subdivision on a property addresses 29607 E. R.D. Mize Road. Upon conclusion of the public hearing, a Bill approving the Rezoning, a Bill approving the Conditional Use Permit, and a Bill approving the General Development Plan will be ready for introduction and readings. Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

Item 17 – Quit Claim Deed for property to the Central Jackson County Fire Protection District
Passage of a Bill declaring as surplus City-owned real property located at the northeast corner of Adams Dairy Parkway and SE Shamrock Lane, south of the City's water, and authorizing the City Administrator to sign a deed transferring the property to Central Jackson County Fire Protection District (CFCFPD). Refer to Council Information Form from City Development Senior Director Mike Mallon for additional information.

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 3, 2024

SUBMITTED BY: Sheryl Morgan **DEPARTMENT: Administration**

☐ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☒ Other

ISSUE/REQUEST

Pursuant to Blue Springs Home Rule Charter Section 3.10, a vacancy of a City Councilmember shall be filled by appointment by the Mayor and approval by the City Council. The Mayor's recommended appointment of Katie Tholen to fill the District 2 Council seat vacated after the April 2, 2024 election is submitted to the City Council for approval.

BACKGROUND/JUSTIFICATION

On April 2, 2024, former District 2 Councilmember Chris Lievsay was elected to a four-year term as Mayor, leaving the Council District seat vacant through April 2025.

The Section 3.10 of the Blue Springs Home Rule Charter states the person appointed to fill the vacancy of a Council seat shall hold the appointed position until the next regular municipal election for which the file period has not closed and shall serve until the end of the current term, which is April, 2025.

Mayor Lievsay recommends the appointment of Katie Tholen to fill the District 2 seat vacated by his election to Mayor through the next municipal election, April 8, 2025.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 17, 2024	April 1, 2025

STAFF RECOMMENDATION

N/A

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. N/A

REVIEWED BY

Requesting Director: ***Sheryl Morgan***	Budget: ***N/A***
Legal: ***N/A***	City Administrator: ***Christine Cates***

CITY OF BLUE SPRINGS, MISSOURI
MINUTES OF COUNCIL MEETING
June 3, 2024

A meeting of the City Council of the City of Blue Springs, Missouri, was held on Monday, June 3, 2024, 6:00 p.m. in the Council Chambers of the Howard L. Brown Public Safety Building, 1100 SW Smith Street, Blue Springs, Missouri with Mayor Chris Lievsay presiding.

COUNCILMEMBERS IN ATTENDANCE

Jerry Kaylor
Ron Fowler
Galen Ericson
Kent Edmondson
Susan Culpepper

Also present were City Administrator Christine Cates, Interim City Attorney John Mullane, and City Clerk Erin Ford.

INVOCATION AND PLEDGE

Invocation by Blue Springs Police Department Chaplain Glen Nash and Councilmember Ericson led in the pledge of allegiance.

CALL MEETING TO ORDER AND CONFIRMATION OF QUORUM

Mayor Lievsay called the meeting to order at 6:01 p.m. The City Clerk confirmed a quorum of the Council was present.

CONSENT AGENDA

Councilmember Ericson moved to approve the Consent Agenda and the motion was seconded by Councilmember Edmondson.

- Minutes of the May 20, 2024 City Council meeting
- **Resolution No. 40-2024** approving the disposition of Information Technology department records which have met the required retention period as prescribed by the Blue Springs Records Retention, Management, and Destruction Policy dated November 28, 2016 and in accordance with the Missouri Secretary of State's records retention guidelines.
- **Liquor License for Galaxy I Missouri** located at 1017 NW Woods Chapel Road, Blue Springs, MO 64015 to sell intoxicating liquors in the original package, for consumption off premises (weekdays only) and Sunday Sales.
- Board and Commission Appointments
  A list of Mayoral appointments and reappointments to the City's boards and commissions is as follows:
  Board of Adjustment:
  New Appointment: Doug Stacer
  Development Advisory Commission:
  New Appointment: Travis Hagewood, Vice Chair
  Travis Hagewood (term expiring 2025)
  Downtown Review Board:
  New Appointment: Jason Ellis, Vice Chair
  Historic Preservation Commission:
  New Appointment: Pam Albarelli, Chair
  Jennifer Rischel Smith, Planning Comm Liaison

DRAFT

Reappoint:	Chris Birkenmaier
Land Bank:	
Reappointment:	Tracy White-Baldridge
Public Art Commission:	
New Appointment:	Tony Begulia
Public Safety Citizens' Advisory Board:	
New Appointment:	Carmen Booker, Chair
	Michael Kruger
Reappointment:	Matt Calhoun

The Consent Agenda was approved with the following vote:

Kaylor – Aye	Edmondson – Aye
Fowler – Aye	Culpepper – Aye
Ericson– Aye	Mayor Lievsay – Aye

PUBLIC HEARING – TOMMY'S EXPRESS CAR WASH REZONING (RZ-03-24-9093) & PLANNED DEVELOPMENT CONCEPT PLAN (PDC-03-24-9095) – MOTION TO CONTINUE

Mayor Lievsay advised the Council the applicant, Kevin Uhl, Frontier Investments, has requested a continuance of the public hearing indefinitely. Councilmember Culpepper moved to continue the public hearing on the rezoning (RZ-03-24-9093) from General Business to Planned Development – Commercial and for a Planned Development Concept Plan (PDC-03-24-9095) for Tommy's Express Car for property located at 509 NW 7 Highway be continued indefinity. Motion seconded by Councilmember Ericson and carried unanimously.

PUBLIC HEARING – CODE AMENDMENT – MARIJUANA DISPENSARY HOURS (UDCT-05-24-9152)

Mayor Lievsay opened the Public Hearing to consider amendments to the Unified Development Code to Section 405.050.A.34, Special Use Standards – Marijuana Dispensary, to expand the hours of operation for a Marijuana Dispensary (UDCT-05-24-9152) at 602 p.m. The minutes of the public hearing were recorded by a certified court reporter. City Clerk Erin Ford entered two exhibits into the record.

STAFF REPORT

Senior Director of City Development Mike Mallon reviewed the details of the proposed Unified Development Code amendments and addressed questions from the Council.

The Mayor hearing no further comments for or against, closed the public hearing at 6:13 p.m.

INTRODUCTION AND 1ST READING – BILL NO. 5217 – CODE AMENDMENT – MARIJUANA DISPENSARY HOURS (UDCT-05-24-9152)

Councilmember Culpepper introduced Bill No. 5217 approving amendments to the Unified Development Code to Section 405.050.A.34, Special Use Standards – Marijuana Dispensary, to expand the hours of operation for a Marijuana Dispensary (UDCT-05-24-9152). City Clerk Erin Ford made the first reading of Bill No. 5217 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Fowler moved to approve Bill No. 5217 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Edmondson and carried with a vote of 5-1 with

Councilmember Ericson voting no.

2ND READING – BILL NO. 5217

Ms. Ford made the second reading of Bill No. 5217 by title. Councilmember Edmondson moved to adopt Bill No. 5217 upon its second reading and give it **ORDINANCE NO. 5331,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Culpepper and carried with the following vote:

Fowler – Aye	Culpepper – Aye
Ericson – Nay	Kaylor – Nay
Edmondson – Aye	Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5218 – ANNEXATION AGREEMENTS FOR 29607 R.D. MIZE ROAD

Councilmember Culpepper introduced Bill No. 5218 approving Annexation Agreements with the fee simple owners, Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, of property located at 29607 R.D. Mize Road. City Clerk Erin Ford made the first reading of Bill No. 5218 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Fowler moved to approve Bill No. 5218 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Culpepper and carried unanimously.

2ND READING – BILL NO. 5218

Ms. Ford made the second reading of Bill No. 5218 by title. Councilmember Edmondson moved to adopt Bill No. 5218 upon its second reading and give it **ORDINANCE NO. 5332**, with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Culpepper and carried with the following vote:

Ericson – Aye	Kaylor – Aye
Edmondson – Aye	Fowler – Aye
Culpepper – Aye	Mayor Lievsay – Aye

2ND READING – BILL NO. 5213 – 29607 R.D. MIZE ROAD ANNEXATION (ANNX-03-24-9089)

Ms. Ford made the second reading of Bill No. 5213 by title, approving the annexation of the real property located at 29607 R.D. Mize Road into the City limits (ANNX-03-24-9089). The public hearing was held and the first reading of Bill No. 5213 was approved at the May 20, 2024 City Council meeting. Councilmember Edmondson moved to adopt Bill No. 5213 upon its second reading and give it **ORDINANCE NO. 5333,** with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Culpepper and carried with the following vote:

Edmondson – Aye	Fowler – Aye
Culpepper – Aye	Ericson – Aye
Kaylor – Aye	Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5219 – COOPERATIVE

Councilmember Culpepper introduced Bill No. 5219 approving an agreement with OMNIA Partners for participation in their purchasing cooperative program. City Clerk Erin Ford made the first reading of

PURCHASING AGREEMENT WITH OMNIA PARTNERS

Bill No. 5219 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Fowler moved to approve Bill No. 5219 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Edmondson and carried unanimously.

2ND READING – BILL NO. 5219

Ms. Ford made the second reading of Bill No. 5219 by title. Councilmember Edmondson moved to adopt Bill No. 5219 upon its second reading and give it **ORDINANCE NO. 5334**, with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Culpepper and carried with the following vote:

Culpepper – Aye
Kaylor – Aye
Fowler – Aye
Ericson – Aye
Edmondson – Aye
Mayor Lievsay – Aye

INTRODUCTION AND 1ST READING – BILL NO. 5220 – COOPERATIVE PURCHASING AGREEMENT WITH SOURCEWELL

Councilmember Culpepper introduced Bill No. 5220 approving an agreement with Sourcewell for participation in their purchasing cooperative program. City Clerk Erin Ford made the first reading of Bill No. 5220 by title; copies of the proposed Bill having previously been made available to the public.

Councilmember Fowler moved to approve Bill No. 5220 upon its first reading and proceed with the second reading. Motion seconded by Councilmember Edmondson and carried unanimously.

2ND READING – BILL NO. 5220

Ms. Ford made the second reading of Bill No. 5220 by title. Councilmember Edmondson moved to adopt Bill No. 5220 upon its second reading and give it **ORDINANCE NO. 5335**, with a copy attached hereto and made a part of the minutes. Motion seconded by Councilmember Culpepper and carried with the following vote:

Kaylor – Aye
Fowler – Aye
Ericson – Aye
Edmondson – Aye
Culpepper – Aye
Mayor Lievsay – Aye

COUNCIL COMMENTS

Councilmember Kaylor: Commended Blue Springs High School Wildcats baseball team on their State Championship.

MAYORAL ANNOUNCEMENTS

- Recognized Blue Springs High School Wildcats baseball team on the Class 6 State Championship.
- Paige Stuart, daughter of Parks Director Justin Stuart, broke the State Meet record in Class 5 Track and Field Championship in the girls 800 meter. The girls track team also took gold in the 4 x 400 and 4 x 800 relays.

ADJOURNMENT

At 6:20 p.m., there was no further business to come before the Council, Councilmember Edmondson moved the meeting be

adjourned. Motion seconded by Councilmember Fowler and carried unanimously.

CITY OF BLUE SPRINGS

ATTEST

Chris Lievsay, Mayor

Erin Ford, City Clerk

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 16, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution determining the City's estimated population as 60,539 as of July 1, 2023.

BACKGROUND/JUSTIFICATION

In accordance with the City of Blue Springs Municipal Code, Section 235.020, the population of the City of Blue Springs shall be determined annually and submitted to the City Council on or before January 1st of each year. On or before July 1 of each year, the U.S. Census Bureau releases population estimates for all municipalities in the United States from the previous year.

The latest population estimate for Blue Springs is 60,539, reflecting a 928 person increase in population from 2022 census population estimate of 59,611. It should be noted that this is a 2023 estimate and not the official 2023 census count. Population estimates are used to determine the number of certain liquor licenses, fireworks permits, payday loan establishments, tobacconists, and body art service land uses.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
N/A	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Copy of Section 235.020 of the Municipal Code
2. Census Memo dated May 16, 2024
3. Resolution

4.

REVIEWED BY

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

Section 235.020. Provisions For Storage, Licensing And Selling Of Fireworks. [R.O. 1996 § 235.020; CC 1968 § 8-16; Ord. No. 442 § 2, 6-2-1969; Ord. No. 751 § 1, 5-20-1974; Ord. No. 913 § 1, 9-6-1977; Ord. No. 1067 § 1, 5-5-1980; Ord. No. 1159 § 1, 6-21-1982; Ord. No. 1377 § 1, 3-18-1985; Ord. No. 1705 § 1, 3-21-1988; Ord. No. 1811 § 1, 3, 2-21-1989; Ord. No. 4034 § 1, 2-20-2007]

A. It shall be unlawful for any person, firm or corporation to store, sell or offer for sale fireworks of any type within the City limits; provided, however, notwithstanding any ordinance or Fire Code[1] provision to the contrary, sale of fireworks shall be permitted by local, non-profit, religious or community service organizations within the City limits for a period of four (4) days, said days being the first, second, third and fourth days of July and ending at Midnight on the said fourth day of July of each year. Provided, further, notwithstanding any ordinance or Fire Code provision to the contrary, it shall be unlawful for any person, firm or corporation, including local, non-profit, religious or community service organizations, within the City limits to store, sell or offer for sale bottle rockets, rockets of all types and size and any and all fireworks with an aerial trajectory having a cylinder or cartridge holding a propellant charge which cylinder or cartridge is not intended to be completely consumed before landing.

B. Any such local, non-profit, religious or community service organization desiring to sell or offer for sale permitted fireworks within City limits shall make written application to the Revenue Collections Department subject to the following conditions:

1. Not more than one (1) fireworks permit shall be issued per three thousand (3,000) population; provided, that the qualified organization holding a permit for the year 1984 shall be entitled to apply for and receive a permit irrespective of such population limit for as long as the application is resubmitted annually. Should the application not be resubmitted in any year, then should the applicant submit in a subsequent year, the application will be subject to the population limitation herein set forth.

2. The population of the City for the purpose of this Section shall be determined annually by the City, submitted to and approved by the City Council. This determination shall be submitted to the City Council on or before January first of each year.

3. Applicants for a fireworks permit in excess of the population limit shall be placed on a waiting list maintained by the City Clerk; and, at such time as a permit is available, then those on the waiting list shall be contacted and given an opportunity to present an application for a permit for consideration by the City Council.

4. Applications for renewal of licenses in effect for the year 2015 and renewals for subsequent years must be applied for between January 1 and April 1; all applications including each applicants' location of the fireworks stand, the tent size and related information will be presented for consideration at the first regular City Council meeting after April first. **[Ord. No. 4536 § 1, 3-16-2015]**

5. In the event fireworks permits are available, applicants for a fireworks permit who were not permit holders in the year 1984 or in the year prior to the application will be notified by the City Clerk by April fifth of each year; and applicants must complete and submit the application on or before April 25 and thereafter appear at the first regular meeting of the City Council in May, at which time applicant must present the location of the fireworks stand, the tent size and other related information.

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1. **Editor's Note: See § 500.010, Adoption Of International Building Codes.**

6. At the time the application for a fireworks permit is presented to the City Council, the applicants are required to provide in a form approved by the City the intended use of the funds produced from the fireworks sale, together with a proposal projecting the financial benefits from the operation of the fireworks stand, including the profit percentage expected by the applicant for the sale of the fireworks; and applicants shall satisfy the City Council that all monies collected from the sale of fireworks will be the funds of the applicant or organization subject to payment of expenses. **[Ord. No. 4536 § 1, 3-16-2015]**

7. All permits issued and approved by the City Council are personal to the applicant and non-transferable. The sale of fireworks or operation of a facility for the sale of fireworks by someone other than the license holder shall void the permit and cause forfeiture of the permit fee.

8. All fees collected from fireworks permits shall go to the General Fund.

9. No permit shall be issued until an authorized representative of the applicant shall have appeared at a meeting of the City Council and provided the information herein set forth, together with any other information requested by the Council.

10. No permittee shall allow other than unpaid volunteers of said permittee or organization to participate in any respect in the sale of fireworks or operation of the place of sale.

11. Any such person, firm or corporation making application for a permit shall accompany said application with a fee of two hundred seventy-five dollars ($275.00) for each location that a permit is sought. If the application is not approved by the City Council, the two hundred seventy-five dollars ($275.00) fee shall be returned to the applicant. If such application is approved, then the total fee shall be two hundred seventy-five dollars ($275.00) which shall be retained by the City of Blue Springs and be used as provided herein.

12. Any such person, firm or corporation making application for a permit shall accompany said application with current proof of insurance to remain on file in the Revenue Collections Department.

C. The grant or denial of a fireworks permit shall be at the sole discretion of the City Council based upon the foregoing standards; and all applications must contain the name of the applicant, in addition to a detailed description of the proposed location and the provisions to be taken pursuant to fire protection. The site location is limited to property which is zoned for commercial or industrial use; and the actual stand, tent or facility shall be at least one hundred (100) feet from any temporary or permanent building.

D. The City Council shall have the power to limit or prohibit the sale and/or shooting or detonation of fireworks for any of the dates designated by the Code of Ordinances of the City of Blue Springs, but said decision to limit or prohibit shall be made before 12:01 A.M. on the 16th day of June of the year said limitation or prohibition is to take place.

Blue Springs, Missouri
Community Development

MEMORANDUM

DATE: **May 16, 2024**

TO: **Mayor & City Council**

FROM: **Community Development**

SUBJECT: **2023 Population Estimates**

Population estimates as of July 1, 2023 were released by the U.S. Census Bureau on May 16, 2024. Below are estimates for Blue Springs, along with comparisons to peer communities and rankings within both the metro area and Missouri. The new 2023 population estimate for Blue Springs is **60,539.**

2020 Population Estimates of Metro-area cities over 50,000

Rank	Geographic Area	April 1, 2020	Population Estimate (as of July 1)				Numeric Change 2020-2023	Percentage Change 2020-2023
			2020	2021	2022	2023		
1	Kansas City city, Missouri	507,978	508,220	509,080	509,129	510,704	2,726	0.54%
2	Overland Park city, Kansas	197,249	197,734	197,610	197,705	197,089	-160	0.08%
3	Kansas City city, Kansas	156,609	156,298	154,763	153,238	152,933	-3,676	-2.35%
4	Olathe city, Kansas	141,285	141,586	143,432	145,577	147,461	6,176	4.37%
5	Independence city, Missouri	122,923	122,899	122,185	121,079	120,922	-2,001	-1.63%
6	Lee's Summit city, Missouri	101,123	101,621	102,883	103,409	104,184	3,061	3.03%
7	Shawnee city, Kansas	67,313	67,446	67,675	69,180	69,417	2,104	3.13%
8	**Blue Springs city, Missouri**	**58,743**	**58,903**	**59,605**	**59,611**	**60,539**	**1,796**	**3.06%**
9	Lenexa city, Kansas	57,417	57,548	58,530	58,607	58,536	1,119	1.95%

2020 Population Estimates of Missouri cities over 50,000

Rank	Geographic Area	April 1, 2020	Population Estimate (as of July 1)				Numeric Change 2020-2023	Percentage Change 2020-2023
			2020	2021	2022	2023		
1	Kansas City city, Missouri	507,978	508,220	509,080	509,129	510,704	2,726	0.54%
2	St. Louis city, Missouri	301,565	300,496	293,622	286,193	281,754	-19,811	-6.57%
3	Springfield city, Missouri	169,170	169,177	169,253	170,028	170,188	1,018	-0.60%
4	Columbia city, Missouri	126,044	126,307	127,394	128,392	129,330	3,286	2.61%
5	Independence city, Missouri	122,923	122,899	122,185	121,079	120,922	-2,001	-1.63%
6	Lee's Summit city, Missouri	101,123	101,621	102,883	103,409	104,184	3,061	3.03%
7	O'Fallon city, Missouri	91,332	91,621	93,694	93,649	94,074	2,742	3.00%
8	St. Charles city, Missouri	70,577	70,780	71,082	71,224	71,800	1,223	1.73%
9	St. Joseph city, Missouri	72,477	72,144	71,381	70,636	70,634	-1,843	-2.54%
10	**Blue Springs city, Missouri**	**58,743**	**58,903**	**59,605**	**59,611**	**60,539**	**1,796**	**3.06%**
11	St. Peters city, Missouri	57,732	57,708	58,209	58,523	59,413	1,681	2.91%
12	Joplin city, Missouri	51,765	51,803	51,947	52,499	53,095	1,330	2.57%
13	Florissant city, Missouri	52,536	52,449	52,057	51,531	51,128	-1,408	-2.68%

Resolution No. 41-2024

A RESOLUTION DETERMINING THE POPULATION OF THE CITY OF BLUE SPRINGS

WHEREAS, in accordance with the City of Blue Springs Municipal Code, Section 235.020, the population of the City of Blue Springs shall be determined annually and submitted to the City Council on or before the first day of January each year; and

WHEREAS, the Community Development Department has received documentation from the U.S. Census Bureau, which determined the City's most current population estimate as 60,539.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Council hereby accepts the population estimate as of July 1, 2023, for the City of Blue Springs to be 60,539.

Section 2. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 12, 2024

SUBMITTED BY: Sheryl Morgan **DEPARTMENT: Administration**

☐ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☒ Other

ISSUE/REQUEST

Pursuant to Blue Springs Home Rule Charter Section 4.4.C – Powers and Duties; Appointments: The Mayor, with the advice and consent of the majority of the Council, shall appoint all members of committees, boards, and commissions. A slate of 2024 appointments and reappointments will be submitted to Council for approval.

BACKGROUND/JUSTIFICATION

A list of Mayoral appointments and reappointments to the City's boards and commissions is as follows:

Planning Commission:
New Appointment: Jared Pumphrey

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 18, 2024	April 30, 2025

STAFF RECOMMENDATION

N/A

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

N/A

REVIEWED BY:

Requesting Director: ***Sheryl Morgan***	Budget: ***N/A***
Legal: ***N/A***	City Administrator: ***Christine Cates***

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 22, 2024

SUBMITTED BY: Amy Willyard **DEPARTMENT: Human Resources**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution authorizing payment for the City's annual property, liability, and workers' compensation insurance for the insurance plan year that begins July 1, 2024.

BACKGROUND/JUSTIFICATION

The City has been working with CBIZ, Inc. as a broker for all City insurance options; health, dental, vision, life, property, casualty, liability, and worker's compensation.

This Resolution accepts the renewal proposal, including rates, and authorizes payment for property, liability, and workers compensation insurance. The cost in 2023 was $2,016,375; the not-to-exceed amount for 2024 is $2,487,008. This is an increase of $470,633. The 23.3% increase is being driven by current market conditions as well as the following factors:

- Property: The City's building values increased 18% to align the values with current reconstruction costs. Nationwide, the frequency and severity of natural disasters such as hurricanes, wildfires, tornadoes and floods have increased, leading to higher reinsurance costs. This, in turn, has affected primary insurers (such as Travelers), resulting in higher premiums for property coverage. Missouri is prone to severe weather events, particularly hailstorms and tornadoes. The increased frequency of these event has led to a higher number of claims and higher premiums.
- Law Enforcement Liability: Officer count increased compared to last year, which affects the premium rating. The deductible increased to $50,000 in response to current market trends. The increase in deductible is attributed to market conditions including a rise in high-profile incidents involving law enforcement officers, leading to increased litigation and higher claim costs.
- Employment Practices Liability: The overall employee count increased compared to last year, which affects the premium rating. The deductible increased $50,000 in response to current market trends. These trends include a notable increase in claims related to workplace discrimination and harassment. High-profile movements and greater awareness of employee rights have contributed to this trend.
- The Auto Claim deductible will increase from $1,000 to $5000. The deductible increase is changing market conditions. There has been a rise in the frequency and severity of auto claims. Advances in vehicle technology have increased the cost of repairs.
- State of the Insurance Marketplace: The insurance marketplace remains in a hard status, characterized by increased rate pressure, shrinking capacity and less favorable terms and conditions for insureds. Capacity continues to shrink with fewer carriers being able or willing to offer comprehensive and cost-effective solutions for public entities.

The City is still pursuing quotes from competitive coverage to determine the best option in terms of cost and overall coverage.

FINANCIAL IMPACT

Contractor:	Travelers Property Casualty Co of America and Missouri Employers Mutual Insurance Co.
Amount of Request/ Contract:	$2,487,008
Amount Budgeted:	N/A
Budget Year:	FY 2024-25
Funding Source/Account #:	Various
Account Balance:	N/A Date: 6/13/2024

PROJECT TIMELINE

Estimated Start Date	**Estimated End Date**
July 1, 2024	June 30, 2025
Years and Months Contract in effect	**Number of times renewable**
12 months	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Insurance Proposal attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Amy Willyard***	Budget: ***Lori Turner***
Legal: ***N/A***	City Administrator: ***Christine Cates***

Resolution No. 42-2024

A RESOLUTION APPROVING THE PROPOSAL AND AUTHORIZING PAYMENT FOR PROPERTY, LIABILITY, AND WORKERS COMPENSATION INSURANCE FOR THE INSURANCE PLAN YEAR THAT BEGINS JULY 1, 2024

WHEREAS, due to increasing costs for insurance coverage, the City researched options and costs in the marketplace through a contract with CBIZ Inc.; and

WHEREAS, the City of Blue Springs will be utilizing a national insurance provider for property and liability insurance and Missouri Employers Mutual Insurance Co. for workers' compensation insurance beginning July 1, 2024; and

WHEREAS staff recommends payment of $397,618 for property insurance, $7,513 for Inland Marine, $3,657 for Crime, $173,601 for liability insurance $161,066 for law enforcement, $32,300 for public entity, $59,255 for employment practices, $299,864 for automobile insurance, $101,136 for umbrella coverage and $1,234,434 for workers' compensation and $16,564 for other liability insurance for the plan year July 1, 2024, through June 30, 2025, for a total not to exceed of $2,487,008.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to accept the Insurance Proposal and bind coverage with the selected Insurance Vendor and Missouri Employers Mutual Insurance Co. for the insurance plan year that begins July 1, 2024. A copy of the Insurance Proposal is attached hereto as Exhibit A.

Section 2. City staff is directed to perform all tasks necessary to implement said contract.

Section 3. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

ATTEST:

_____
Chris Lievsay, Mayor

_____
Erin Ford, City Clerk

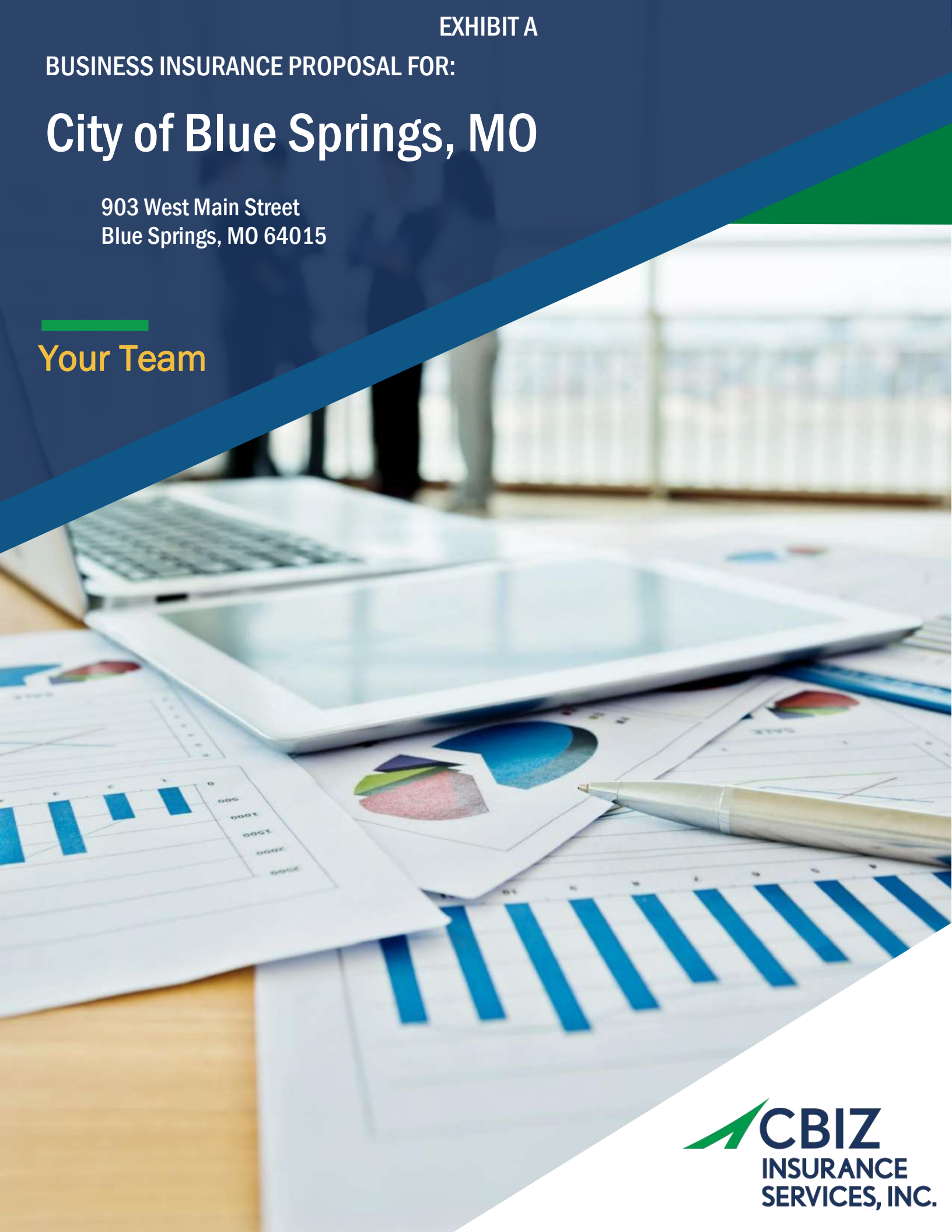
EXHIBIT A

BUSINESS INSURANCE PROPOSAL FOR:

City of Blue Springs, MO

903 West Main Street
Blue Springs, MO 64015

Your Team



CBIZ INSURANCE SERVICES, INC.

CBIZ Your Team.



NYSE: CBZ

120+ offices

6,500+ team members

82,000+ clients

84 Workplace Awards in 2022

Local. Trusted. Nationwide.

Top 15 Largest Accounting Provider Nationally[1]

Top 30 Largest Broker of U.S. Business[2]

Top 4 Institutional Consulting Team[3]



Financial & Accounting

- Accounting & Tax
- Government Health Care Consulting
- Financial Advisory
- Valuation
- Litigation Support
- Risk & Advisory Services
- Tenant Advisory Services

Benefits & Insurance

- Benefits Consulting
- Payroll Services
- Human Capital Management
- Property & Casualty
- Retirement & Investment Solutions
- Talent & Compensation Solutions
- Individual Life Insurance

Commitment to Community

including

11 Million+ Lbs. of Food Donated

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[1]Accounting Today – March 2023 [2]Business Insurance magazine – July 2022 [3]Barron's Top Institutional Consultants – 2022. Rankings and recognition by unaffiliated third parties may not be representative of a CBIZ Investment Advisory Services' client experience and should not be construed as a guarantee of a certain level of results. Neither CBIZ IAS nor its advisors pays a fee to the third party in exchange for the rating.

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CBIZ SERVICE TEAM

INDIVIDUAL / TITLE	FUNCTIONAL POSITION
Tom McGuire Team Leader 816-945-5293 Cell: 913-307-6048 TFMcGuire@CBIZ.com	Your account representative is responsible for the overall delivery of excellent service.
Erik Hage, CPCU, ARM Lead Account Executive 816.841.4005 ehage@cbiz.com	Your primary contact and the senior person responsible for coordinating and implementing the activities of the various specialists who will provide for your service needs. This includes the coordination of technical services, program services, claims management and claim reviews.
Nate Byarlay, MBA, ARM, AINS Account Executive 816.945.5514 nbyarlay@cbiz.com	Responsible for day-to-day service activities, correspondence, account file maintenance, certificates, invoicing and financial accounting.
Jessika Downing Senior Account Manager 816-945-5545 jessika.downing@cbiz.com	Responsible for day-to-day service activities, correspondence, account file maintenance, certificates, invoicing and financial accounting.
Amanda Miller Public Entity Claims Associate 816-945-5255 AGMiller@cbiz.com	Responsible for the reporting of claims to carriers. Involved in the initial submission of claims and follow-up with insurance company claims personnel.
Jason Walker Loss Control 432-571-4909 Jason.Walker@cbiz.com	Coordinates carrier and in-house loss control services.

This is a summary of your insurance coverages. It is designed for your convenience. It does not alter or extend coverage in any way. Please consult your insurance contract for specific policy terms, conditions, or exclusions.

PREMIUM SUMMARY

Coverage	2023/2024 Annualized Premium	2024/2025 Estimated Premium
Property/Equipment Breakdown	$273,817	$397,618
Inland Marine	$7,290	$7,513
Crime	$3,185	$3,657
General Liability	$119,913	$173,601
Law Enforcement Liability	$111,312	$161,066
Public Entity Management Liability	$24,022	$32,300
Employment Practices Liability	$39,305	$59,255
Automobile	$231,246	$299,864
Umbrella	$50,943	$101,136
Travelers Total	**$861,033**	**$1,236,010**
Workers Compensation	$1,138,778	$1,234,434
Other Liability	$16,564	$16,564
Wind Deductible Buy Back	N/A	N/A
Total Premium	**$2,016,375**	**$2,487,008**

MARKETING EFFORTS

Carrier	Line of Business	Indication
Travelers	Package	Quoted – details on premium summary
Chubb	Property/Inland Marine	Reviewing
Glatfelters	Package	Declined – outside carrier appetite (LEL officer count threshold, city size)
Liberty Mutual	Package	Declined – not filed in MO for municipalities
Trident	Package	Declined – outside carrier appetite (City size and operations)
Wright Specialty	Package	Declined – not writing municipality business in MO

FIRST NAMED INSURED

Named Insured & FEIN	Property	General Liability	Auto	Workers Compensation	Umbrella	Inland Marine	Crime	Cyber
City of Blue Springs, MO 44-6000139	X	X	X	X	X	X	X	X

PROPERTY

Company:	Travelers Property Casualty Company Of America
A.M. Best Rating:	A++; XV
Policy Period:	July 1, 2024 – July 1, 2025

Location: See SOV for the Details

Coverage	2023/2024 Limits	2024/2025 Limits	Deductible
Blanket Building & Business Personal Property	$194,660,556	$229,021,289	AOP: $10,000 Wind/Hail: 3% ($250K min.)
Specified Building Limit – 1003 SW Walnut St. (House)	$150,000	$157,500	AOP: $10,000 Wind/Hail: 3% ($250K min.)
Business Income/Extra Expense	$1,000,000	$1,000,000	72 hours
Earthquake	$5,000,000	$5,000,000	$25,000
Flood	$5,000,000	$5,000,000	$50,000

Valuation:

Subject of Insurance	Valuation	Coinsurance
Building	Replacement Cost	N/A
Business Personal Property	Replacement Cost	N/A

Perils Insured:

- Direct physical loss subject to policy exclusions
- Equipment Breakdown included

Policy Extensions:

- **Wind/Hail Deductible: 3% subject to minimum $250,000**
- Personal Property at Undescribed Premises:
  - At any "exhibition" premises $50,000
  - At any other not owned, leased or regularly operated premises $50,000
- Personal Property in Transit $50,000

PROPERTY (CONTINUED)

- Utility Services:
  - Direct Damage - in any one occurrence $50,000
  - Coverage is provided for the following:
    - Water Supply
    - Communication Supply
    - Power Supply
  - Coverage for Overhead Transmission Lines is excluded
- Equipment Breakdown:
  - Spoilage $250,000
  - Ammonia Contamination $250,000
  - Hazardous Substance $250,000
- Building Coverage: Fences Outside of Buildings $23,000
- Electronic Vandalism Limitation Endorsement:
  - Aggregate $10,000
- Public Sector Services Additional Coverage Endorsements:
  - Spoilage Coverage Extension $10,000
  - Sewer or Drain Backup Amendment $50,000
  - Law Enforcement Animals
    - Any one law enforcement animal $25,000
    - All law enforcement animals – maximum per occurrence $100,000
  - Public Entity Property Extensions
    - Confiscated Property $100,000
    - Streetlights – each item $5,000
    - Streetlights – maximum per occurrence $50,000
    - Street Signs – each item $5,000
    - Street Signs – maximum per occurrence $50,000
    - Traffic Signs and Lights – each item $5,000
    - Traffic Signs and Lights – maximum per occurrence $50,000
    - Stadium Lights – per occurrence $5,000
  - Stadium Lights – maximum per occurrence $50,000
- Golf Facilities Property Endorsement (for Loc84/Bldg153)
  - Miscellaneous Golf Course Grounds Property $100,000
  - Greens, Tees, Fairways $50,000
  - Trees, Plants, And Shrubs $100,000; $10,000 per item
- Specific Limits for Loc257/Bldg326 (House at 1003 SW Walnut Street):
  - Building: $157,500

Additional Coverages & Coverage Extensions:

- Accounts Receivable:
  - At all described premises $500,000
  - In transit or at all undescribed premises $500,000
- Appurtenant Buildings and Structures $100,000
- Claim Data Expense $25,000
- Covered Leasehold Interest – Undamaged Improvements & Betterments
  - Lesser of Your Business Personal Property limit or: $100,000
- Debris Removal (additional amount) $250,000
- Electronic Data Processing Data and Media At all described premises Included*

PROPERTY (CONTINUED)

- Employee Tools
  - In any one occurrence $25,000
  - Any one item $2,500
- Fine Arts
  - At all described premises $50,000
  - In transit $25,000
- Fire Department Service Charge Included*
- Fire Protective Equipment Discharge Included*
- Green Building Alternatives – Increased Cost
  - Percentage 1%
  - Maximum amount – each building $100,000
- Green Building Reengineering and Recertification Expense $25,000
- Limited Coverage for Fungus, Wet Rot or Dry Rot – Annual Aggregate $25,000
- Loss of Master Key $25,000
- Newly Constructed or Acquired Property:
  - Buildings - each $2,000,000
  - Personal Property at each premises $1,000,000
- Non-Owned Detached Trailers $25,000
- Ordinance or Law Coverage $500,000
- Outdoor Property $50,000
  - Any one tree, shrub or plant $5,000
- Outside Signs
  - At all described premises $100,000
  - At all undescribed premises $5,000
- Personal Effects $50,000
- Personal Property At Premises Outside of the Coverage Territory $50,000
- Personal Property In Transit Outside of the Coverage Territory $25,000
- Pollutant Cleanup and Removal – Annual Aggregate $100,000
- Preservation of Property
  - Expenses to move and temporarily store property $250,000
  - Direct loss or damage to moved property Included*
- Reward Coverage
  - 25% of covered loss up to a maximum of: $25,000
- Stored Water $25,000
- Theft Damage to Rented Property Included*
- Undamaged Parts of Stock in Process $50,000
- Valuable Papers and Records – Cost of Research
  - At all described premises $500,000
  - In transit or at all undescribed premises $500,000
- Water or Other Substance Loss – Tear Out and Replacement Expense Included*
- Business Income from Dependent Property
  - At Premises Within the Coverage Territory $250,000
  - At Premises Outside of the Coverage Territory $100,000
- Civil Authority
  - Coverage Period 30 days
  - Coverage Radius 100 miles
- Claim Data Expense $25,000
- Contract Penalties $25,000

PROPERTY (CONTINUED)

- Extended Business Income
  - Coverage Period 180 days
- Fungus, Wet Rot or Dry Rot – Amended Period of Restoration
  - Coverage Period 30 days
- Green Building Alternatives – Increased Period of Restoration
  - Coverage Period 30 days
- Ingress or Egress $25,000
- Newly Acquired Locations $500,000
- Ordinance or Law - Increased Period of Restoration $250,000
- Pollutant Cleanup and Removal – Annual Aggregate $25,000
- Transit Business Income $25,000
- Undescribed Premises $25,000

Forms and Endorsements:

- ROOF SURFACING - ACTUAL CASH VALUE (DX T5 04 04 13)
  - Applies to Fieldhouse building at 425 NE Mock Ave only

GENERAL LIABILITY

Company:	The Charter Oak Fire Insurance Company
A.M. Best Rating:	A++; XV
Policy Period:	July 1, 2024 – July 1, 2025
Coverage Form:	Occurrence

Limits of Liability:

Coverage	Limits
General Aggregate (Other than products/completed operations)	$4,000,000
Products & Completed Operations Aggregate	$4,000,000
Each Occurrence – Bodily Injury & Property Damage	$2,000,000
Personal & Advertising Injury	$2,000,000
Damage to Premises Rented to You – Any One Premises	$500,000
Medical Expenses - Any One Person	Excluded
Deductible (per occurrence)	$5,000
Sewage Back-Up Limit	$1,000,000
Failure To Supply Limit	$1,000,000
Abuse or Molestation– Each Abuse & Aggregate	$1,000,000/$1,000,000

Policy Extensions:

- Who is An Insured is extended to include employees and volunteers
- Blanket Additional Insured where required by written contract
- Broad Knowledge of Occurrence
- Unintentional Errors and Omissions
- Blanket Waiver of Subrogation if agreed prior to loss
- Limits for Employee Benefits Liability and Liquor Liability are not shared in General Aggregate (separate limits apply)
- Unmanned Aircraft Exclusion – with exception for designated aircraft and certain advertising injury
- Preservation of Governmental Immunity included
- Employee Benefits Liability
  - Each Employee: $2,000,000
  - Aggregate: $6,000,000
  - Deductible: $1,000
  - Retroactive Date: 12/31/1984

Forms and Endorsements:

- Professional liability, pollution, care, custody and control, workers' compensation, automobile, war, nuclear, criminal acts, asbestos, mold, employment practices liability, fungus, lead, bacteria, subsidence, EIFS, and silica.

LAW ENFORCEMENT LIABILITY

Company:	The Charter Oak Fire Insurance Co
A.M. Best Rating:	A++; XV
Policy Period:	July 1, 2024 – July 1, 2025
Coverage Form:	Occurrence

Limits of Liability:

Coverage	Limits
Each Wrongful Act Limit	$2,000,000
Aggregate Limit	$2,000,000
Deductible	$50,000

Policy Conditions:

- Who is an Insured Includes:
  - Public Entity
  - Employees
  - Legal Representatives
  - Volunteer Workers
  - Elected and Appointed Officials
- Physical Damage to personal property of others in possession at time of arrest and in the care, custody, or control of the insured - $25,000
- Defense outside the limits

Rating Basis:

2023/2024	2024/2025
Full Time Officers – 83 Dispatchers – 14 Police Dogs – 0 Full-time Jailers – 7 Court Security Officers – 0.5 Animal Control – 0 Other – 20 **Total – 124.5**	Full Time Officers – 91 Dispatchers – 16 Police Dogs – 0 Full-time Jailers – 7 Court Security Officers – 1 Animal Control – 0 Other – 16 **Total – 131**

PUBLIC ENTITY LIABILITY

Company:	The Charter Oak Fire Insurance Co
A.M. Best Rating:	A++; XV
Policy Period:	July 1, 2024 – July 1, 2025
Coverage Form:	Claims Made

Management Liability:

Coverage	Limits
Each Wrongful Act Limit	$2,000,000
Aggregate Limit	$2,000,000
Retroactive Date	12/31/1984
Deductible	$5,000

Employment Practices Liability:

Coverage	Limits
Each Wrongful Act Limit	$2,000,000
Aggregate Limit	$2,000,000
Retroactive Date	12/31/1984
Deductible	$50,000

EPL Rating Basis:

2023/2024	2024/2025
Full Time Employees – 260 Part Time Employees - 85	Full Time Employees – 281 Part Time Employees - 112

Policy Conditions:

- Coverage applies to zoning disputes
- Defense applies:
  - Outside the limits for Management Liability
  - Inside the limits for Employment Practices Liability
- Volunteers included as insureds
- Workplace Violence Expenses Limit: $250,000
- Third Party Sexual Harassment included

Claims Made Notice:

Except to such extent as may otherwise be provided herein, the coverage of this policy is limited to liability for only those claims that are first made against the insureds during the policy period and reported in writing to the insurer pursuant to the terms herein.

COMMERCIAL AUTO

Company: The Travelers Indemnity Co Of America

A.M. Best Rating: A++; XV

Policy Period: July 1, 2024 – July 1, 2025

Coverage	Symbol	Limits
Bodily Injury & Property Damage - Combined Single Limit	1	$2,000,000
Medical Payments – Each Person	2	$5,000
Uninsured Motorist – Limit Per Accident	2	$1,000,000*
Underinsured Motorist – Limit Per Accident	2	$1,000,000*
Physical Damage - Comprehensive	2, 8	$2,500
Physical Damage – Collision	2, 8	$2,500

***UM/UIM Limits can be lowered to $100K subject to a signed form at binding**

Rating Basis:

- Number of autos, excluding trailers: 189
- Number of trailers: 29
- Composite Rate:
  - $1,042 (Liability)
  - 0.463 (Comprehensive)
  - 0.562 (Collision)

Policy Extensions:

- Comprehensive/Collision - $2,500 Deductible (vehicles)
- **Auto Liability - $5,000 Deductible**
- Hired Auto Physical Damage Loss of Use - $1,000 Deductible
- Glass Deductible Waived
- Blanket Wavier of Subrogation
- Unintentional Errors and Omissions
- Employees as Insureds

COMMERCIAL AUTO (CONTINUED)

	Description Of Covered Auto Designation Symbols	
1	Any Auto	
2	Owned Autos Only	Only those autos you own (for Covered Autos Liability Coverage any trailers you don't own while attached to power units you own). This includes those autos you acquire ownership of after the policy begins.
3	Owned Private Passenger Autos Only	Only the private passenger autos you own. This includes those private passenger autos you acquire ownership of after the policy begins.
4	Owned Autos Other Than Private Passenger Autos Only	Only those autos you own that are not of the private passenger type (for Covered Autos Liability Coverage any trailers you don't own while attached to power units you own). This includes those autos not of the private passenger type you acquire ownership of after the policy begins.
5	Owned Autos Subject to No—fault	Only those autos you own are required to have no-fault benefits in the state where they are licensed or principally garaged. This includes those autos you acquire ownership of after the policy begins provided they are required to have no-fault benefits in the state where they are licensed or principally garaged.
6	Owned Autos Subject to a Compulsory Uninsured Motorists Law	Only those autos you own that because of the law in the state where they are licensed or principally garaged are required to have and cannot reject Uninsured Motorists Coverage. This includes those autos you acquire ownership of after the policy begins provided they are subject to the same state uninsured motorist's requirement.
7	Specifically Described Autos	Only those autos described in Item Three of the Declarations for which a premium charge is shown (for Covered Autos Liability Coverage any trailers you don't own while attached to any power unit described in Item Three).
8	Hired Autos Only	Only those autos you lease, hire, rent or borrow. This does not include any auto you lease, hire, rent or borrow from any of your employees, partners (if you are a partnership), members (if you are a limited liability company) or members of their households.
9	Non-owned Autos Only	Only those autos you do not own, lease, hire, rent or borrow that are used in connection with your business. This includes autos owned by your employees, partners (if you are a partnership), members (if you are a limited liability company) or members of their households but only while used in your business or your personal affairs.

Standard Exclusions:

- Expected or intended injury, contractual, workers' compensation, employers liability, fellow employee, care, custody and control, handling of property, movement of property by a mechanical device, completed operations, pollution, war, racing and nuclear.

INLAND MARINE

Company: Travelers Property Casualty Company Of America

A.M. Best Rating: A++; XV

Policy Period: July 1, 2024 – July 1, 2025

Coverage	Limit	Deductible
Contractors Equipment		
Listed Items	$2,201,786	$2,500
Unlisted Items	$100,000; Not to Exceed $5,000 Per Item	$2,500
Leased or Rented Items	$100,000 per item	$2,500
Maximum Amount of Payment	$2,401,786	
Flood	Each Loss: $1,000,000 Annual Aggregate: $1,000,000	$25,000
Earth Movement	Each Loss: $1,000,000 Annual Aggregate: $1,000,000	$25,000
Scheduled Property		
Scheduled Items	$938,003	$2,500
Flood	Each Loss: $1,000,000 Aggregate: $1,000,000	$25,000
Earth Movement	Each Loss: $1,000,000 Aggregate: $1,000,000	$25,000

Valuation:

Subject of Insurance	Valuation	Coinsurance
Contractors Equipment	Actual Cash Value	80%
Scheduled Property	Actual Cash Value	80%

Perils Insured:

- Direct physical loss subject to policy exclusions

WORKERS COMPENSATION

Company: Missouri Employers Mutual Insurance Co

A.M. Best Rating: A-; IX

Policy Period: July 1, 2024 – July 1, 2025

Coverage A: Workers' Compensation — statutory limits apply MO

Coverage B: Employers Liability:

Coverage	Limits
Bodily Injury — Each Accident	$1,000,000
Bodily Injury by Disease — Policy Limit	$1,000,000
Bodily Injury by Disease — Each Employee	$1,000,000

Coverage C: Other states insurance applies to the states if any listed: None

Scheduled States:

MO

Experience Modification

2024 – 2.23
2023 – 2.10
2022 – 1.88

Officers Included:

Officers Excluded:

Premium Audit

This policy will be audited at end of the term. The final premium will be based on your actual exposure subject to the policy minimum premium.

Payments to subcontractors will be included in your audited payroll unless you obtain a valid certificate of insurance from the subcontractor indicating they have workers' compensation insurance. If the subcontractor is a sole proprietor or LLC (limited liability company), the certificate must state that the owners are covered by the workers' compensation to be excluded from the audit.

WORKERS COMPENSATION (CONTINUED)

Rating Basis:

State	Class Code	Description	2023/2024 Payroll	2023/2024 Rates	2024/2025 Payroll	2024/2025 Rates
MO	5506	Street Or Road Construction Paving Or Repaving	$853,796	$7.74	$927,866	$7.39
MO	7380	Drives, Chauffeurs, Messengers, and Their HEL	If Any	$9.54	If Any	$9.47
MO	7520	Waterworks Operation & Drivers	$522,439	$4.34	$581,402	$4.12
MO	7580	Sewage Disposal Plant Operation & Drivers	$503,625	$4.25	$592,134	$3.81
MO	7720	Police Officers & Drivers	$7,279,257	$5.71	$7,562,982	$5.82
MO	8391	Automobile Repair Shop & Parts Department Employees	$246,633	$4.07	$250,375	$3.87
MO	8601	Architectural or Engineering Firm	$85,284	$0.40	$85,410	$0.35
MO	8742	Salespersons Or Collectors-Outside	$98,941	$0.44	$103,296	$0.41
MO	8810	Clerical Office Employees NOC.	$4,714,835	$0.21	$4,965,774	$0.20
MO	8831	Hospital-Veterinary & Drivers	If Any	$1.87	If Any	$1.78
MO	8869	Child Care Center-All Employees Including Clerk	$166,356	$1.52	$160,048	$1.43
MO	9061	Club-NOC & Clerical	$154,571	$1.98	$178,685	$1.96
MO	9063	YMCA, YWCA, YMHA, Or YWHA, Institution-All Employees	$730,463	$1.26	$1,419,739	$1.18
MO	9082	Restaurant NOC	$12,979	$2.17	$12,979	$2.18
MO	9102	Park NOC – All Employees & Drivers	$1,364,052	$4.46	$1,382,171	$3.99
MO	9402	Street Cleaning & Drivers	If Any	$7.91	If Any	$7.50
MO	9410	Municipal, Township, County, Or State Employee	$1,005,582	$5.20	$1,013,046	$5.13
Total Payroll			**$17,738,813**		**$19,235,907**	

CRIME

Company: Travelers Property Casualty Company Of America

A.M. Best Rating: A++; XV

Policy Period: July 1, 2024 – July 1, 2025

Coverage Form: Discovery

Coverage	Limits	Deductible
Employee Theft	$100,000	$5,000
Forgery Or Alteration	$100,000	$5,000
Inside The Premises – Theft of Money And Securities	$100,000	$5,000
Inside The Premises – Robbery Or Safe Burglary Of Other Property	$100,000	$5,000
Outside The Premises	$100,000	$5,000
Computer Fraud	$100,000	$5,000
Funds Transfer Fraud	$100,000	$5,000
Money Orders and Counterfeit Paper Currency	$100,000	$5,000

Policy Extensions:

- Faithful Performance of Duty Included

UMBRELLA LIABILITY

Company: Travelers Property Casualty Company Of America
A.M. Best Rating: A++; XV
Policy Period: July 1, 2024 – July 1, 2025
Coverage Form: Occurrence

Coverage	Limits
General Aggregate	$3,000,000
Each Occurrence	$3,000,000
Self-Insured Retention	$10,000

Underlying Policies & Limits:	
General Liability	
Carrier	The Charter Oak Fire Insurance Co.
Each Occurrence	$2,000,000
General Aggregate Limit	$4,000,000
Products & Completed Operations Aggregate	$4,000,000
Personal & Advertising Injury	$2,000,000
Automobile	
Carrier	The Travelers Indemnity Co Of America
Combined Single Limit	$2,000,000
Law Enforcement Liability	
Carrier	The Charter Oak Fire Insurance Co.
Each Wrongful	$2,000,000
Aggregate	$2,000,000
Public Entity Management Liability	
Carrier	The Charter Oak Fire Insurance Co.
Each Wrongful	$2,000,000
Aggregate	$2,000,000
Employment Practices Liability	
Carrier	The Charter Oak Fire Insurance Co.
Each Wrongful Offense	$2,000,000
Aggregate	$2,000,000
Employee Benefit Liability	
Carrier	The Charter Oak Fire Insurance Co.
Each Employee	$2,000,000
Aggregate Limit	$6,000,000

UMBRELLA LIABILITY (CONTINUED)

Policy Extensions:

- Crisis Management Service Expenses Limit $50,000

Standard Exclusions:

- Professional liability, care, custody & control (real & personal property), mold, lead, asbestos, pollution, subsidence, employment practices liability, criminal acts, nuclear, war, workers' compensation and fungus.

PAYMENT PLANS & TERMS

Payment of Premiums:

If your policies are billed by CBIZ and not directly from the carrier, payment is due the later of the effective date or 30 days after the invoice date.

For certain policies, normal credit terms are not available, and payment must be received **before** the insurance carrier will issue your policy. Your Service Team will inform you of such exceptions.

CLAIMS-MADE POLICIES

OCCURRENCE VERSUS CLAIMS MADE COVERAGE.

Insurance written on an occurrence form provides coverage for events or wrongful acts solely occurring during the policy period. The claim from the wrongful act can be brought in the future after the policy expires and still have coverage response. For example, if you buy an auto policy that is valid for one year, then it will cover an accident that happens during that one year, even if a lawsuit isn't filed until after the policy has already expired. On the other hand, **coverage is triggered for a claims-made insurance policy only when a claim is first reported during the policy period,** even if the injury occurred prior to the inception date of the insurance policy. Conversely, if the injury occurs during the policy period and a claim isn't reported until after the policy has expired, then the policy will not provide coverage. Management liability and professional liability policies are typically on claims-made forms. The common exceptions are media liability and health care professional liability, which tend to be on occurrence forms.

WHAT IS A RETROACTIVE DATE?

Claims-made policies also often contain a retroactive date that specifies the earliest point in time for which the insurance will provide coverage. The coverage applies to actual or alleged wrongful acts from the retroactive date forward. Only injuries or wrongful acts occurring after the retroactive date will be covered by a claims-made policy.

WHAT IS A CONTINUITY DATE?

This is synonymously called the prior and pending litigation date. Like a retroactive date, this feature sets a date in time for prior or active litigation but not wrongful acts. This clause will state that any litigation of any type that was initiated prior to the continuity date will not be covered, even if the allegations were not part of a potentially covered claim. Many claims can evolve from one type to another. For example, a pollution event could harm the value of a corporation and evolve into a Directors & Officers Liability claim, or a Privacy Litigation claim could evolve into a Directors & Officers Liability claim. This date is typically set as the date the named insured first bought a type of insurance policy. When moving coverage from one insurer to another, it is critical to maintain your continuity date.

WHAT IS A CLAIM?

Often a claims-made policy will define the term claim quite broadly to include much more than just a lawsuit. Many policies define claims to include written demands for damages as well as proceedings such as arbitration, administrative (such as those brought by the SEC or EEOC), regulatory, mediation and civil proceedings. The language of each policy will govern what constitutes a claim. If you receive a demand or threat of any kind, however, and are unsure what to do, then contact your insurance agent or your insurance company promptly.

CLAIMS-MADE POLICIES (CONTINUED)

DOES THE INSURANCE HAVE A CLAIM REPORTING REQUIREMENT?

Claims-made policies require that claims must be reported to the insurance company before the insurer will respond to the claim. The insurer's participation in the claim process often cannot begin until the claim is reported. Claims should be reported promptly to preserve your rights under the policy. The insurer will often reserve their rights to cover any defense expenses incurred prior to their receipt of the claim. They will need to consent to any expenses if they wish to have those expenses insured. Different policies set different time periods for claims. For example, claims normally must be reported as soon as practicable within the policy period. Other policies offer a limited grace period after the policy expiration for up to 30 or 60 days. In some instances, this grace period is only provided if coverage is discontinued. If coverage is continuous – the policy was renewed with the same insurer or a new insurer – the claim will be made on the next policy assuming you have backdated both the retroactive date and the continuity date to match the preceding policy. You should consult the specific language of your policy to verify your reporting requirements. Your insurance broker should also be able to offer assistance.

Failure to report a claim within the period set by the policy can seriously prejudice your rights under the policy, including an outright coverage denial by the insurer.

DO YOU HAVE THE RIGHT TO REPORT A CIRCUMSTANCE THAT IS NOT YET A CLAIM?

Many policies now provide you with the ability to report a circumstance that could give rise to a claim prior to receiving an actual claim. This provision enables you to report potential claims or circumstances under the policy for protection in the event such circumstances eventually evolve into claims.

We recommend reporting known circumstances anytime you are considering changing insurers so you are less likely to have complications with a new insurer. It is also recommended to send notice of potential circumstances prior to your policy expiration so you can preserve the limits of your next policy for new and unknown claims.

WHAT IS A DUTY-TO-DEFEND POLICY?

A duty-to-defend policy allows the insured to tender the defense of a claim to the insurance company. The insurance company will select counsel and control the defense of the claim. Typically a duty-to-defend policy form obligates the insurance company to provide a defense if coverage applies to any of the allegations in the claim.

A NON-DUTY-TO-DEFEND

A policy that allows the insured to select its own counsel and defense costs may be advanced or reimbursed by the insurance company. If there are matters that the insurer deems uninsurable under the terms of the policy, they will have the ability to allocate their reimbursement based upon covered and uncovered loss on an ongoing basis.

CLAIMS-MADE POLICIES (CONTINUED)

WHAT IS A HAMMER CLAUSE?

The hammer clause is also called the consent to settle clause. Many insurers have a provision that says that if the plaintiff offers to settle for a certain amount, the maximum the insurer will pay is that offered amount plus expenses paid up to the date of the settlement offer. It is their way to encourage the named insured to make a business decision to resolve the claim and move on to another business. The insured can continue to fight the claim for whatever reason, but not with the insurer's money. Many carriers now offer softened consent to settlement provisions of 50/50, 75/25 or 80/20. Such softened clauses allow the carrier to contribute to settlements and/or defense costs at the specified percentage (e.g., 50/50 = 50% allocated to the carrier, 50% at the insured's expense). Some carriers will consider deleting the provision in its entirety.

SUMMARY

For a claims-made policy to cover an otherwise covered claim (per the definitions and exclusions in your policy), the following conditions will apply:

1. The injury, damage or alleged wrongful act must occur after the retroactive date.
2. The claim for that injury, damage or wrongful act must be made against the insured during the policy period; and
3. The claim must be reported to the insurer within the time specified.

It is advisable to report all claims and potential claims during the policy period to reduce coverage limitations based upon missing the claims reporting deadline. The most common reason for denial of coverage is late or improper reporting.

COMPENSATION DISCLOSURE

The purpose of this disclosure is to explain to you how we are compensated for our work.

Compensation Disclosure – Commission Only Basis

For the placement and service of your insurance program, CBIZ will receive commission-based compensation from selected insurance companies and/or wholesale intermediaries.

CBIZ Insurance Services is committed to acting in our client's best interest by providing services and products that meet our clients' needs as communicated to CBIZ. From time to time, CBIZ may participate in agreements with one or more insurance companies' third-party vendors, in connection with the insurance-related transactions, to receive additional compensation or consideration. These compensation arrangements are provided to CBIZ as a result of the performance and expertise by which products and services are provided to the client and may result in enhancing CBIZ's ability to access certain markets and services on behalf of CBIZ clients. More information regarding these agreements and the consideration received pursuant to these agreements is available upon written request.

A.M. BEST COMPANY RATING INFORMATION

Each year the A.M. Best Company reviews the financial status of thousands of insurers, culminating in the assignment of Best's ratings. These ratings reflect their current opinion of the relative financial strength and operating performance of an insurance company in comparison to the norms of the property/casualty insurance industry. Ratings are assigned after extensive analysis measuring the performance of each company in such vital areas as: competency of underwriting, control of expenses, adequacy of reserves, soundness of investments and capital sufficiency.

Rating Guide:

A++, A+ (Superior)	A & A- (Excellent)	B++, B+ (Good)
B, B- -Fair)	C++, C+ (Marginal)	C, C- (Weak)
D (Poor)	E (Under Regulatory Supervision)	F (In Liquidation)

Financial Size Category: (In $000 of Reported Policyholders' Surplus Conditional Reserve Funds)

I	Less than $1,000	VIII	$100,000 to $250,000
II	$1,000 to $2,000	IX	$250,000 to $500,000
III	$2,000 to $5,000	X	$500,000 to $750,000
IV	$5,000 to $10,000	XI	$750,000 to $1,000,000
V	$10,000 to $25,000	XII	$1,000,000 to $1,250,000
VI	$25,000 to $50,000	XIII	$1,250,000 to $1,500,000
VII	$50,000 to $100,000	XIV	$1,500,000 to $2,000,000
		XV	$2,000,000 or greater

TERRORISM NOTICE

On January 12, 2015, the President signed into law the Terrorism Risk Insurance Program Reauthorization Act of 2015.

This Act amends the Terrorism Risk Insurance Act of 2002 (TRIA) to extend the Terrorism Insurance Program through December 31, 2021, with modifications.

Modifications include:

a. A change in the federal share of payments beginning on January 1, 2016, for acts of terrorism, to be reduced annually to 80% of insured losses.

b. Specifies the aggregate industry—insured losses resulting from certified acts of terror will, beginning calendar years 2015—2019, trigger the federal share of compensation under the Program as:
    I. $100 million for 2015
    II. $120 million for 2016
    III. $140 million for 2017
    IV. $160 million for 2018
    V. $180 million for 2019
    VI. $200 million for 2021 and thereafter.

d. Revises requirements for mandatory recoupment from insurers and the formula used to determine the insurance marketplace aggregate retention amount.

e. Redefines an act of terrorism as one that is certified as such by the Secretary of the Treasury in consultation with the Secretary of the Department of Homeland Security (previously, in concurrence with the Secretary of State).

We encourage you to visit the following sites for a detailed summary of the reauthorization act.
Further Consolidated Appropriations Act, 2021
Terrorism Risk Insurance Act (TRIA)

IMPORTANT ISSUES — PLEASE READ

The property and liability limits that we illustrate in this proposal are options only. We can provide additional alternative limit options if you request. The selection of limits is solely your decision.
Our relationship with you is based on trust and we do our best to make no representation that would mislead anyone about any aspect of the products or services we offer. We value your trust. Therefore, we will continue to do all that we can to fully represent you in the insurance marketplace.

LOSS CONTROL

Loss control is a daily responsibility of your management. Our visits are not a substitute for your loss control program. Recommendations are developed from conditions observed at the time of our visit. They do not include every loss potential, code violation or exception to good practice.
Our inspections, reports and recommendations are provided to assist in your efforts to establish and maintain a safe workplace and don't warrant workplace safety or compliance with applicable laws, regulations or standards. Our observations and suggestions are not a substitute for legal advice. You are encouraged to seek appropriate legal counsel when implementing a program or process to maintain a comprehensive workplace safety program.

FEMA FLOOD ZONE

If flood coverage is included in this proposal it is based on information regarding the FEMA Flood Zone determination for your property that is currently available to the proposed insurance carrier. Such determinations are subject to change at any time and CBIZ cannot be held responsible for any changes in the flood zone determination reflected herein after the date of this proposal.
Consider buying flood and earthquake coverage. Neither flood loss nor earthquake loss is covered under standard property policies. All of us have exposure to floods, sewer backup and earthquakes.

STATE ASSESSMENTS & SURCHARGES

Your policy may be subject to state assessments and surcharges that may alter your base premium.
Although we routinely try to gather this information in the quotation process, it is not always available.

CLAIM REPORTING REQUIREMENTS

Changing market conditions have had an adverse effect on many carriers' claim reporting terms and conditions. Many policy forms now include verbiage that severely restricts or negates coverage should a carrier not be immediately notified of a claim or potential claim. Refer to your policies for a more complete explanation of your carrier's reporting requirements.

IMPORTANT ISSUES (CONTINUED)

CONFIDENTIALITY

We will treat the information you provide us during our professional relationship as confidential and will use it only in performing services for you. We may share this information with third parties as may be required to provide services. We may also disclose this information to the extent required to comply with applicable laws or regulations or the order of any court or tribunal. The records you provide us will remain your property and returned to you upon request. You will treat any information we provide to you, including data, recommendations, proposals or reports as confidential, and you will not disclose it to any third parties. You may disclose this information to the extent required to comply with applicable laws or regulations or the order of any court or tribunal. We retain the sole rights to all our propriety computer programs, systems, methods and procedures and all files developed by us.

PAYMENT of PREMIUMS

If your policies are billed by CBIZ and not directly from the insurance carrier, payment is due the later of the effective date or 30 days after the invoice date.

PREMIUM FINANCING

You may choose to use a premium finance company in connection with the insurance coverages we place for you or the services we provide to you. Premium finance options are not always available. Where permitted by law, we may receive a fee for the administrative services we provide those companies. These services include processing the premium finance applications and marketing and sales support they do not have.

VACANCY RESTRICTIONS

Most property insurance policies restrict coverage on buildings that have been vacant beyond a specified period (usually 30 or 60 days). For example, a standard commercial property policy does not cover losses arising from vandalism, sprinkler leakage (unless the system has been protected from freezing), building glass breakage, theft, or attempted theft if the building where the loss occurs has been vacant for more than 60 consecutive days before the loss. Recovery for other insured losses is reduced by 15% under the same circumstances. It is also important to be aware of the policy's definition of vacancy. Under a standard commercial property policy, if the insured is a building owner or general lessee, a building is considered vacant unless at least 31% of its total square footage is used by the building owner, a lessee or a sub-lessee to conduct their customary operations. If the insured is a tenant, the vacancy provision applies only to the space leased to the insured, and this space is considered vacant when it doesn't have content for the insured to continue normal business operations.

EXPOSURE CHANGES

In evaluating your exposure to loss, we are dependent upon the information provided by you. You choose the values elected. If any areas need to be evaluated prior to binding coverage or should any of your exposures change after the coverage is bound (e.g., beginning of new operations, hiring employees in new states, buying additional property, autos, equipment), please let us know so coverage can be discussed. While we will strive to place your insurance with reputable, highly rated companies, we cannot guarantee the financial stability of an insurance company.

IMPORTANT ISSUES (CONTINUED)

To ensure that your important changes are effectively communicated, the binding or altering of coverage must be confirmed in writing by agency personnel.

The changes in exposure that have an impact on your insurance program include, but are not limited to:

1. Changes to any operation (e.g., expansion to another state, new products).
2. Mergers and/or acquisitions of new companies
3. Any assumed contractual liability, granting of indemnities, or hold harmless agreements.
4. Circumstances that may require an increase in liability insurance limits.
5. Any changes to fire or theft protection (e.g., installation or disconnection of sprinkler system, burglar alarms). This includes alterations to the same.
6. Any changes to scheduled equipment (e.g., contractors' equipment, computer equipment).
7. Property of yours that is in transit, unless we have previously arranged for this insurance.
8. Any changes in existing premises (e.g., vacancy, whether temporary or permanent, alterations, demolition). Also, any new premises purchased, constructed or occupied.
9. Any new exposures or plans for foreign travel or operations.

Please notify us throughout the year of changes to your business that may affect your risk exposure. Failure to do so may result in uncovered losses.

ORDER TO BIND

Please bind the coverage

_____ As outlined in the quotes recommended by CBIZ Insurance Services, Inc.

or

_____ As follows:

(Insert complete instructions for binding including carrier, limits, options)

City of Blue Springs, MO

Signature: _____

Name: _____

Title: _____

Date: _____

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 10, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☐ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☒ Other

ISSUE/REQUEST

The approval of Liquor License renewals for the 2024-2025 license year. According to City of Blue Springs City Code, Chapter 600, Section 600.120 (B), all changes to the Managing Agent or type of license shall be approved by City Council.

BACKGROUND/JUSTIFICATION

Currently, of the Liquor License renewals for the 2024-2025 license year that have been submitted to the Business Service Department, two licenses have been submitted with changes to the Managing Agent.

1. Dew Raw Inc dba Minsky's Pizza located at 2201 NW 7 Highway, Blue Springs, MO 64014 managing agent Dean Wescott has an address change from 14600 Hedgecock Road, Greenwood, MO 64034 to 9210 S Shrout Road, Grain Valley, MO 64029.
2. East Forty Brewing LLC dba East Forty Brewing located at 1201 W Main St #A, Blue Springs, MO 64015 will be downgrading from type A. - Manufacture, Distilling, Blending Intoxication Liquors to B. Manufacture of Intoxicating Liquors to secure a second location. All other information will remain the same.

FINANCIAL IMPACT

Contractor:	Various License Holders
Budget Year:	FY 2023-24
Revenue to be Received:	$1,875
Revenue Account No.	100-00000-410200 Date: 06/11/2024

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
July 1, 2024	June 30, 2025

STAFF RECOMMENDATION

Staff recommends approval.

LIST OF REFERENCE DOCUMENTS ATTACHED

1. List of Liquor Licenses to be renewed for 2024

LIST OF REFERENCE DOCUMENTS ON FILE WITH THE BUSINESS SERVICES DIVISION

1. All documents have been submitted to the Business Services Division. A background check has been approved by Bob Muenz (Chief of Police) and approvals from Mike Mallon (Senior

Director Community Development) are on file in the Business Services Division. Individual statement of Personal Property Tax owned for Managing Agent, Certificate of Voter Registration for Managing Agent, drawing of the interior premises to be covered by this license, copy of the current lease, and a photo of the Managing Agent are on file with the Business Services Division.

2. Application for a Business License is on file with the Business Services Division

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***Lori Turner***
Legal: ***N/A***	City Administrator: ***Christine Cates***

DBA	Business Name	License #	Address	Liquor License Type
54TH STREET GRILL & BAR	KELLAN RESTAURANT MANAGEMENT	2318	1307 SW 7 Hwy, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
9 FOOT BREWING	TERICH HAPPY HOUR LLC	22227	3421 NW Jefferson St Unit #B Blue Springs, MO 64015	B. Manufacturing, distilling, blending intoxicating liquors G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
ADAMS POINTE GOLF CLUB	ORION MANAGEMENT SOLUTIONS RG INC	14086	1601 NE R D Mize Rd, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
AGAVEROS MEXICAN BAR & GRILL	AGAVEROS LLC	21436	770 SW US Highway 7 Blue Springs MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
ALDI #81	ALDI INC #81	1951	530 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
APPLEBEES NEIGHBORHOOD GRILL & BAR	APPLE CENTRL KC LLC	16897	1100 NW 7 Hwy, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BEAUTY NAIL BAR	BEAUTY NAIL BAR	18969	1131 NE Coronado Drive Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BIRDIES INDOOR GOLF LLC	BIRDIES INDOOR GOLF LLC	21683	1863 SW 7 HWY BLUE SPRINGS MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BLUE SPRINGS BOWL	BLUE SPRINGS LANES LLC	15343	1225 US 40 Hwy, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BLUE SPRINGS COUNTRY CLUB	GREAT LIFE KANSAS CITY LLC	17904	1600 NW Circle Dr, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BLUE SPRINGS ELKS LODGE #2509	B P O ELKS LODGE #2509	1356	100 NE Brizentine Dr, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
BLUE SPRINGS LIQUOR AND TOBACCO	SAHAJANAND CORPORATION	14425	103 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
BREWERS SPORTS BAR & GRILL	BREWERS SPORTS BAR & GRILL	15689	1120 W Main St, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged
BUCKETS BAR & GRILL	OLM ENTERPRISES LLC	22311	1331 SW US Hwy 40 Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
CASA MEXICO 3	JOSEMA RESTAURANT	18607	1414 NW 7 Highway Blue Springs MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
CASEY'S 4338	CASEYS MARKETING COMPANY	21812	1202 NW 7 HIGHWAY	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CASEY'S 4348	CASEYS MARKETING COMPANY	21811	111 SE AA HIGHWAY	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CASEYS GENERAL STORE #2024	CASEYS MARKETING COMPANY	3552	2900 NW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CASEYS GENERAL STORE #2037	CASEYS MARKETING COMPANY	3821	2424 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CASEYS GENERAL STORE 3946	CASEYS MARKETING COMPANY	20659	1914 NW WOODS CHAPEL RD BLUE	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CENTERLINE BEACH VOLLEYBALL	A M ENTERPRISES OF MISSOURI INC	5892	1910 SE 40 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
CHIPOTLE MEXICAN GRILL #1382	CHIPOTLE MEXICAN GRILL OF COLORADO	13526	1115 NE Coronado Dr, Blue Springs, MO	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
COLONIAL GARDENS	COLONIAL GARDENS LLC	18700	27610 E WYATT RD BLUE SPRINGS MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
CONOCO	MALEEHA LLC	21456	2401 NW 7 HWY BLUE SPRINGS MO	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
COURTYARD BY MARRIOTT/KANSAS CITY EAST	RMT OF BLUE SPRINGS LLC	6490	1500 NE Coronado Dr, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
CROWN LIQUOR	GANESH USA LLC	17147	1005 NW 7 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
CROWN LIQUOR 2	KS CROWN LLC	20757	1922 NW WOODS CHAPEL RD BLUE SPRINGS, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
CVS PHARMACY #8570	MISSOURI CVS PHARMACY LLC	7350	1616 NW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
CVS PHARMACY #8581	MISSOURI CVS PHARMACY LLC #8581	7351	3201 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
CVS PHARMACY #8950	MISSOURI CVS PHARMACY LLC	15925	1101 NW Woods Chapel Rd, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
DIRTY HARRY'S PUB	DIRTY HARRY'S PUB LLC	15435	3100 S 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales

DIVE BAR, THE	THE DIVE BAR	17676	1325 WESTBOUND US 40 HWY BLUE SPRINGS, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
EAST FORTY BREWING	EAST FORTY BREWING LLC	18543	1201 W Main St Blue Springs, MO 64015	A. Manufacturing of Intoxicating Malt Liquors (Beers) G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
EASTSIDE CATERING & EVENTS	EASTSIDE CATERING & EVENTS INC	18627	3100 NW Jefferson St Blue Springs MO 64015	D. Retailers selling intoxicating malt liquors (Beer) only for consumption on premises
EDGE OF TOWN CAFÉ	M WILSON & V WILSON LLC	7244	960 SW 37th St, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
EL RANCHERO MEXICAN RESTAURANT LLC	EL RANCHERO MEXICAN RESTAURANT LLC	16043	1867 SW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
EMERALD SPACE, THE	CAFÉ BY DAY III LLC	20318	800 NW South Outer Rd, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
EVERYDAY	SAK CONVENIENCE LLC	22527	301 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
EVERYDAY	MUZU CONVENIENCE LLC	22502	3120 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
FIREHOUSE BAR 1	FIREHOUSE BAR LLC	14487	1222 NW Woods Chapel Rd, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
FIRST WATCH	FIRST WATCH RESTAURANTS INC	18895	1077 SW 7 HWY Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
FUN HOUSE PIZZA DELIVERY BLUE SPRINGS	DINGMAN INVESTMENTS INC	1122	1420 SW 7 Hwy, Blue Springs, MO 64014	D. Retailers selling intoxicating malt liquors (Beer) only for consumption on premises
GALAXY LIQUOR A & TOBAACO	GALAXY I MO LLC	1062	1017 NW Woods Chapel Rd, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
HAPPY HOUR	SUN ENTERPRISES	19283	1801 NW 7 HWY Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
HY VEE	HY VEE INC	15292	629 W 40 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
HY VEE	HY VEE INC	2071	625 W 40 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Package H. Sunday Sales L. Wine Tasting
INDIAN MIX GRILL	C AND D INDIAN RESTAURANT	16612	1214 NE 7 Hwy, Blue Springs, MO 64014	I. Retail selling of Beer and wine only by the drink, or in the original package (weekdays)
INDOOR PAR FORE LLC	INDOOR PAR FORE LLC	21388	1326 NW 7 HWY BLUE SPRINGS MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
JOHNNY'S TAVERN	JOHNNY'S TAVERN BLUE SPRINGS INC	18308	1175 SW 7 Highway Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
KANSAS CITY CURLING CLUB	KANSAS CITY CURLING CLUB	20921	2525 NW SOUTH OUTER ROAD BLUE SPRINGS MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
KEYSTONE WINES & SPIRITS	KEYSTONE WINES & SPIRITS LLC	20201	1618 S 7 Highway Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
LA FUENTE MEXICAN STREET FOOD	OSVER LLC	20568	1512 NW WOODS CHAPEL RD	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
LAS PLAYAS LLC	LAS PLAYAS RESTAURANT LLC	7602	1016 NW Woods Chapel Rd, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
LEGEND OF ASIA	LEGEND OF ASIA LLC	13701	1853 SW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
LINQ FOODMART	R G OF BLUE SPRINGS INC	6557	1501 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
LIQUOR HOUZZ	TRIVEDI & RIAZ LLC	20828	1110 NW WOODS CHAPEL RD BLUE SPRINGS MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
LIQUOR HOUZZ	TRIVEDI & RIAZ LLC	18244	601 SW 7 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
LOOKOUT BAR BY EAST FORTY BREWING	EAST FORTY BREWING LLC	22594	425 NE Mock Ave, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
LUNAR BOWL	LUNAR BOWL MANAGEMENT LLC	5594	2001 NW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
MEINERS MARKET	MEINERS MARKET OF BLUE SPRINGS LLC	2443	1005 NE Coronado Dr, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
MILLER THEATRES LLC	MILLER THEATRES LLC	17322	1901 NW State Route 7	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
MINIT MART LLC	MINIT MART LLC	19003	1501 NW Woods Chapel Rd, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales

MINIT MART LLC	MINIT MART LLC	19006	1900 SW 40 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
MINSKY'S PIZZA	DEW RAW INC	18048	2201 NW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
MOD PIZZA	PACELINE KC LLC	18004	1112 Coronado Dr Blue Springs, MO 64014	H. Sunday Sales I. Retail selling of Beer and wine only by the drink, or in the original package (weekdays)
OLIVE GARDEN ITALIAN RESTAURANT #1833, THE	GMRI INC	13709	801 NE Coronado Dr, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
PINOTS PALACE	COPACABANA ARTS LLC	18229	483 NE Coronado Drive Blue Springs, MO 64014	I. Retail selling of Beer and wine only by the drink, or in the original package (weekdays)
PINTS AND PLAY	BAR CONCEPTS LLC	21127	1008 W Main St Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
PIZZA SHOPPE	WANNA PIECE LLC	14008	1105 Main St, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
PRICE CHOPPER #104	COSENTINO ENTERPRISES INC #104	18148	1101 SW 7 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
PRICE CHOPPER NORTH #109	COSTENTINO ENTERPRISES INC 109	2485	1305 NW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
PRIVATE RESERVE VENUE AND BAR	TIKIBOY LLC	19920	1200 NW 7 Hwy Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
QUICK MART	RAM 11 LLC	18158	1500 SW 40 Highway Blue Springs MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
QUIKTRIP #180R	QUIKTRIP CORP	18271	1301NW Woods Chapel Rd, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
QUIKTRIP #217R	QUIKTRIP CORPORATION	17909	705 SW WESTBOUND US 40 HWY BLUE SPRINGS, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
QUIKTRIP #241	QUIKTRIP CORPORATION	14598	1201 NW 7 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
RANCHO GRANDE CANTINA	JMRS INC	7855	501 NW Jefferson Rd, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
SIDE POCKETS	SPBSMO INC	7023	1237 SW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
SINCLAIRS RESTAURANT LLC	SINCLAIRS RESTAURANT LLC	16315	1402 NW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
SPEEDWAY	SHMAZ LLC	21451	501 NE NAPOLEON DR Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
STANLEY PACK POST 499	STANLEY PACK POST #499 INC	936	499 SW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
TARGET STORE T2525	SUPERTARGET LIQUOR OF MISSOURI INC	13367	1040 NE Coronado Dr, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
TEXAS ROADHOUSE HOLDINGS LLC	TEXAS ROADHOUSE HOLDINGS LLC	12634	455 NE Coronado Dr, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
THAILAND RESTAURANT	DWB ENTERPRISES LLC	17331	719B NW 7 Hwy, Blue Springs, MO 64015	I. Retail selling of Beer and wine only by the drink, or in the original package (weekdays)
THE GEM BAR & GRILL	GEM BAR LLC	19670	1204 NW 7 Hwy, Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
THE KEG BLUE SPRINGS LLC	THE KEG BLUE SPRINGS LLC	22621	1123 W Main St, Blue Springs, MO 64015	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
THE PIZZA PLACE	COOPER INVESTMENT GROUP LLC	20665	1711 SW 7 HIGHWAY	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
TOKYO GRILL	SUSAN 1 INC	18245	617 SW Westbound US 40 Highway	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
TUSCANY'S FINE ITALIAN DINING	TUSCANY'S FINE ITALIAN DINING	19715	705 NW 7 HWY Blue Springs, MO 64014	G. Retailers Selling Intoxicating Liquor—Consumption On Premises/Original Package/Retailer-Packaged H. Sunday Sales
WAL MART #5149	WAL MART STORES EAST LP	15662	1700 NW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
WAL MART SUPERCENTER #184	WAL MART STORES EAST LP #184	6920	600 NE Coronado Dr, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales L. Wine Tasting
WALGREENS #04225	Walgreens #04225	3481	1701 NW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
WALGREENS #7789	WALGREENS #7789	6272	3200 SW 7 Hwy, Blue Springs, MO 64014	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales

XPRESS MART BLUE SPRINGS	A & Z ENTERPRISES LLC	19930	280 NW Woods Chapel Rd, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales
ZARDA BAR B Q	ZARDA BBQ OF BLUE SPRINGS LLC	213	214 N 7 Hwy, Blue Springs, MO 64014, Blue Springs, MO 64014	D. Retailers selling intoxicating malt liquors (Beer) only for consumption on premises
ZZOOM LIQUOR AND TOBACOO	SHRI GANESH 551 LLC	20292	1501 W 40 Hwy, Blue Springs, MO 64015	F. Retailer Selling Intoxicating Liquors Off Premises (Weekdays) H. Sunday Sales

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 29, 2024 **CONTRACT NO.**

SUBMITTED BY: William Jakubec **DEPARTMENT: Information Technology**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution approving a contract in an amount not to exceed $91,500 with Mission Critical Partners, LLC for providing a security audit.

BACKGROUND/JUSTIFICATION

The City of Blue Springs is committed to maintaining a secure technological environment to protect its assets, data, and citizens. A comprehensive security audit is need to achieve this. This project is divided into two critical phases: Phase One - a comprehensive audit to identify deficiencies, and Phase Two - assistance with remediation and policy creation for continued security best practices and business continuity. This project approach ensures a thorough assessment and a sustainable cybersecurity improvement plan for the City.

The City hired Bridge Security Advisors, Contract 2024-045, to assist in writing a Request for Proposals for a cyber security audit. Nineteen vendors submitted proposals and four were selected for advancement to a second round. Mission Critical Partners, LLC was selected overall because of experience, references, and widespread work with government agencies.

Phase One: Comprehensive Security Audit
Cost: $51,500

Objective: The primary objective of Phase One is to conduct a detailed and thorough security audit to identify vulnerabilities, risks, and deficiencies within the City's current technological infrastructure.

Scope:

- **Network Security:** Assessment of network architecture, firewall configurations, and intrusion detection systems.
- **Data Security:** Evaluation of data protection mechanisms, encryption practices, and access controls.
- **Application Security:** Review of software applications for potential vulnerabilities and secure coding practices.
- **Physical Security:** Examination of physical security controls protecting IT assets.
- **User Access Controls:** Analysis of user authentication, authorization processes, and password policies.
- **Incident Response:** Evaluation of current incident response procedures and readiness.

- **Compliance:** Assessment of compliance with relevant regulations and standards (e.g., NIST 2.0, CJIS).

Phase Two: Remediation and Policy Creation
Cost: No higher hourly rate of $239 per hour with the total phase two not exceeding $40,000.

Objective: The primary objective of Phase Two is to assist in the remediation of identified deficiencies from Phase One and to develop policies and procedures that ensure ongoing security best practices and business continuity.

Scope:

- **Remediation Planning:** Development of a prioritized action plan to address identified vulnerabilities.
- **Implementation Assistance:** Hands-on assistance in implementing remediation strategies, including configuring security tools and systems.
- **Policy Development:** Creation and documentation of security policies, procedures, and guidelines to ensure consistent and effective security practices.
- **Training and Awareness:** Conducting training sessions for staff to foster a culture of security awareness and adherence to new policies.
- **Business Continuity Planning:** Development of a comprehensive business continuity plan to ensure operational resilience in the face of disruptions.

Investing in this two-phased security audit project is essential for the City of Blue Springs to protect its technological infrastructure, ensure compliance, and enhance overall security posture. Phase One provides a comprehensive understanding of current deficiencies, while Phase Two ensures these deficiencies are addressed and establishes a foundation for ongoing security best practices and business continuity. This approach not only mitigates current risks but also prepares the city for future challenges.

FINANCIAL IMPACT

Contractor:	Mission Critical Partners, LLC
Amount of Request/ Contract:	$ 91,500
Amount Budgeted:	$0
Budget Year:	FY 2023-24
Funding Source/Account #:	100-14000-530100
Account Balance:	$130,720 Date: 6/10/2024
Additional Funds Needed:	$120,000
Funding Source/Account #:	Budget Amendment 05-06-24 Ordinance 5326

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
July 1, 2024	June 30, 2025
Years and Months Contract in effect	**Number of times renewable**
One year	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with Contract attached as Exhibit A

REVIEWED BY:

Requesting Director: ***William Jakubec***	Budget: ***Lori Turner***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☒	
Certificate of Insurance:	☒	
E-Verify Affidavits:	☒	
E-Verify proof of enrollment:	☒	
Bond:	☐	N/A
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☐	N/A
Wage Order, by reference	☐	Wage Order Number: N/A
IRS Form W-9:	☒	
Bid/RFP/RFQ: (submit all)	☒	
Bid/RFP/RFQ Tabulation:	☒	
Bid Waiver: (less than three bids)	☐	N/A
Contractor address and email:	☒	Coty Cooper, Client Services Director CotyCooper@MissionCriticalPartners.com 690 Gray's Woods Blvd, Suite 100 Port Matilda, PA 16870
Project Exemption Certificate needed:	☐	N/A
Other:	☐	

Resolution No. 43-2024

A RESOLUTION APPROVING A CONTRACT WITH MISSION CRITICAL PARTNERS, LLC FOR SECURITY AUDIT

WHEREAS the City of Blue Springs is committed to maintaining a secure and resilient technological environment to protect its assets, data, and citizens; and

WHEREAS, identifying and understanding existing vulnerabilities and risks is crucial for proactive defense and risk management; and

WHEREAS, a comprehensive security audit will provide a clear picture of security weaknesses, allowing for informed decision-making and efficient allocation of resources for remediation; and

WHEREAS investing in a two-phased security audit project will mitigate current risks and prepare the city for future challenges; and

WHEREAS, the City hired published a Request for Proposals for a cyber security audit. Nineteen vendors submitted proposals and four were selected for advancement to a second round. Mission Critical Partners, LLC was selected overall because of experience, references, and widespread work with government agencies.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The City Administrator is hereby authorized to enter into a contract with Mission Critical Partners, LLC for a Security Audit in the amount of 91,500. A copy of the proposed Contract is attached hereto as Exhibit “A” and is incorporated herein.

Section 2. City staff is directed to perform all tasks necessary to implement said contract.

Section 3. Scrivener’s Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

ATTEST:

_____
Chris Lievsay, Mayor

_____
Erin Ford, City Clerk

EFFECTIVE DATE: July 1, 2024	TERMINATION DATE: June 30, 2025	CONTRACT NUMBER:

CITY	CONTRACTOR
City of Blue Springs **903 West Main Street** **Blue Springs, MO 64015**	**Mission Critical Partners, LLC** **690 Gray's Woods Blvd, Suite 100** **Port Matilda, PA 16870**
Department: Information Technology	Attention: Coty Cooper, Client Services Director
Phone: 816-228-0232	Phone: Office: 888-862-7911

CONTRACTOR CONTRACT

THIS CONTRACT, made and entered into this 1st day of July 2024, by the parties identified above.

WITNESSETH:

WHEREAS, the City of Blue Springs desires to engage the Contractor to perform certain professional and technical services, construction and labor and/or provide, materials and equipment as hereafter described in connection with a project more particularly described in ***Exhibit 1***; and

WHEREAS, the Contractor made certain representations and statements to the City with respect to the provision of such services and the City has accepted said proposal.

NOW, THEREFORE, for the considerations herein expressed, it is agreed by and between the City and the Contractor as follows:

1. **Services**. The City agrees to engage the services of the Contractor and the Contractor agrees to perform the services hereinafter set forth in connection with projects described in ***Exhibit 1*** in accordance with the standard of care, skill, expertise, materials, and requirements set forth in the drawings and specifications.

2. **Addition to Services**. The City may add to the Contractor services or delete therefrom activities based on unit cost as set forth in ***Exhibit 1*** or the bid document(s) associated with this Contract, or by written Change Orders that may be agreed to by both the City and Contractor, provided that the total cost of such work will be added to, or deleted from, the total cost as specified in Paragraph 6 hereof. The Contractor shall undertake such changed activities only upon the direction of the City. All such directives and changes shall be in written form and prepared and approved by the Department Head for the City as related to this contract, or his designee, with approval of the City Council if required, and shall be accepted and countersigned by the Contractor.

3. **Exchange of Data**. All information, data, plans, and reports in the City's possession and necessary for the carrying out of the work, shall be furnished to the Contractor without charge,

and the parties shall cooperate with each other in every way possible in carrying out the scope of services.

4. **Personnel**. The Contractor represents that Contractor will secure, at Contractor's own expense, all personnel required to perform the services called for under this contract by Contractor. Such personnel shall not be employees of or have any contractual relationship with the City except as employees of the Contractor. All of the services required hereunder will be performed by the Contractor or under Contractor's direct supervision and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services. None of the work or services covered by this contract shall be subcontracted without the written approval of the City.

5. **Term**. The services of the Contractor shall commence as soon as practicable after the execution of this contract, unless otherwise directed in writing, and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of the contract, but in any event, all of the services required hereunder shall be completed as set forth in the schedule for the project which is attached hereto as ***Exhibit 1***.

6. **Costs not to Exceed**. The City of Blue Springs is limited by law and its bidding and procurement process with respect to the amount of money it can pay. Therefore, the City has established a fixed sum amount, based on the bid proposal after a competitive bidding process, as described in the Maximum Payment section of ***Exhibit 1*** for this contract and Paragraph 7.b which cannot be exceeded unless this contract is amended. The Contractor shall notify the City if Contractor anticipates that the contract amount may be exceeded, in order to determine whether or not the City is prepared to increase the total compensation.

7. **Payment**.

a. **Conditioned upon acceptable performance**. Provided Contractor performs the services in the manner set forth in Paragraph 1 hereof, the City agrees to pay the Contractor in accordance with the terms set forth in ***Exhibit 1***, which shall constitute complete compensation for all services to be rendered under this contract; provided, that where payments are to be made periodically to Contractor for services rendered under this contract, the City expressly reserves the right to disapprove in whole or in part a request for payment where the services rendered during the period for which payment is claimed are not performed in a timely and satisfactory manner in accordance with the schedule and description of services set forth in ***Exhibit 1***.

b. **Total compensation not to exceed**. It is expressly understood that in no event will the total compensation and reimbursement to be paid to the Contractor under the terms of this contract exceed, the sum not to exceed **$91,500** unless agreed to by City and Contractor in writing.

8. **Termination of Contract.**

a. **Termination for breach.** Failure of the Contractor to fulfill Contractor's obligations under this contract in a timely and satisfactory manner in accordance with the schedule and description of services set forth in ***Exhibit 1*** shall constitute a breach of the contract, and the City shall thereupon have the right to immediately terminate the contract. The City shall give written notice of termination to the Contractor by U.S. Postal Service Mail or by hand delivering a copy of the same to the Contractor; or may give notice by any combination of these methods. The date of termination shall be the date upon which notice of termination is hand delivered to Contractor

or the third day following mailing of the notice of termination, whichever first occurs. In the event of termination for breach, all finished or unfinished deconstruction, reconstruction, new construction, repairs, and materials as required of the Contractor under this contract shall at the option of the City become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such project; provided, that the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any such breach of the contract by the Contractor.

b. **Termination for Convenience.** The City shall have the right at any time by written notice to Contractor to terminate and cancel this contract, without cause, for the convenience of the City, and Contractor shall immediately stop work. In such event City shall not be liable to Contractor except for payment for actual work performed prior to such notice in an amount proportionate to the completed contract price and for the actual costs of preparations made by Contractor for the performance of the cancelled portions of the contract, including a reasonable allowance of profit applicable to the actual work performed and such preparations. Anticipatory profits and consequential damages shall not be recoverable by Contractor.

9. **Conflicts**. No salaried officer or employee of the City and no member of the City Council shall have a financial interest, direct or indirect, in this contract. A violation of this provision renders the contract void. Any federal regulations and applicable provisions in Section 105.450 *et seq*. RSMo. shall not be violated. Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services to be performed under this contract. The Contractor further covenants that in the performance of this contract no person having such interest shall be employed.

10. **Assignment**. The Contractor shall not assign any interest in this contract, and shall not transfer any interest in the same (whether by assignment or novation), without prior written consent of the City thereto. Provided, however, that claims for money due or to become due to the Contractor from the City under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of such assignment or transfer shall be furnished in writing promptly to the City. Any such assignment is expressly subject to all rights and remedies of the City under this contract, including the right to change or delete activities from the contract or to terminate the same as provided herein, and no such assignment shall require the City to give any notice to any such assignee of any actions which the City may take under this contract, though City will attempt to so notify any such assignee.

11. **Discrimination**. The Contractor agrees in the performance of this contract not to discriminate on the ground or because of race, creed, color, national origin or ancestry, sex, religion, handicap, age, or political opinion or affiliation, against any employee of Contractor or applicant for employment and shall include a similar provision in all subcontracts let or awarded hereunder.

12. **Occupational License**. The Contractor shall obtain and maintain an occupational license with the City of Blue Springs, Missouri, if required by City Code and any required state or federal license. The cost for this occupational license shall be borne by the Contractor. Contractor shall not purchase materials or begin work on this contract until this occupational license has been obtained.

13. **Compliance with Laws**. Contractor agrees to comply with all applicable federal, state and local laws, including but not limited to “prevailing wage” and “Davis-Bacon”, or rules and regulations applicable to the provision of services and products hereunder. Contractor

affirmatively states that payment of all local, state, and federal taxes and assessments owed by contractor is current.

14. **American Made Products.** Pursuant RSMo 34.353, as amended, if this contract is for more than $25,000.00, and is for the purchase or lease of manufactured goods or commodities by the City, or is a contract with the City for construction, alteration, repair, or maintenance of any public works, then any manufactured goods or commodities used or supplied in the performance of this contract or any subcontract thereto shall be manufactured or produced in the United States, unless that requirement is determined to not apply or be exempted based on the provisions in said referenced statute.

15. **Nonresident/Foreign Contractors**. The Contractor shall procure and maintain during the life of this contract:

a. If the Contractor is a foreign corporation, a certificate of authority to transact business in the State of Missouri from the Secretary of State, unless exempt pursuant to the provisions of Section 351.572 RSMo. (*See also,* Section 351.574 RSMo. as to consequences of failing to comply.)

b. A certificate from the Missouri Director of Revenue evidencing compliance with the transient employer financial assurance law, unless exempt pursuant to the provisions of Section 285.230 RSMo.

16. **General Independent Contractor Clause**. This contract does not create an employee/employer relationship between the parties. It is the parties' intention that the Contractor will be an independent contractor and not the City's employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, Missouri Prevailing Wage requirements, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, Missouri revenue and taxation laws, Missouri workers' compensation and unemployment insurance laws. The Contractor will retain sole and absolute discretion in the judgment of the manner and means of carrying out the Contractor's activities and responsibilities hereunder. The Contractor agrees that it is a separate and independent enterprise from the public employer, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This contract shall not be construed as creating any joint employment relationship between the Contractor and the City, and the City will not be liable for any obligation incurred by the Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

17. **City Benefits**. The Contractor shall not be entitled to any of the benefits established for the employees of the City nor be covered by the Worker's Compensation Program of the City.

18. **Insurance.** Contractor agrees to maintain insurance as set forth below and provide to City certificates of coverage evidencing said coverage at the time of signing this contract and on each anniversary of such insurance coverage during the term of this contract and any renewals, which certificates shall contain a provision that the policy will not be cancelled unless and until thirty (30) days' notice of said cancellation has been given to the City, but, in any event, the Contractor, any time after the contract has been signed, shall notify the City of any impending cancellation, actual cancellation, termination or nonrenewal of the policy by faxing or delivering to the City a copy of the insurer's cancellation, termination or nonrenewal notice to Contractor within two (2) business days of Contractor's receipt of said notice. Contractor shall also advise the City in writing within

two (2) business days of any oral or other advisement by the insurer of any impending cancellation, actual cancellation, termination or nonrenewal of the policy. (If the City gives written permission for some of the work under this contract to be subcontracted or it is subcontracted, Contractor shall assure that the subcontractor has the insurance set forth below and that the City and Contractor are listed as an additional insured on all of subcontractor's policies):

a. Comprehensive General Liability: Minimum limit $1,000,000 combined single limit, $2,000,000 annual aggregate for bodily injury and property damage per occurrence with City named as an additional insured on the policy.

b. Comprehensive Automobile Liability: $1,000,000 combined single limit with City named as an additional insured on the policy.

c. Workers' Compensation: Statutory requirements.

d. Professional Liability Insurance: Contractor agrees to maintain professional liability insurance in the amount of $1,000,000 per claim and in the aggregate during the term of this contract.

e. The Contractor shall maintain Cyber Liability insurance with limits of no less than $5,000,000 per occurrence and $5,000,000 in the aggregate. Such insurance shall cover all liabilities arising from the unauthorized access, use, disclosure, or destruction of data, including but not limited to personal and sensitive information. The insurance policy shall also include coverage for regulatory fines and penalties related to data breaches and third-party liability. The Contractor shall provide a certificate of insurance evidencing the required coverage to City of Blue Springs prior to commencing work under this Agreement.

The provision of insurance shall not be construed, nor is intended, to be a waiver of sovereign immunity or any other defense available to City, its officers, agents or employees except to the extent insurance coverage is actually provided.

19. **Liability and Indemnity**. The parties mutually agree to the following:

a. In no event shall the City be liable to the Contractor for special, indirect, or consequential damages. The maximum liability of the City shall be limited to the amount of money to be paid or received by the City under this contract.

b. The Contractor shall defend, indemnify, and hold the City and its elected or appointed officials, officers, employees and agents harmless from and against all actual claims and alleged claims and all damages, including but not limited to losses, liabilities, costs, expenses and attorney fees arising out of personal injuries, including illness or death, and damage to, or destruction of, property, which are caused by the Contractor or the Contractor's agents, employees, sub-contractors or by others for whom Contractor is liable arising out of or in any way connected with or resulting from, performance of, or failure to perform, this contract.

c. The Contractor shall indemnify and hold the City harmless from all wages or overtime compensation due its employees in rendering services pursuant to this contract, including payment of reasonable attorneys' fees and costs in the defense of any claim made under the Fair Labor Standards Act or any other federal or state law.

d. This contract is not intended to act as a waiver or limitation of City, or any of its officer's, agent's or employee's rights and/or defenses with regard to sovereign or any other immunity or defense under Federal Law, Missouri Law or Municipal Law or Regulation.

20. Enrollment in Work Authorization Program and Affidavit Concerning Employment of Unauthorized Aliens. If this contract, awarded to a business entity, is in excess of five thousand dollars, the business entity, and any subcontractors of the business entity, shall, by sworn affidavit and provision of documentation, affirm its or their enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. (*Note: If the contract is not in excess of five thousand dollars, this provision does not apply and the affidavit need not be signed.*) Every such business entity, and any subcontractors of the business entity, shall also affirm by the affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. A subcontractor shall provide similar affidavit and documentation to the Contractor at the time the subcontractor is hired pursuant to Section 15 CSR 60-15.020. A federal work authorization program is any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L.99-603. *A business entity is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term business entity shall include but not be limited to self-employed individuals (except it shall not include a self-employed individual with no employees), partnerships, corporations, contractors, and subcontractors*.

The following Affidavit shall be used by the contractor and any subcontractors that are required to sign:

Work Authorization Affidavit

STATE OF MISSOURI)
) ss.
COUNTY OF _____)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge, (a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or (b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared _____, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is _____ and I am currently the _____ of _____ (hereinafter "Company"), whose business address is _____, and I am authorized to make this Affidavit.

2. I am of sound mind and capable of making this Affidavit and am personally acquainted with the facts stated herein.

3. Company is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the contracted Project Services.

4. Company does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

_____ _____
Affiant / Contractor Printed Name

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

_____
SEAL Notary Public

21. **Anti-Discrimination Against Israel Act.** Pursuant to Section 34.600, RSMo, Contractor agrees to comply with Missouri law regarding the Anti- Discrimination Against Israel Act, and execution of this Superseding Addendum constitutes Contractor's certification of compliance with the Anti- Discrimination Against Israel Act, including that it is not currently engaged in, and shall not, for the duration of the Agreement, engage in a boycott of goods or services from the State of Israel; companies doing business in, or with, Israel companies authorized by, licensed by, or organized under, the laws of the State of Israel; or persons or entities doing business in the State of Israel. This section shall not apply to contracts with a total potential value of less than one hundred thousand dollars or to contractors with fewer than ten employees.

22. **Notices**. All notices required or permitted under this contract are required to be in writing and may be given by first class mail addressed to City or Contractor at the addresses shown above or by hand delivering a copy of the same to the City or Contractor or may be given by any combination of these methods. The date of delivery of any notice given by mail shall be the date falling on the third day after the day of its mailing.

23. **Jurisdiction**. This contract and every question arising hereunder shall be construed or determined according to the laws of the State of Missouri. Should any part of this contract be litigated, venue shall be proper only in the Circuit Court of Jackson County, Missouri at Independence.

24. **Confidentiality**. Contractor recognizes and agrees that as a result of performing the security audit services for the City, it may obtain access to highly confidential information, including information that could allow unauthorized access to or unlawful disruption of the City's computers, computer systems, computer networks, or telecommunications networks. Contractor, its employees, agents, and subcontractors shall not use for their own or any other person's benefit or gain or divulge to any persons, firm, company or other organization whatsoever any information classified as a closed record under Chapter 610 of the Revised Statutes of Missouri or required to be kept confidential by other federal, state, or local law, or the terms of this contract. Any record, data, report, information, audit, or any and all information received from the City or stored on City systems, or any other form or record or information, electronic or otherwise, or any and all other information or records that are a closed record or confidential information, together with any copies or extracts thereof, prepared, made or acquired by Contractor, its employees, agents, or subcontractors, in the course of this contract is the property of the City and must be returned to the City and shall be treated as confidential by the Contractor. This clause shall survive the termination, conclusion, or expiration of this contract.

25. **Entire Contract**. This contract contains the entire contract of the parties. No modification, amendment, or waiver of any of the provisions of this contract shall be effective unless in writing specifically referring hereto and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

MISSION CRITICAL PARTNERS, LLC

By:_____
Name:_____
Title:_____

CITY OF BLUE SPRINGS, MISSOURI

_____
Christine Cates, City Administrator

APPROVED AS TO FORM

_____
John Mullane, Interim City Attorney

Exhibit 1 to Contract

Scope of Work

Name of Contractor	Mission Critical Partners, LLC	
Scope of Work (Job Description)	Conduct a security audit as follows: Phase 1: Mission Critical Partners will complete a security assessment of the Information Technology infrastructure and process based on the National Institute of Standards and Technology 2.0 (NIST) Standard. This will be an assessment that will utilize a series of interviews to collect data that will be assessed against the standard. Mission Critical Partners will provide a detailed report from the assessment that will include the areas of compliance and gaps, with prioritized recommendations for remediation of any gaps. In addition to the NIST-based assessment, Mission Critical Partners will conduct a penetration test of the City's identified external network IP (Internet Protocol) addresses (estimated as 18 addresses) as well as five external Websites. Mission Critical Partners will provide a detailed report of these testing results that includes the methods and procedures of the test, the test results, and a prioritized list of vulnerabilities that were identified and remediation recommendations. Phase 2: Mission Critical Partners will support Blue Springs in developing policies, processes, and plans to address the prioritized risk and gaps documented in the NIST Assessment findings as well as the Penetration Testing. Mission Critical Partners will work with the Blue Springs team to prioritize the remediations and align the plan and schedule for addressing these findings. All work shall be performed in accordance with the City of Blue Springs, Mo Request for Proposal for Security Assessment dated April 24, 2024 and with the Mission Critical Partners, LLC Proposal dated May 20, 2024 attached hereto as Attachment A.	
Start Date	July 1, 2024	
Interim Deadlines (if applicable)	**Date**	**Phase of Project To Be Completed**
	September 30, 2024	Phase 1 – NIST 2.0 Assessment Reports delivered
	September 30, 2024	External Penetration Testing Complete and findings report delivered
	June 30, 2025	Phase 2 – Prioritized Remediations Implemented
Final Completion Deadline	June 30, 2025	

Reimbursable Expenses	☒ None ☐ Travel, Lodging, Meals, Phone Calls, Copying, Postage	
Maximum Payment	$91,500	Maximum payment for services rendered
	$0	Maximum amount of expenses to be reimbursed
	$ 91,500	Total maximum amount to be paid to Contractor
Method of Payment	☐ Lump Sum of Entire Amount Upon Satisfactory Completion of Project ☒ Monthly payments based upon the Percentage of the work completed for Phase One ☒ Monthly Payments based upon an hourly rate between $229.00 and $239.00 per Hour for Phase Two. ☐ Incremental Payments as Follows: ☐ ____% retainage held until completion of project.	



ATTACHMENT A

Request for Proposal

Security Assessment

Original

May 20, 2024, Resubmitted May 29, 2024

City of Blue Springs, Missouri

MissionCriticalPartners

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Introduction Letter

May 29, 2024

City of Blue Springs
903 West Main Street
Blue Springs, MO 64015

Re: Request for Proposal for Security Assessment

To Whom it May Concern:

Mission Critical Partners, LLC (MCP) appreciates the opportunity to provide this proposal to conduct cybersecurity assessments and a penetration test for the City of Blue Springs (Blue Springs). Partnering with MCP, Blue Springs will benefit from:

Proven Impact and Local Commitment in Missouri. The MCP team serves as an independent agent with considerable experience at both the state and local levels in Missouri. We are supporting ongoing IT-specific engagements with the State of Missouri's 17 executive departments under the Office of Administration's Information Technology Services Division (ITSD) branch. In addition, our active engagement in more than 77 mission-critical projects across the state enhances our grasp of Missouri's unique regulatory and operational standards, empowering us to effectively address the cybersecurity needs of Blue Springs.

Public sector and public-safety-grade expertise. Our team is highly experienced in protecting Criminal Justice Information Services (CJIS) data, recognizing its critical importance and the unique security considerations it entails. We are thoroughly familiar with the FBI's CJIS Security Policy and its specific requirements for access control, authentication, encryption, and secure data handling. Our cybersecurity team understands the threat landscape specific to the CJIS community, including advanced persistent threats, insider threats, and ransomware. We align our security practices with federal standards, including NIST SP 800-53 controls, ensuring robust protection.

Many of our team members hold CJIS certifications, highlighting our dedication to mastering and implementing best practices for CJIS data protection. Our assessment approach thoroughly evaluates physical and logical access controls, data encryption, audit measures, and personnel security, comprehensively addressing all aspects of CJIS data protection. This expertise ensures that CJIS data handled by Blue Springs is protected against current and emerging threats, maintaining its confidentiality, integrity, and availability.

As required, we are submitting the proposal in the following formats: One (1) electronic copy via email to securityrfp@bluespringsgov.com.

Mission Critical Partners has identified Coty Cooper as the point of contact for this proposal response. His contact information follows:

Coty Cooper, Client Services Director	Cell: 312.533.1039
Mission Critical Partners, LLC	Office: 888.862.7911
690 Gray's Woods Blvd, Suite 100	Fax: 814.217.6807
Port Matilda, PA 16870	Email: CotyCooper@MissionCriticalPartners.com

I am the authorized representative submitting this proposal on MCP's behalf and may be contacted at 888.862.7911 or Contracts@MissionCriticalPartners.com.

On behalf of our entire team, we stand behind the City of Blue Springs to serve as your partner and your advocate.

Sincerely,

Mission Critical Partners, LLC



Kevin Bresnahan
President of Lifecycle Management Services

Our Commitment to Our Clients

Partnering with a firm that brings an independent, objective perspective to every engagement is our clients' top priority. We stand behind our commitment to always put the fundamental interests of our clients first.

From our inception, vendor-neutrality is a value that underpins every aspect of what we do. Our goal is to determine the most favorable solution for our clients based on their unique requirements, budget, governance structure, operations, and existing technologies. We provide a holistic perspective regarding the entire mission-critical communications ecosystem, free of bias or favoritism to any specific product or service provider. Our recommendations are always based solely on the value and the benefit provided to the client.

For clients, this approach means more control and greater visibility into the systems they ultimately are responsible for operating and maintaining, and—more importantly—a successful project that improves outcomes.

Board of Directors



Vendor Qualifications and References

1.A brief outline of the vendor company and services offered. You may answer this in question C5 of the questionnaire or provide a separate document.

In addition to our answer in C5 of the Question Spreadsheet, the following pages provide an outline of our services.



Mission Critical Partners

Putting Our Clients' Missions First
A Firm Unlike Any Other

At Mission Critical Partners, our mission is simple: to improve public safety and justice outcomes. Our client commitment is to act as a trusted, independent advisor, always striving to solve problems, deliver value, efficiency, and fresh ideas – all while mitigating risk.

We stand behind the significance of the work our clients do and how critical their missions truly are – not just for their organization, but for their entire community. Our greatest pride is partnering with clients to implement the best solutions that drive their mission, building upon our expertise and experience – because their mission is what matters.

We bring highly specialized expertise in public safety, justice and in other critical infrastructure sectors. Many of our professionals have been in our clients' shoes and are well attuned to their unique needs. Our vision is to transform mission-critical and public-sector networks and operations into integrated ecosystems.

A **Halo Effect** Over the Critical Communications Ecosystem

MCP provides its clients with a holistic approach to enhance and evolve critical communications systems and operations across the entire ecosystem. The "MCP Halo Effect" is our comprehensive integrated series of products and solutions to dramatically effect collaboration and situational awareness, improve decision-making, and ultimately influence outcomes.

3,200+ projects
supporting 1,300+ public-sector and critical communications agencies since 2009

We serve clients in
48 states
and 95% of the nation's largest metropolitan areas

200+
subject-matter experts on staff with an average of 25 years of experience

90%
of our clients remain with us from project to project

15%
average project cost savings for our clients—sometimes more

SecureHalo™
Family of Cybersecurity and IT Solutions

We're designing and monitoring highly reliable, secure and easy-to-manage integrated public safety networks.

Consulting
Consultive & Advisory Solutions

We're providing expertise across all areas of the constantly evolving public safety, justice, and broader public sector ecosystem.

DataHalo™
Family of Data Solutions

We provide data analytics and software solutions that improve collaboration, productivity, and decision-making.

Corporate Headquarters: 690 Gray's Woods Blvd., Port Matilda, PA 16870 Phone: 888-862-7911

MissionCriticalPartners

Service Offerings

MCP specializes in transforming mission-critical networks and operations into integrated ecosystems that improve outcomes in the public safety, courts and corrections, healthcare, transportation, and utility markets.

Consulting

Consultive & Advisory Solutions

Network and 911 Services

Specialties: Next Generation 911, Emergency Services IP Networks, text-to-911, call-handling equipment, cloud applications

- Assessments, procurement and implementation
- Program and project management
- Geographic information systems planning, design, implementation and administrative services

Wireless Communications Services

Specialties: land mobile radio, broadband, microwave alert and warning systems, fire station alerting systems, FirstNet, bidirectional amplifiers

- Master planning
- Project management
- Technical and operational needs assessments and design
- System procurement and negotiations
- Implementation and construction management
- Testing and validation

Operations and Facilities Services

Specialties: computer-aided dispatch, records management, mobile data systems, mission-critical facilities

- Facility planning and construction
- Consolidation and shared services
- Strategic and operations consulting
- Training and professional development
- Technology procurement and implementation
- Continuity of operations planning
- Recruiting and hiring support

Justice, Management, and Technology Services

Specialties: integrated justice, courts, case management, corrections, repositories, and biometric identification systems

- Assessments and data collection
- Strategic planning and governance support
- Business process transformation and systems architecture design
- Financial planning
- Information systems acquisition and procurement
- Implementation and change management support

Cybersecurity & IT

SecureHalo™

Family of Cybersecurity and IT Solutions

- IT and managed security solutions
- Third-party compliance
- Mission-Critical **NetInform®** security and network assessments
- Mission-Critical **NetPulse®** security and network monitoring
- Security training and awareness
- Virtual chief information security officer solutions

Data & Application Integration

DataHalo™

Family of Data Solutions

- **DataLink™** interface solution: business process mapping and design
- **DataSphere™** integration solution: planning, governance and architecture of data-sharing initiatives
- **DataScape™** analytics solution: powered by machine learning and artificial intelligence
- Alternatives to traditional data migration
- Database management
- Software and application development

Team Certifications

The following table provides MCP's cybersecurity certification staffing numbers across enterprise software and hardware applications and platforms.

Certifications	Total
Certified Application Assault Professional	1
Certified Network Assault Professional	1
CompTIA A+	1
CompTIA CASP+	1
CompTIA CySA+	1
CompTIA Data+	1
CompTIA Linux+	1
CompTIA Network+	1
CompTIA PenTest+	1
CompTIA Project+	1
CompTIA Security+	6
DOD Risk Management Framework	1
EC-Council Certified Ethical Hacker (CEH)	2
EC-Council Computer Hacking Forensic Investigator (CHFI)	1
GIAC Certified Enterprise Defender (GCED)	1
GIAC Critical Infrastructure Protection Certification (GCIP)	1
GIAC Global Industrial Cyber Security Professional (GICSP)	1
GIAC Web Application Penetration Tester (GWAPT)	1
ISACA Certified Information Security Manager (CISM)	2
ISC2 Certified Information Systems Security Architecture Professional (CISSP-ISSAP)	1
ISC2 Certified Information Systems Security Professional (CISSP)	3

Team Resumes

MCP recognizes that as an independent solutions provider, our corporate capabilities depend directly on the qualifications and experience of our staff. A multifaceted project such as this requires different areas of expertise and knowledge—typically more than any one or two individuals can bring—because other areas of expertise often are needed at different stages. MCP has assembled one of the country's most experienced and knowledgeable teams. Detailed resumes highlighting the qualifications and experience of the proposed project team are included in Appendix B.

2. A fully completed Question Spreadsheet.

Please see our fully completed Question Spreadsheet provided in a separate attachment.

3.Must have cybersecurity liability or information security liability insurance of at least five million dollars ($5,000,000.00) per occurrence.

MCP carries $10,000,000 in professional liability/cyber insurance.

References

Contact information for two references from projects similar in size, security functions, and scope is provided in the following table. More references are available upon request.

Reference 1	**Agency Name:** Charles County, Maryland. **Description of Services:** Vulnerability assessment, penetration test, and phishing and CSF assessment. **Project Length and Dates:** 6 months, February 2023 to July 2023. **Contact Name:** Jeffrey Clements, ENP, CMCP, Chief of 9-1-1/Public Safety Communications, ClementJ@charlescountymd.gov.
Reference 2	**Agency Name:** Township High School District, Illinois. **Description of Services:** Cybersecurity consulting, Center for Internet Security (CIS) control assessment, external and internal, wireless, and web application penetration testing. **Project Length and Dates:** 18 months, January 2022 – June 2023. **Contact Name:** Ronald Kasbohm, Chief Information Officer, 224.765.1030, rkasbohm@dist113.org.

Budget and Estimated Pricing

Pricing for Scope Provided in Question Spreadsheet

Professional services outlined in our Question Spreadsheet will be provided for a **fixed fee of $51,500**, including expenses.

Service Description	Fee
Assessment Services (NIST 2.0)	$33,300
Penetration Testing	$18,200
Total	$51,500

MCP recognizes that it is responsible for costs related to travel, housing, transportation, communications devices, and computer equipment. Any additional services will be performed at MCP's then-current fee schedule. Prior to initiating any such additional work, MCP would require a formal letter of authorization from the City of Blue Springs.

An invoice shall be submitted each month and include the percentage of work completed relevant to the fee and shall be reviewed and paid within 30 days of receipt.

Based on the current MCP understanding of what is to be accomplished, the pricing identified above represents an estimate of the work anticipated to achieve project success. MCP's priority is for this project to be successful for the City of Blue Springs.

Phase 2 Estimated Pricing

Professional services outlined in the scope of work will be provided on a per-hour, time and materials basis for an estimated **not-to-exceed fee of $40,000.**

At the close of each month, MCP shall submit a properly executed invoice showing services rendered for that month. Each statement shall include labor and expenses for authorized activities based on the approved scope of work. Reimbursable expenses on this project will be invoiced at the cost incurred. Invoices shall be reviewed and paid within 30 days of receipt.

Service Description	Rate
Project Manager	$239.00
Cybersecurity Analyst	$229.00
Technical Support Engineer	$229.00

Pricing Assumption

MCP will support the remediation of finding documented in the assessment with project management, technical guidance, and management of changes with Blue Springs staff implementing any changes. Upon completion of the assessment the cost and timeline for remediation support will be validated with Blue Springs.

Attachment A: RFP and Vendor Certification



City of Blue Springs, Mo

Request for Proposal for Security Assessment

04/24/2024

RELEASE

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1. Background

1.1 Purpose

The City of Blue Springs, Missouri (“Blue Springs”) is seeking proposals from prospective vendors to provide a Security Assessment (“SA”). The purpose of this Request for Proposal (“RFP”) is to provide vendors with all the necessary information about the project, including organizational, operational, and objective details. The RFP also includes a section where vendors can ask any questions they may have to provide the best possible response to the proposal.

1.2 Coverage & Participation

This RFP and any resulting agreement are for The Blue Springs' use only. Blue Springs can change or remove any part of the coverage and participation at any time without telling anyone or being responsible or liable in any way.

1.3 Choice of Service Methodology and Framework Suggestions

Blue Springs has drafted this Request for Proposal (RFP) with the aim of using NIST CSF 2.0 as the primary control set for the assessment that is being requested. As you go through this document and the associated questions, you may come across some questions that reference this framework. Additionally, you will notice that a consultative discovery approach is assumed in this document.

However, Blue Springs is open to other methodologies and frameworks. If you believe that your methodology or chosen framework can offer better value and outcomes to Blue Springs, please provide detailed information in your proposal wherever it's appropriate.

Please note that no vendor will be disqualified solely for proposing an alternate methodology or framework.

2. General Information

2.1 Original RFP Document

Blue Springs will keep the RFP, and all related terms and conditions, exhibits, and other attachments, as an archival copy. Any change to these, in the vendor’s submission, will cause immediate disqualification.

2.2 Scoping Information, The Enterprise, and Technology

The following information may help you in scoping your response. Please consider all numbers approximate.

Enterprise users: 400

Server Count: 60

# of Significant SaaS / cloud providers:

In-Scope Departments:

- IT
- City Admin
- HR
- Communications Development
- Finance
- Public Works
- Public Safety
- Parks & Recreation
- Communications

Knowledge holders to Interview: Less than 25

Departments which manage IT Separately: 0

Datacenters: 2

2.3 Penetration Testing Information

Blue Springs would like an external penetration test performed as part of this initiative. The following information should help you scope this portion of the engagement.

a) Blue Springs has 3 /29 blocks for a total of no more than 18 usable IP addresses in scope.
b) We believe we have 12 active IP addresses within the blocks.
c) Exploitation of vulnerabilities will be in scope however; we expect you to provide a Rule of Engagement or similar document to facilitate a methodical approach.
d) 5 websites are in-scope for this test.
    a. At this time no more than 3 will be tested with credentials, the other 2 do not have or will not be tested with credentials.

2.4 Schedule of Events

Note: Vendor must commit to completing efforts of Phase 1 by Sept 30, 2024. There is a specific question in the questionnaire regarding this requirement.

The following is a tentative schedule that will apply to this RFP but may change in accordance with the organization's needs or unforeseen circumstances.

Start issuance of RFP	
Technical Questions/Inquiries Due	May 10th
Responses will be provided in writing to all Respondents.	May 13
RFP Responses Due	May 17th
Final Selection	May 24th

Blue Springs reserves the right to change any dates provided. Any questions provided to Blue Springs will be answered in a common answer document which will be provided to all respondents.

3. Proposal Preparation Instructions

3.1 Vendor's Understanding of the RFP

By responding to this RFP, respondents accept full responsibility for thoroughly understanding all details of the RFP, including making any necessary inquiries to Blue Springs to gain such understanding. Failure to fully understand the RFP may result in disqualification. To avoid this issue, a question period has been provided. Blue Springs retains the right to determine whether the vendor has demonstrated such understanding and may cancel an award if it is deemed necessary. Any disqualification or cancellation will be at no fault, cost, or liability to Blue Springs.

3.2 Good Faith Statement

All information provided herein or in conjunction with this RFP is offered in good faith. Individual items are subject to change at any time. No certification is made that any item is without error.

3.3 Communication

In no case shall verbal communication govern over written communication.

All communications should be directed via email to : securityrfp@bluespringsgov.com

Any verbal communications shall be considered informal and informational only.

Formal Communications shall include, but are not limited to:

- Questions concerning this RFP.
- Errors and omissions in this RFP and enhancements by either party.

- Formal proposal completion.
- Inquiries for clarifications.
- Requests for extensions.

Blue Springs is under no obligation to respond to any communications after previously stated deadlines.

3.4 Proposal Submission

Proposals must be delivered via email to: securityrfp@bluespringsgov.com

Unless provided a written extension, responses received after midnight at Blue Springs on the dates provided previously in this document will not be considered.

3.5 Method of Evaluation

Only the content of the response and the respondent's past performance with Blue Springs will be used to evaluate each response to this RFP. No verbal communication will be taken into account. This RFP aims to find respondents who are interested, capable, and experienced in providing the requested service.

3.6 Selection and Notification

Vendors selected by Blue Springs to move into the negotiation phase of this process will be notified via email. Those vendors not selected for the negotiation phase may not be notified.

4. Follow On / Phase 2 Work

Blue Springs intends to remediate significant findings as identified in the assessment and penetration tests. This work will be considered Phase 2 for the purposes of this RFP.

We understand it may not be possible for respondents to provide a firm quote for the work plans which will result from this RFP. However, we are asking respondents to provide information, as elaborated below, and requested in the questionnaire.

You may choose to:

a) Not respond to phase 2 questions at all. This may impact your overall score in the initial evaluation.
b) Provide narrative on how you can assist in the areas listed below with a rate card for associated resources.
c) Provide narrative on how you can assist in the areas listed below with a rough order of magnitude price and how you would help us control the costs to maintain within the ROM.
d) If you provide this type of remediation as a service, such as a vCISO offering with SME execution hours, provide details and how this will assist in remediation.

Areas in which Blue Springs is likely to need some level of assistance include:

1) Security program governance
2) Change and configuration management.
3) Completing IS policy and procedures.
4) Identity and Access Management Maturity
5) Event monitoring and response
6) Business continuity
7) Asset and Data Identification and classification
8) Third party vendor management strategies
9) User awareness and training strategies
10) CJIS, PCI, and PII data strategies

5. Scope of Work, Specifications & Requirements

5.1 RFP Spreadsheet

Included with this RFP is a spreadsheet (**RFP Questions.xlsx**) which constitutes most of your response. Please review and answer as completely as possible.

6. Vendor Qualifications & References

All vendors should provide the following information for their proposal to be considered:

1. A brief outline of the vendor company and services offered. You may answer this in question C5 of the questionnaire or provide a separate document.
2. A fully completed Question Spreadsheet.
3. *Must have cybersecurity liability or information security liability insurance of at least five million dollars ($5,000,000.00) per occurrence.*

References: *Contact information for two references from projects similar in size, security functions, and scope. Note, references may be provided on down-select however you must provide, minimally, an anonymized summary of the reference with your response.*

7. Budget & Estimated Pricing

All vendors must provide an estimated cost breakdown for the overall cost of their service. Please provide a spreadsheet or document listing each phase and each price. Blue Springs will prefer fixed-fee engagements; however, we are open to other proposals. Please be specific in your pricing.

Note on the pricing of phase 2 remediation.

We realize that pricing phase 2 will be difficult until assessments and penetration tests are complete. Based on the information provided, we are looking for pricing strategies and estimates. No bid to phase 2 will be considered binding unless you make such a commitment in your pricing.

To assist us in setting budget and requesting fundings, we ask that respondents who wish to bid on remediation work provide an estimate in the form of a Not-to-Exceed (NTE) or timed and materials with estimates.

8. Contract Agreement

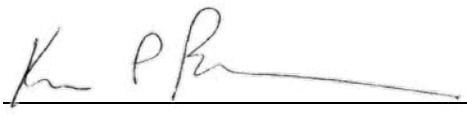
Attached is the city's standard contract. All vendors must agree to this contract upon being awarded being awarded the bid.

9. Vendor Certification

By providing a response to this RFP you agree to abide by anything stated herein.

No response to this RFP is deemed a legally binding agreement to acquire any services from the respondent on behalf of Blue Springs.

Person(s) authorized to negotiate on behalf of this firm for the purposes of this RFP are:

Name:	Kevin Bresnahan	Title:	President, Lifecycle Management Services Division
Signature:		Date:	May 20, 2024
Name:		Title:	
Signature:		Date:	

Signature of Authorized Officer:

Name:		Title:	
Signature:		Date:	

Attachment B: Resumes

Staff resumes are included on the following pages.

Coty C. Cooper

Client Services Director, Midwest Region, Mission Critical Partners

Coty is a business development and client services manager who delivers high customer satisfaction by exceeding expectations for our clients. Coty brings extensive public safety and public sector industry expertise to state and local government agencies to support their communities and possesses a background in all facets of public safety communications. Coty's experience encompasses LMR and wireless communications systems, 911 and next-generation standards, CAD and records management system (RMS), public safety facilities and emergency communications operations. His tenure involves project development, procurement and contract negotiations, vendor management and multi-agency relations. He brings extensive experience in understanding and representing customers' needs to ensure that vendor services and solutions procured are delivered as designed on time and on budget.



Industry Experience

24 years

Education

B.A., Organizational/Corporate Communications, Northern Illinois University

Associations

National Emergency Number Association (NENA)

Association of Public-Safety Communications Officials (APCO)

Representative Experience

State Experience

- State of Missouri 911 Service Board—Statewide NG911 feasibility study
- Missouri Highway Patrol—Strategic Plan for NG 911 secondary PSAP environment
- Illinois State Police—Implementation of statewide NG911 program

City/County Experience

- Naperville, IL—Radio system evaluation using MCP's Model for Advancing Public Safety® (MAPS®) and recommendations for improving or replacing the system
- Lake County, IL—Consolidation implementation
- West Central Joint Emergency Telephone Systems Board (ETSB), IL—Assessment of LMR communications systems, including needs assessments and procurement services
- Tri-Com Consolidated Dispatch—Assessment of public safety IP network
- Franklin County, IL—Assessment, recommendations for the consolidation of three PSAPs
- Downriver Mutual Aid, MI—Client manager on a project to evaluate the feasibility study of consolidating 14 PSAPs to improve emergency response outcomes
- Central County E911, MO—Strategic Planning
- Perry County/Perryville, City of, MO—Client manager for a facility/space programming design of an emergency communications center (ECC) and EOC
- St. Louis, MO—Technology migration from multi-emergency communication center to single consolidated center for police, fire and emergency management
- Warren County, OH—Assessment of multiple telecommunications public safety and public service networks
- Hamilton County, OH—Staffing study and workflow optimization analysis
- Cuyahoga County, OH—Emergency communications and PSAP assessment
- Sedgwick County, KS—Client manager on a CAD implementation project, providing assistance with proposal evaluation, contract negotiations and implementation oversight

Additional Experience

- Negotiated, supported and implemented public safety projects within various regions, including the City of Chicago and the Golden Gate Transportation District in California
- Consulted with customers in Illinois, Indiana, Ohio and Missouri on Next Generation 911 Core Services (NGCS) standards and implementation of IP selective routing
- Consulted with 30+ county and city public safety agencies to achieve grant funding and state contract to integrate 60+ police and fire departments into the Illinois statewide Starcom21 700/800 MHz Motorola network

Steven Badgio

Vice President & Director of Co-Managed Information Technology, Mission Critical Partners

Steve is an experienced project manager with national and international project experience. He uses his combined knowledge of business and telecommunications to drive projects to completion while building relationships and contributing to project success.

Core competencies include:

- Software implementations
- Software conversions
- Business analysis
- Project management
- IT Managed Services (MSP)
- Contract management.
- CRM implementation
- Billing operations
- Wireless service billing/mediation
- Cyber Security Assessments



Industry Experience

25 years

Certifications

CJIS Level 4

Representative Experience

Director, Service Delivery/Program Director Experience

- Managed 25+ cyber security assessments of public safety networks and subsequent planning
- Managed the deployment of fiber networking infrastructure and services supporting public service applications and departments.
- Led a professional services team of more than 30 resources across North America, India, Europe, the Middle East and Africa
- Implementation program owner of customer relationship management (CRM) ordering platform for North American cable operator supporting more than 12,000 concurrent agents
- Project Management Office (PMO) lead for multiple billing system conversions ranging from 800,000 to 3,000,000 active subscribers migrated per project
- Program owner for tier-one North American service provider
  - Annually negotiated, executed and managed more than 35 statements of work
- Line manager recruiting, training and managing assignments for a team of business analysts, systems analysts and project managers

System Engineer/Delivery Manager Experience

- Lead system analyst defining integration for wireless transaction mediation platform supporting IP and telephony for tier-one Brazilian wireless phone operator supporting more than 20 million subscribers
- Lead business analyst implementing rating and billing solutions for North American mobile virtual network operator, supporting both business-to-business and business-to-residential billing
- Systems engineering lead supporting billing system migration from legacy mainframe architecture to open system Unix-based multi-tier architecture
  - Defined operational processes and service level agreements for new solutions for billing, mediation and provisioning

Jason Franks

Cybersecurity Analyst, Mission Critical Partners

Jason is an accomplished cybersecurity and IT expert renowned for delivering exceptional technical performance through deep knowledge and dynamic team leadership. He brings three decades of extensive experience in IT and cybersecurity, the majority of which have been spent guiding mission-critical agencies including the DOD and various public safety and law enforcement agencies. Consistently exhibiting unparalleled prowess in crafting, implementing and sustaining comprehensive cybersecurity infrastructures, Jason is a problem solver, adept at seamlessly mitigating security hazards and rectifying performance bottlenecks by utilizing razor-sharp analytical acumen and superior communication skills.



Representative Experience

State/Regional Experience

- Tennessee Emergency Communications Board (TECB)—Cybersecurity SME for statewide assessments at 911 centers
- Knox County Emergency Communications District, TN (Knox 911)—SME on Mission-Critical NetPulse® Essential/Secure monitoring services
- Brazos County Council of Governments (COG), Central Texas COG and Heart of Texas COG, TX (working together as TriCOG)—SME on development of information security policies and procedures as well as incident response plans
- Florida Department of Managed Services (DMS)—Preparation and execution of cybersecurity training
- Tri-Com Central Dispatch, IL—SME performing a National Institute of Standards and Technology (NIST) Cybersecurity Framework assessment

City/County Experience

- Will County, IL—SME performing an assessment to ensure compliance with the FBI's Criminal Justice Information Services (CJIS) Security Policy
- Jefferson County, TN—SME providing cybersecurity analysis and hands-on post-assessment remediation efforts
- Washington County, TN—Technical lead on NetPulse Essential/Secure monitoring
- Caroline County, MD—Technical lead on NetPulse Essential/Secure monitoring
- Kent County, MD—Technical lead on NetPulse Essential/Secure monitoring
- Baltimore County, MD—SME providing cybersecurity analysis on assessment and guidance on NIST standards
- Lower Rio Grande Valley Development Council, TX—SME providing cybersecurity analysis on assessment and technical access control policies

Additional Experience

- United States Navy—Information Systems Security Officer/Manager
  - Management of the security posture and provision of security requirements analysis, system security design, security architecture generation, policy development, test plans/procedures and security verification/validation for the MK 48 and MK 54 torpedo programs
- United States Army—Information Systems Security Officer/Manager
  - Technical analysis/guidance to ensure NIST compliance for the Command Post of the Future (CPOF) program for all aspects, including systems development
- United States Air Force—Information Systems Security Engineer
  - Technical analysis, guidance and policy development ensuring NIST compliance for the Transportation Visualizer (TransViz) programs

Industry Experience

30 years

Education

B.S., Information Technology/Software Engineering, University of Phoenix

Certifications

Certified Information Security Manager (CISM), ISACA

Certified in Risk and Information Systems Control (CRISC), ISACA

Associate Certified Chief Information Security Officer (A|CCISO), EC-Council

Security+, CompTIA

Risk Management Framework (RMF) for Department of Defense (DOD) IT, BAI Information Security

CJIS Privileged User

Associations

IJIS Institute Cybersecurity Task Force

Information Systems Audit and Control Association (ISACA)

Richard Osborne, CISSP-ISSAP

Director of Commercial Services, Mission Critical Partners

Richard is a high-impact IT and cybersecurity professional with a proven record of elevating service delivery and achieving high technical performance through leading diverse teams. He is an expert in designing, implementing and maintaining cybersecurity software. He provides troubleshooting methods, keen analytical skills, and excellent communication abilities to assess client issues and develop effective solutions. Richard is a knowledgeable problem solver with nearly three decades of experience in IT, resolving network performance issues and mitigating security breaches in many different industries. Richard's project management expertise includes assessing resources, managing finances, and generating revenue through effective business models. He ensures to always provide audits in compliance with regulatory guidelines.

Core competencies include:

- Cloud Solution Development
- Compliance Auditing
- Cybersecurity Architecture
- Cybersecurity Compliance
- Vulnerability Management
- Project Management
- Strategic Planning
- Entrepreneurship
- Team Building
- Technology Leadership

Representative Experience

Professional Experience

- Provided comprehensive National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF) assessments for PSAPs and other agencies
- Managed a team of cybersecurity experts who provided assessments and penetration tests for local government offices
- Maintained virtual Chief Information Security Officer (vCISO) engagements and advised mitigation strategies for IT teams
- Completed, oversaw and assisted in the development and implementation of cybersecurity requirements in adherence to Cybersecurity Maturity Model Certification (CMMC)
- Reduced risk to corporate environments by carrying out evaluations, testing and analyzing gaps for HIPAA; ISO 27001; NIST 800-171 and 800-53; CSF; CIS; NYCRR 500; SEC and SOC2 cybersecurity requirements and guidelines
- Successfully designed and implemented an effective training program for IT staff that would prepare employees for implementing security controls throughout their environment
- Designed cybersecurity scenario playbooks for implementation by Fortune 500 and medium-sized corporations
- Effectively increased revenue and created new contract renewals by analyzing gaps, implementing security controls and ensuring compliance in the technical security of small, medium, and large external companies
- Developed and implemented security solutions to diminish security threats

Additional Experience

- Hosted public speaking engagements to create cybersecurity awareness throughout the community
- Developed and managed information repositories that received over 250,000 daily users
- Developed, implemented and maintained eCommerce platforms and web applications
- Built and maintained a managed service provider agency based in Tampa, Florida



Industry Experience

29 years

Education

M.S., Cybersecurity and Information Assurance

B.S., Information Technology, Western Governors University, UT

Clearance Level

Top Secret

Certifications

CompTIA A+, Net+, Sec+, Data+, Project+, Linux+, CySA+, CASP+

EC-Council Certified Ethical Hacker (CEH) & Computer Hacking Forensic Investigator (CHFI)

ISACA Certified Information Security Manager (CISM)

ISC^2 Certified Information Systems Security Professional (CISSP) & Information Systems Security Architecture Professional (CISSP-ISSAP)

Other Certifications from CJIS Level 4, AWS, CIW, Fortinet, Google, & LPIC

Matthew Yates

Director of Cybersecurity Operations, Mission Critical Partners

Matt is a proven leader and educated professional in cybersecurity. As the Director of Cybersecurity Operations, Matt is responsible for all commercial client engagements, managed services and consulting services. He works with commercial clients to help them understand cybersecurity risks, identify their security needs, meet regulatory compliance requirements, develop information/cybersecurity programs and continuously assess their cybersecurity maturity. His core competencies include:

- Supply Chain
- Cyber Operations
- Governance, Risk and Compliance
- Security Program Management
- Third-Party Risk Management
- Vulnerability Management
- Cybersecurity Programs and Policies
- Insider Threat

Representative Experience

Federal Experience

- Defense Information Systems Agency (DISA)—Cybersecurity SME
  - Provided Continuous Monitoring of cybersecurity compliance for the agency
  - Monitored and reported to the Department of Defense (DoD) CIO the compliance of more than 25,000 IT assets
  - Coordinated with security and program managers on remediation efforts
  - Track Plans of Actions and Milestones (POAMs) to completion
  - Provided in-depth analysis of Vulnerability data from industry standard tools
- Department of the Navy—Senior Systems Engineer and Field Technician
  - Supported five Navy/Marine Corps installations in the Southwest Region
  - Installed, administered and audited Special Access Program (SAP) systems
  - Oversaw system network integration on Unclassified and Classified networks
  - Ensured critical system confidentiality, integrity and availability
  - Deployed vulnerability patching and followed verification to ensure remediation

City/County Experience

- Santa Clara, CA—Project lead/cybersecurity SME responsible for evaluating critical vendors for cybersecurity risk, reviewing vendor documentation and controls and developing recommendations for vendors to increase cybersecurity and reduce risk
- New York, NY—Cybersecurity SME responsible to overseeing penetration testing, developing year-over-year recommended improvements and ensuring regulatory requirement compliance
- Manassas, VA—Project lead/cybersecurity SME tasked with developing a custom assessment methodology to ensure confidentiality and integrity

Additional Experience

- Experienced with National Institute of Standards and Technology (NIST) RMF, NIST SP 800-53r5, NIST CSF, NIST SP 800-171, Cybersecurity Maturity Model Certification (CMMC), Health Insurance Portability and Accountability Act (HIPAA) and various other information security and risk frameworks
- Executed assessments related to enterprise security, risk, cybersecurity, compliance and other regulatory assessments to improve security
- Developed security programs, policies and procedures aligning with the organization's identified requirements



Industry Experience

11 years

Education

MBA, American Military University

MPS, Homeland Security—Information Security and Forensics, The Pennsylvania State University

B.A., History, The Pennsylvania State University

Certifications

ISC2 - Certified Information Systems Security Professional (CISSP)

CompTIA, Sec+

Kevin P. Bresnahan

President of Lifecycle Management Services, Mission Critical Partners

Kevin leads MCP's Lifecycle Management Services and ensures our clients' successful delivery of strategic products and technology solutions. He is a results-oriented leader with experience in engineering, operations, implementations and project management, as well as the management of product support teams for various organizations. Kevin possesses a diverse background in managing complex projects with strategically critical responsibilities. He has successfully launched new software and hardware products from concept to delivery. As an expert presenter, negotiator and businessperson, Kevin has built solid relationships with strategic partners and consensus across multiple organizational levels.



Representative Experience

State/Regional

- North Texas Tollway Authority (NTTA)—Project manager for the rollout of Mission-Critical NetPulse® Essential and Secure, along with backup services and solutions
- Southeastern Pennsylvania Regional Task Force—Automatic License Plate Recognition Program Management

City/County Experience

- Centre County, PA—Client services representative for IT managed services project
- Fulton County, GA—Program service manager for CAD remediation project
- Berks County, PA—Program service manager for Mission-Critical NetPulse service aggregation router sustainment project
- Charles County, MD—NetPulse Secure
- Venango County, PA—Regional CAD NetPulse Administration
- Greene County, PA—Region 13 ESInet Fiber Expansion
- Warren County, OH Communications Center—Mission-Critical NetInform® Secure Network Assessment
- Tri-Com Central Dispatch, IL—NetInform Secure Services

Additional Experience

- Vice President, Managed Services
  - Provided the leadership and coaching required to secure and deliver managed services for the customer base
  - Acted as a trusted advisor to customer executives and SMEs and participated in strategic and roadmap discussions regarding business transformation and technology, as well as telecom operations and management solutions
  - Led managed service delivery and customer support activities related to the managed services operation
  - Provided input into managed services agreements with potential customers and vendors
  - Led the creation of software, tools and methodology to ensure ongoing efficiency enhancements for the delivery of managed services operation
  - Set up and defined processes, procedures, service level agreements (SLAs), touchpoints and accountability boundaries for managed services
  - Led a team of 60 cross-functional, multicultural, geographically dispersed team members (U.S., India, Ukraine, Russia)

Industry Experience

37 years

Education

MBA, University of Colorado Graduate School

B.S., Computer Science, Salem State College, MA

Certifications

CJIS Level 4

Attachment C: Assessment Sample

<<REDACTED>>



Cybersecurity Assessment

Final Report

Prepared May 2024

<<REDACTED>>

MissionCriticalPartners

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Executive Summary

From <<REDACTED>> to <<REDACTED>>, <<REDACTED>> conducted a proctored assessment of its cybersecurity profile using a series of proprietary questions provided by Mission Critical Partners, LLC (MCP). MCP mapped these questions to the National Institute of Standards and Technology (NIST) Cybersecurity Framework (CSF)[1]. The CSF is the framework recommended by the Cybersecurity and Infrastructure Security Agency, an agency of the United States (U.S.) Department of Homeland Security.

The CSF includes five major functions: Identify, Protect, Detect, Respond, and Recover. Each function contains multiple categories and subcategories. Each function, category, and subcategory are assessed across four tiers: Partial, Risk Informed, Repeatable, and Adaptive. By assessing cybersecurity across the CSF, an organization will gain a holistic understanding of its program and identify weak or problematic areas of policy and execution.

The assessment results are included in this document as well as an accompanying penetration test report that addresses the results of MCP's attempts to access <<REDACTED>> 's network as well as scans of the environment for vulnerabilities.

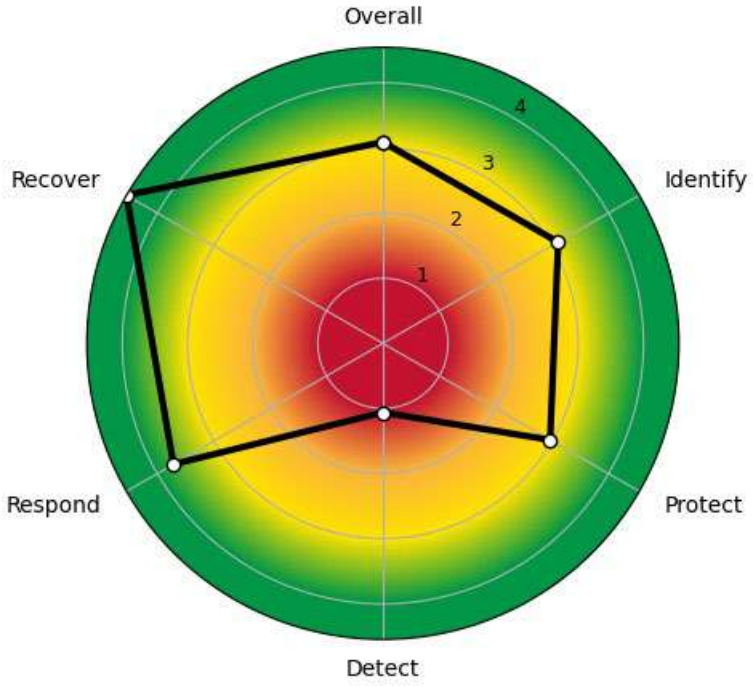
MCP's Model for Advancing Public Safety®

The assessment referenced above provided an extensive amount of valuable data. This includes scores and ratings on a large volume of attributes, specific findings, and prioritized recommendations. To assist <<REDACTED>> in processing this information, MCP leveraged a proprietary methodology, Model for Advancing Public Safety® (MAPS®). Through our knowledge of public safety standards, and with extensive experience concerning public safety network infrastructure, MCP has defined this model to provide:

- A quantitative measurement system to define the appropriate level baseline to operate as "public-safety-grade"
- A means to view assessment results holistically via a visual model
- Full transparency, and traceability, to specific ratings, findings, and prioritized remediation recommendations

[1] Cybersecurity Framework | NIST

Overall, based on the MAPS scoring, MCP rated <<REDACTED>> as Repeatable, with an overall score of 3.05.



Identify	Repeatable	3.08
Protect	Risk Informed	2.94
Detect	Partial	1.05
Respond	Repeatable	3.67
Recover	Adaptive	4.50
Note: The maximum score is 4.50.		

Strengths

<<REDACTED>> demonstrates notable strengths in its cybersecurity framework, particularly in asset and software management, identity and access management, and response planning. <<REDACTED>> has implemented a robust inventory system for physical devices and software, supplemented by advanced inventory tools. The identity and access management practices are commendable, featuring comprehensive access control policies and secure password management. In terms of response planning, <<REDACTED>> has a well-documented incident declaration procedure and a clear understanding of personnel roles during emergencies. Additionally, it effectively manages public relations and communications during crisis situations, showcasing its commitment to maintaining operational resilience. The incorporation of advanced tools like an

intrusion detection and prevention system (IDPS) and security information and event management (SIEM) along with thorough forensic investigations and a solid recovery plan for cybersecurity incidents further solidify its strengths in handling and mitigating cyber threats.

Weaknesses

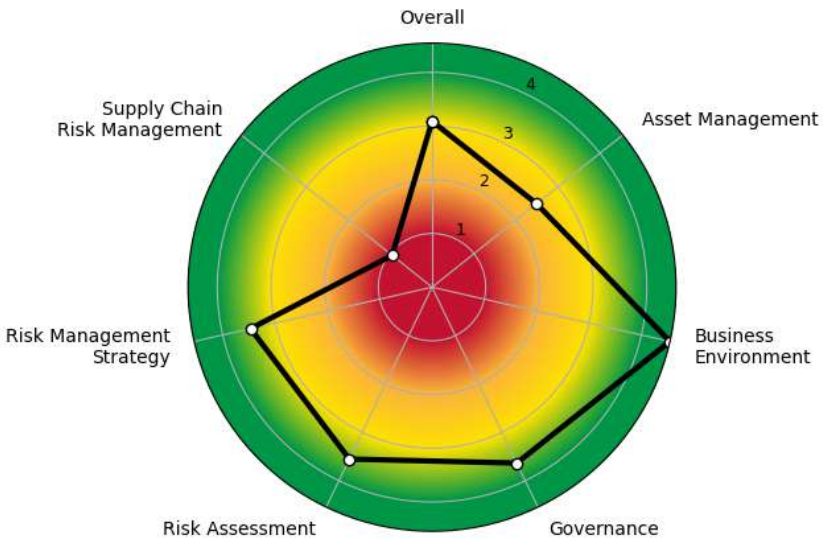
Despite its strengths, <<REDACTED>> faces several challenges that require attention. It lacks regular audits, mobile device management, and a clear distinction between regulated and unregulated information in asset management. In governance and supply chain risk management, there is a notable absence of comprehensive policies for external party data handling and insufficient management of supply chain risks. <<REDACTED>> also falls short in event detection, lacking network traffic monitoring tools and user activity baselines, which are critical for effective anomaly detection and analysis. Furthermore, there is an evident need for improvements in incident reporting, stakeholder coordination, and communication, particularly in post-incident reputation repair and integration of lessons learned into recovery plans. The absence of a formal strategy for rebuilding public trust post-incident and the need for regular updates of recovery strategies and communication plans are key areas for improvement to enhance <<REDACTED>> 's cybersecurity posture and alignment with industry best practices.

Top 3 Opportunities for Improvement

The following recommendations are made to address the issues that would significantly impact <<REDACTED>> 's cybersecurity capabilities:

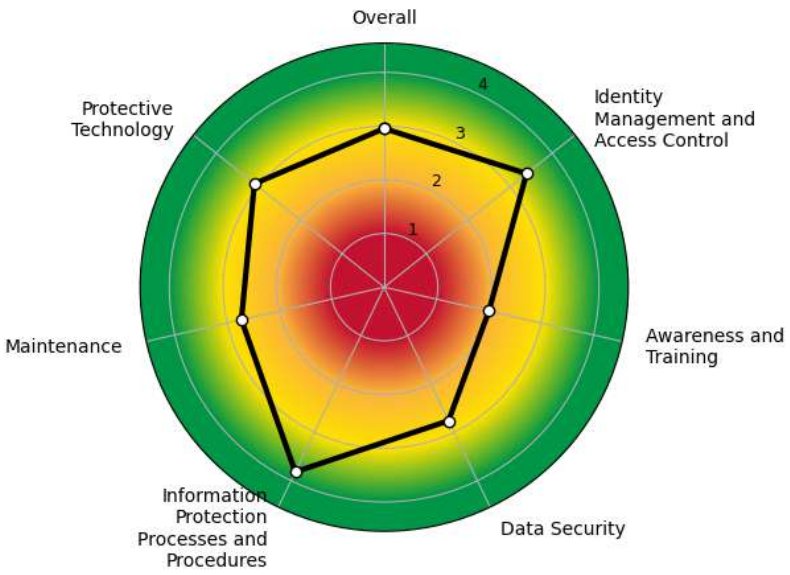
1. It is essential to enhance alert systems to ensure the immediate notification of security personnel about changes in network device configurations, a crucial step in preventing potential breaches.
2. Implementing measures to promptly disable rogue access points upon their detection is vital for safeguarding network integrity.
3. Introducing periodic red team exercises is paramount to significantly improve <<REDACTED>> 's readiness to detect, halt, and respond efficiently to cyberattacks, thus bolstering overall security resilience.

Identify



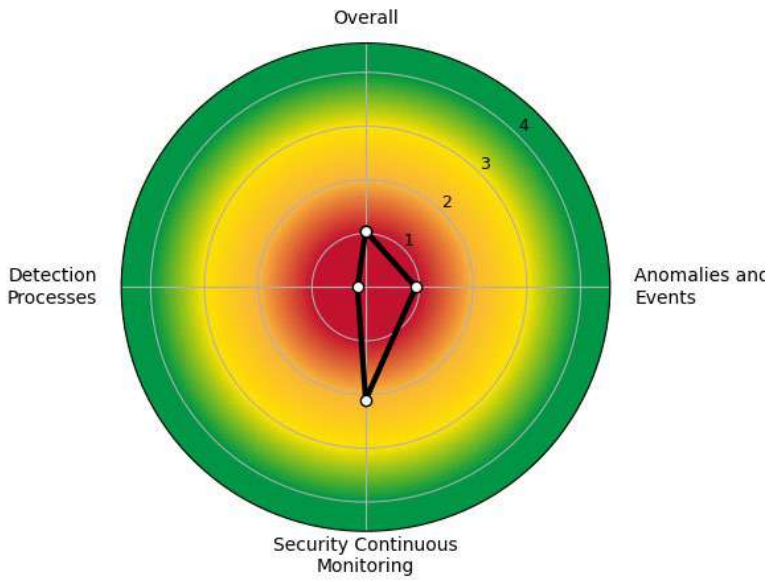
Score	**Repeatable (3.08)**
Best Category	Business Environment (4.50)
Worst Category	Supply Chain Risk Management (0.94)
Summary	<<REDACTED>> 's cybersecurity assessment reveals strengths in asset and software management, but also identifies key areas needing improvement. In asset management (ID.AM), <<REDACTED>> displays a robust inventory system for physical devices and software, incorporating advanced inventory tools. However, enhancements are needed in areas like regular audits, mobile device management, and distinguishing between regulated and unregulated information. For software management, while effective tools and unauthorized software limitations are in place, <<REDACTED>> should focus on establishing cybersecurity standards for external entities and documenting external dependency risks. Governance (ID.GV) and supply chain risk management (ID.SC) show a well-established cybersecurity policy, yet <<REDACTED>> lacks in managing supply chain risks. Recommendations include developing policies for external party data handling, conducting security assessments of suppliers, and setting minimum cybersecurity requirements for third-party vendors. Overall, <<REDACTED>> demonstrates a solid cybersecurity foundation but requires strategic enhancements in data classification, external entity security requirements, and supply chain risk management to bolster its overall cybersecurity framework and align with industry best practices.

Protect



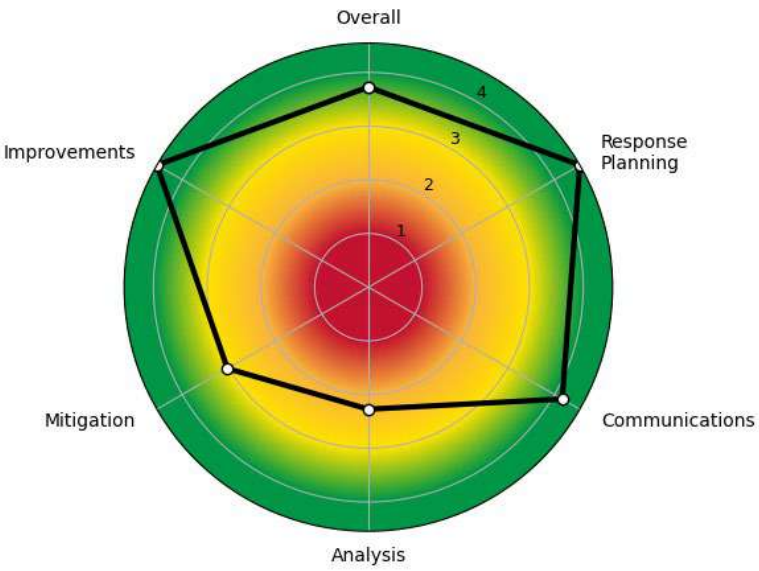
Score	**Risk Informed (2.94)**
Best Category	Information Protection Processes and Procedures (3.78)
Worst Category	Awareness and Training (1.98)
Summary	<<REDACTED>> showcases a robust cybersecurity approach with effective practices in identity and access management, coupled with strong network integrity protections. <<REDACTED>> excels in managing identities and credentials (PR.AC-1), featuring a comprehensive access control policy and secure password management, but needs enhancements in role inconsistency correction and network level authentication. Physical access control (PR.AC-2) is well-handled with strict entry monitoring and visitor management, though improvements in security for physical backup media and access control policies are recommended. In remote access management (PR.AC-3), <<REDACTED>> employs strong encryption and multi-factor authentication, yet monitoring remote access users and prohibiting split-tunneled virtual private network (VPN) connections are areas for improvement. <<REDACTED>> 's approach to access permissions (PR.AC-4) is based on least privilege and separation of duties, with a need for more frequent reviews and stricter web and email access controls. Awareness and training programs (PR.AT) are thorough but lack specificity in mobile device security and third-party stakeholder training. Data security measures (PR.DS) are effective, especially for data-at-rest and in-transit, yet enhancements in encrypting remote backups and wireless network protocols are needed. Overall, focusing on improved network level authentication, enhanced remote access monitoring, and targeted training programs will further strengthen <<REDACTED>> 's cybersecurity posture.

Detect



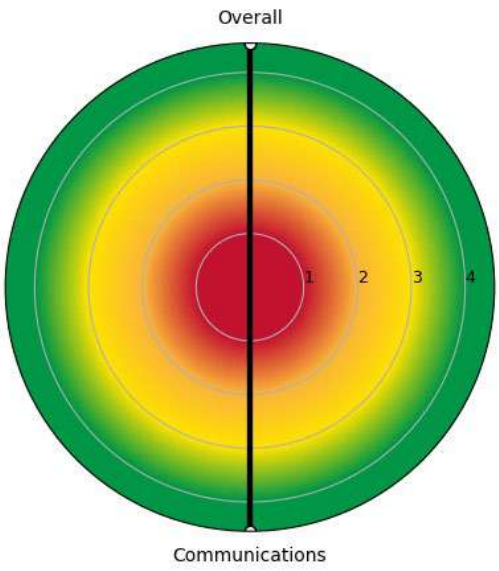
Score	**Partial (1.05)**
Best Category	Security Continuous Monitoring (2.08)
Worst Category	Detection Processes (0.15)
Summary	<<REDACTED>> requires significant enhancements in network operations and event detection. Currently, there is a lack of network traffic monitoring tools and user activity baselines (DE.AE-1), hindering effective anomaly detection and analysis of attack targets and methods (DE.AE-2). Implementing network traffic monitoring tools, tracking VPN usage, and utilizing SIEM for log analysis are essential steps toward improvement. Additionally, bolstering behavioral anomaly detection and strict monitoring of administrative activities would further strengthen the cybersecurity posture. In terms of security continuous monitoring (DE.CM), <<REDACTED>> has measures for malware detection (DE.CM-4) but lacks a comprehensive approach in areas like unauthorized personnel and device monitoring (DE.CM-7). To address these gaps, improving a network-based intrusion detection system (IDS), implementing wireless IDS (WIDS), and enhancing log analysis are recommended. For detection processes (DE.DP), defining roles for detection (DE.DP-1) and ensuring compliance with requirements (DE.DP-2) are critical. This can be achieved by establishing clear detection roles, utilizing automated monitoring tools, and conducting regular audits. Overall, integrating advanced tools, updating security policies, and increasing collaboration and training are key to elevating <<REDACTED>> 's detection capabilities and cybersecurity framework.

Respond



Score	**Repeatable (3.67)**
Best Category	Response Planning, Improvements (4.50)
Worst Category	Analysis (2.25)
Summary	<<REDACTED>> exhibits a strong commitment to adaptive response planning (RS.RP-1) and effective communication (RS.CO) during incidents. It has a clear incident declaration procedure and ensures personnel are aware of their roles in response scenarios. However, there are opportunities for improvement, particularly in incident reporting and stakeholder coordination. IDPS and SIEM tools can enhance the ability to detect and report incidents. Additionally, regularly updating stakeholder lists and establishing defined communication channels will improve coordination and response efficiency. In terms of analysis and mitigation (RS.AN, RS.MI), <<REDACTED>> conducts thorough forensic investigations but needs real-time alerting for security personnel. Addressing vulnerabilities such as disabling rogue access points and restricting internet-visible servers is crucial. For continuous improvement (RS.IM), <<REDACTED>> integrates lessons learned into response plans and strategies. Establishing specific timelines for post-incident reviews and fostering a culture of ongoing learning will further strengthen its response capabilities. These enhancements are essential for maintaining <<REDACTED>> 's readiness and effectiveness in handling emergency situations.

Recover



Score	**Adaptive (4.50)**
Best Category	Communications (4.50)
Worst Category	N/A
Summary	<<REDACTED>> has a solid foundation for recovery operations (RC.RP-1) with a recovery plan in place for cybersecurity incidents. This plan enables <<REDACTED>> to swiftly restore critical services, minimizing the impact on emergency response capabilities. However, enhancements are needed to integrate lessons learned into recovery plans (RC.IM-1) and regularly update recovery strategies (RC.IM-2). Implementing a formal process to capture insights from past incidents, sharing these lessons with stakeholders, and updating recovery plans accordingly will bolster resilience. Additionally, regular reviews of recovery strategies will ensure <<REDACTED>> remains effective against evolving cyber threats. In terms of communication (RC.CO), <<REDACTED>> manages public relations effectively, with established protocols for crisis communication and stakeholder engagement. To further improve, developing a comprehensive public relations plan and utilizing social media platforms for real-time updates are recommended. Addressing reputation repair post-incident is crucial, as there is currently no formal strategy for rebuilding public trust. Establishing a process for assessing and mitigating reputational impact and creating a detailed reputation recovery plan will enhance <<REDACTED>> 's ability to maintain public confidence. Lastly, ensuring the effective communication of recovery activities to all stakeholders is key. A comprehensive communication plan, regular testing of communication protocols, and a mass notification system will streamline the dissemination of crucial information during recovery operations.

Project Approach

From <<REDACTED>> to <<REDACTED>>, <<REDACTED>> conducted a proctored self-assessment of its cybersecurity profile using a series of proprietary questions provided by Mission Critical Partners, LLC (MCP). The assessment provides an extensive amount of valuable data.

Using the Cybersecurity Framework (CSF) from the National Institute of Standards and Technology (NIST), MCP mapped these questions (see Appendix A). The result is scores and ratings (see Appendix B) on a large volume of attributes, specific findings (regarding areas of excellence and areas of opportunity), and prioritized recommendations. The recommendations within each subcategory are suggested to enhance and/or improve <<REDACTED>> 's cybersecurity profile.

To assist <<REDACTED>> in processing this information, MCP leverages a proprietary methodology, Model for Advancing Public Safety (MAPS). Through our knowledge of public safety standards, and with extensive experience concerning public safety network infrastructure, MCP has defined this model to provide:

- A quantitative measurement system to define the appropriate level baseline to operate as "public-safety-grade"
- A means to view assessment results holistically via a visual model
- Full transparency, and traceability, to specific ratings, findings, and prioritized remediation recommendations

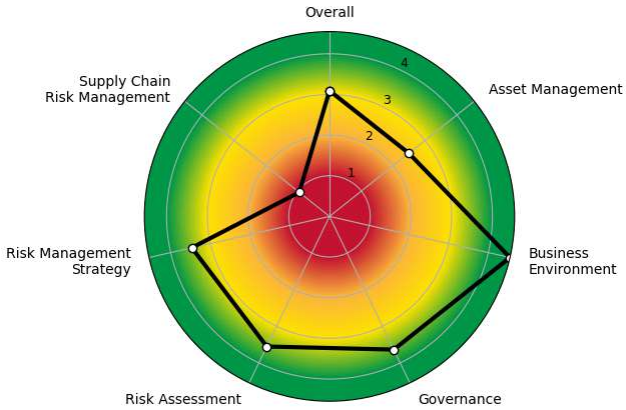
The sections that follow detail the results of <<REDACTED>> 's cybersecurity assessment.

1 Identify

Repeatable **3.08**

Develop an organizational understanding to manage cybersecurity risk to systems, people, assets, data, and capabilities.

Understanding the business context, the resources that support critical functions, and the related cybersecurity risks enables an organization to focus and prioritize its efforts, consistent with its risk management strategy and business needs.[2]



1.1 Category Scores

Asset Management	*Risk Informed (2.47)*
Business Environment	*Adaptive (4.50)*
Governance	*Repeatable (3.60)*
Risk Assessment	*Repeatable (3.52)*
Risk Management Strategy	*Repeatable (3.43)*
Supply Chain Risk Management	*Not Implemented (0.94)*

1.2 Top 5 Opportunities for Improvement

The following items are those that would have the greatest impact on the overall score. The number in parentheses shows the expected change in the Identify function's score if corrected.

1. <<REDACTED>> 's information classification scheme does not draw a distinction between regulated information and unregulated information. (+0.125)
2. <<REDACTED>> does not maintain an inventory of information in which it classifies all information in its possession. (+0.078)
3. <<REDACTED>> does not define time intervals for risk monitoring activities. (+0.061)
4. <<REDACTED>> does not develop its information security governance structure using appropriate industry standards and/or frameworks. (+0.042)
5. The information security program does not address regulatory compliance issues and the need to achieve them. (+0.042)

[2] Framework for Improving Critical Infrastructure Cybersecurity, Version 1.1 (nist.gov)

1.3 Detailed Results

1.3.1 Asset Management (ID.AM) Risk Informed (2.47)

ID.AM-1: Physical devices and systems within the organization are inventoried Adaptive (4.50)

The asset management process at <<REDACTED>> is well-structured, especially regarding the inventory of physical devices and systems. The inventory is comprehensive, covering systems with an Internet Protocol (IP) address, including ephemeral devices such as virtual machines, remote access, laptops, and mobile devices. It details the location, network address, machine name, and responsible department for each device. <<REDACTED>> also maintains a formal inventory of mobile devices and an authoritative list of authorized software for endpoints. Discovery scans and active/passive tools are employed for identifying connected hosts. The inventory system is enhanced with automated tools for updating, including IPv4 and IPv6 scanning, Dynamic Host Control Protocol (DHCP) log monitoring, and software inventory integration, highlighting its robust nature in asset management.

Recommendations

- Implement routine audits for the asset inventory to maintain accuracy and identify any missing devices.
- Incorporate the inventory process with <<REDACTED>> 's change control system, ensuring new devices and equipment are promptly added and documented.
- Improve the mobile device management program by formalizing user registration and documenting the owner and business need for each wireless device for better oversight.
- Persist with the use of automated tools for inventory updates, including advanced scanning and monitoring, and leveraging DHCP logs for identifying unknown devices.
- Conduct regular training for employees to emphasize the importance of asset management, ensuring staff members are aware of their roles in maintaining an accurate inventory.

ID.AM-2: Software platforms and applications within the organization are inventoried Adaptive (4.50)

<<REDACTED>> has implemented effective measures to inventory software platforms and applications within the organization. It uses software inventory tools for all endpoint systems and servers, regardless of the operating system in use. <<REDACTED>> also identifies software that requires direct updates from the supplier and maintains an authoritative list of authorized software for all servers. Mobile device management implementation limits the download or installation of unauthorized third-party software and verifies digital signatures on applications to ensure only trusted entities are installed. <<REDACTED>> inventories acquired software in a central repository and tracks versions and patch levels of the underlying operating system as well as all installed applications. <<REDACTED>> has mechanisms in place to block-list or allow-list software on mobile devices and maintains a current inventory of installed applications on each device. Additionally, the software inventory tools are linked to the hardware asset inventory, providing a comprehensive view of the installed software and patch levels on each device.

Recommendations

- Regularly review and update the list of authorized software for all servers, ensuring only essential and approved software is installed.

- Implement automated update processes for software and patch management to maintain current security patches and fixes.
- Establish a vetting and approval process for new software installations and updates on mobile devices.
- Conduct frequent audits to reconcile software inventory with actual installed software, identifying discrepancies or unauthorized installations.
- Provide ongoing training to staff on the importance of software asset management and the risks of unauthorized software to promote a security-conscious culture.

ID.AM-3: Organizational communication and data flows are mapped *Not Implemented (0.00)*

<<REDACTED>> has a relatively strong asset management process in place. The information classification scheme includes instructions for the appropriate handling of assets, and information assets are categorized by their sensitivity. <<REDACTED>> holds information owners responsible for ensuring that assets are appropriately classified and labeled according to the classification policy. Additionally, <<REDACTED>> has a process to identify and inventory all high-value or critical information assets. However, it is worth noting that <<REDACTED>> does not draw a distinction between regulated and unregulated information in its information classification scheme. This distinction is important as regulated information may have specific security and privacy requirements that need to be addressed.

Recommendations

- Include a clear distinction between regulated and unregulated information in the information classification scheme to ensure appropriate security and privacy measures are applied to regulated assets.
- Conduct periodic reviews and updates of the information classification scheme to stay aligned with changing regulatory requirements and shifts in information sensitivity.
- Continue emphasizing the role of information owners in classifying and labeling assets as per the classification policy, ensuring accuracy and consistency across the organization.

ID.AM-4: External information systems are catalogued *Partial (1.90)*

It appears that <<REDACTED>> has a good understanding of the external information systems that its applications, services, or systems need to access. It identifies all information sources and has input from various business units to ensure that all third-party information is included in an authoritative list or database. However, there are some areas where improvements can be made. <<REDACTED>> does not define a minimum level of cybersecurity requirements that all suppliers and external entities must meet; this could potentially expose <<REDACTED>> to cybersecurity risks if its external partners do not have adequate security measures in place. Additionally, while <<REDACTED>> continually reviews the list of third parties to ensure it is up to date, there is no documentation of a list that includes risk scores for external dependencies. This could make it difficult to prioritize and manage the cybersecurity risks associated with these dependencies.

Recommendations

- Create and enforce a standardized set of cybersecurity controls or requirements for all suppliers and external entities. This ensures that external partners maintain adequate security measures.

- Regularly assess and audit external entities to verify their compliance with the established cybersecurity requirements.
- Develop and maintain a documented list of external dependencies, including risk scores. This aids in prioritizing and managing cybersecurity risks associated with these dependencies.
- Continuously review and update the list of external dependencies and their associated risk scores to keep it current and relevant.
- Implement a process for identifying and assessing potential risks associated with external partnerships.

ID.AM-5: Resources (e.g., hardware, devices, data, time, personnel, and software) are prioritized based on their classification, criticality, and business value *Not Implemented (0.00)*

<<REDACTED>> has made some progress in prioritizing its resources based on classification, criticality, and business value. It has a classification scheme in place that includes instructions for handling assets, categorizes information assets by type and sensitivity, and records the format or form of the assets. <<REDACTED>> tracks software licensing and has a process to identify and inventory high-value or critical information assets. It maintains an asset profile that includes details about the location, owners, and custodians of the assets, as well as the location of backups and duplicates. It also has a process for reviewing and updating the asset profile, including a change history with the rationale for changes. <<REDACTED>> audits software licensing records and determines integrity requirements for information assets. It provides sufficient staff for information security activities and reviews and updates the asset profile on a schedule. There is also an audit process to ensure that updates have been carried out and a communication plan to inform custodians of changes to assets.

Recommendations

- Establish and maintain an inventory of all information in <<REDACTED>> 's possession, ensuring thorough accounting of all assets.
- Implement a classification scheme that clearly differentiates between regulated and unregulated information, aiding in appropriate handling and protection.
- Develop more detailed categories within the information classification scheme, such as "public," "confidential," and "special handling," for greater clarity on asset handling.
- Ensure that all confidentiality requirements, including encryption controls, are determined and documented during the inventory process.
- Create a process for the systematic addition of newly created or altered information to the asset profile/database.
- Develop a system to electronically inventory documents containing regulatory information.

ID.AM-6: Cybersecurity roles and responsibilities for the entire workforce and third-party stakeholders (e.g., suppliers, customers, partners) are established *Repeatable (3.90)*

<<REDACTED>> has established cybersecurity roles and responsibilities for the entire workforce and third-party stakeholders. It has identified information owners responsible for all information stored, generated, or newly taken in, and has documented contact information for internal personnel vital to disaster recovery. <<REDACTED>> 's information classification scheme includes instructions for the appropriate handling of assets, and it has conducted a review to identify which roles perform critical functions. Information owners are held responsible for maintaining the information asset inventory for the information they "own".

<<REDACTED>> has a process in place for handling exceptions to acceptable behavior procedures, policies, standards, guidelines, and/or regulations, and has established an anonymous process for employees to report suspected violations of information security principles or policies. However, it is concerning that <<REDACTED>> does not enforce security requirements prior to giving customers access to its information or assets.

Recommendations

- Implement a comprehensive customer onboarding process to evaluate customers' security postures and ensure their adherence to security requirements. This process may include questionnaires, audits, or assessments.
- Deploy a secure access management system for customers, emphasizing strong authentication, authorization, and accounting measures to control access to sensitive information or assets.

1.3.2 Business Environment (ID.BE) Adaptive (4.50)

ID.BE-1: The organization's role in the supply chain is identified and communicated *Not Evaluated*

<<REDACTED>> does not have a direct role in the supply chain as it primarily focuses on emergency response and dispatch operations. However, it does rely on various suppliers and vendors for critical equipment and software used in its operations. <<REDACTED>> has a clear understanding of its dependencies on these suppliers and communicates its needs and requirements effectively. <<REDACTED>> maintains a list of approved vendors and has established processes for procurement and vendor management. <<REDACTED>> has established communication channels with its suppliers to ensure timely and efficient delivery of essential equipment and software updates. Overall, while <<REDACTED>> 's role in the supply chain is minimal, it has implemented effective practices to identify and communicate its needs to suppliers.

ID.BE-2: The organization's place in critical infrastructure and its industry sector is identified and communicated *Not Evaluated*

<<REDACTED>> 's place in critical infrastructure and its industry sector is well-identified and communicated. It clearly understands the critical role it plays in emergency response and its importance within the larger infrastructure of Will County. This is evident in the policies, procedures, and training programs that highlight the significance of <<REDACTED>> ’s work and the need for secure and reliable communication systems. <<REDACTED>> actively collaborates with other emergency response agencies, law enforcement, and healthcare providers to ensure effective coordination during crisis situations. Overall, <<REDACTED>> demonstrates a strong commitment to its role in critical infrastructure and effectively communicates it to relevant stakeholders.

ID.BE-3: Priorities for organizational mission, objectives, and activities are established and communicated *Not Evaluated*

There is a clear prioritization of <<REDACTED>> ’s mission, objectives, and activities. <<REDACTED>> has a well-defined mission statement that emphasizes the importance of public safety and emergency response. This mission is communicated effectively to all staff members, ensuring that everyone is aligned with the organization's goals. <<REDACTED>> ’s objectives and activities are also well-established and communicated, with regular meetings and trainings to keep staff updated on their responsibilities. <<REDACTED>> 's leadership plays a key role in setting priorities and ensuring that they are effectively communicated throughout the organization.

ID.BE-4: Dependencies and critical functions for delivery of critical services are established

Adaptive (4.50)

<<REDACTED>> has done a good job identifying and establishing dependencies and critical functions for the delivery of critical services. It has identified all high-value services, applications, and systems. Each business unit has input in the identification process, ensuring a comprehensive approach. <<REDACTED>> rates asset-dependent services based on their business criticality, which helps prioritize resources and efforts. Additionally, it has identified all internal and external application, service, or system dependencies needed to reconstitute service, and maintains a list of external entities necessary for disaster recovery. <<REDACTED>> has a strong understanding of its critical functions and the dependencies involved in delivering those services.

Recommendations

- Continuously review and update the identification of high-value services, applications, and systems to reflect changes or additions to critical functions.
- Conduct regular assessments to validate the accuracy and completeness of identified dependencies and critical functions, identifying any overlooked gaps or inconsistencies.
- Establish and maintain effective communication and coordination mechanisms with external entities vital for disaster recovery, including regular drills and communication.
- Ensure comprehensive and up-to-date documentation of all identified dependencies, critical functions, and corresponding disaster recovery plans for efficient service reconstitution during disruptions.

ID.BE-5: Resilience requirements to support delivery of critical services are established for all operating states (e.g., under duress/attack, during recovery, normal operations)

Adaptive (4.50)

<<REDACTED>> has done a good job in establishing resilience requirements to support the delivery of critical services in all operating states. It has identified all internal and external application, service, or system dependencies needed to reconstitute service. <<REDACTED>> also documents recovery time objectives (RTOs) and recovery point objectives (RPOs) for identified information and services. It prioritizes the applications, services, and systems that need to be reconstituted in the event of a disaster based on RTOs and RPOs, and has identified the sequence of restoration based on each application's dependencies.

Recommendations

- Continuously assess and update resilience requirements to address changes in internal and external dependencies, adjusting RTOs and RPOs as needed.
- Ensure comprehensive documentation and clear communication of the restoration sequence for critical applications and services to all relevant stakeholders.
- Implement routine drills and exercises to test the effectiveness of the restoration process and identify areas for improvement.
- Maintain an ongoing process of monitoring and updating resilience requirements to ensure preparedness across all operating states, including duress, attack, recovery, and normal operations.

1.3.3 Governance (ID.GV) Repeatable (3.60)

ID.GV-1: Organizational cybersecurity policy is established and communicated *Adaptive (4.10)*

<<REDACTED>> has established and communicated its organizational cybersecurity policy. <<REDACTED>> has documented the goals, objectives, and oversight structure of its information security strategy. It has defined the structure and organization of its information security activities and requires formal executive approval of the information security strategy. <<REDACTED>> has identified a key stakeholder with sufficient authority for its information security activities and has documented staff roles and responsibilities within the information security governance structure. The information security strategy is updated concurrently with the strategic business planning process, and <<REDACTED>> establishes its information security activities in alignment with the strategy. <<REDACTED>> also has a process for handling exceptions to acceptable behavior procedures and policies and for reporting information security performance to senior management. However, <<REDACTED>> 's information security policy does not control the methods that external parties use to handle, store, and share information, which could pose a potential risk.

Recommendations

- Develop and communicate a comprehensive policy that sets clear requirements for external parties on handling, storing, and sharing information, ensuring alignment with <<REDACTED>> 's information security strategy.
- Implement a thorough assessment process for evaluating the information security practices of external parties before engagement, focusing on their policies, procedures, and technical controls.
- Ensure contracts with external parties include specific clauses regarding their responsibilities for maintaining the security and confidentiality of <<REDACTED>> 's information, with provisions for regular audits, incident reporting, and adherence to industry best practices.
- Establish a routine for monitoring and reviewing the information security practices of external parties, utilizing periodic assessments, audits, or security reviews to ensure compliance with <<REDACTED>> 's policies and standards.

ID.GV-2: Cybersecurity roles and responsibilities are coordinated and aligned with internal roles and external partners *Repeatable (3.10)*

<<REDACTED>> has a well-coordinated and aligned approach to cybersecurity roles and responsibilities. It includes various stakeholders such as physical security, risk management, information technology (IT), human resources, legal, procurement, and finance in its information security program. <<REDACTED>> also documents staff roles and responsibilities related to the information security governance structure and reports the status of information security to executive leadership annually. <<REDACTED>> has sufficient staff and funding for information security activities and a process for handling exceptions to acceptable behavior procedures. It uses information security key performance indicators (KPIs) and involves business units in reporting information security performance to senior managers.

Recommendations

- Ensure the information security program comprehensively addresses regulatory compliance issues, maintaining the integrity and confidentiality of sensitive information.
- Formally involve the compliance team as a stakeholder in the information security program to adequately address and manage compliance requirements and risks.

ID.GV-3: Legal and regulatory requirements regarding cybersecurity, including privacy and civil liberties obligations, are understood and managed *Risk Informed (2.70)*

<<REDACTED>> has established an information governance structure with policies and procedures that mandate information governance activities. <<REDACTED>> also identifies the operations and activities necessary for compliance with legal, statutory, and other regulatory security requirements. It has documented the rules, laws, and regulations that may be applicable to potential incidents and has a defined schedule for reviewing information security KPIs to identify any gaps. <<REDACTED>> documents events that would trigger an information security governance structure meeting. However, it is concerning that <<REDACTED>> has not developed its information security governance structure using appropriate industry standards and/or frameworks, and its agreement with third parties does not ensure a clear understanding and indemnity. These gaps pose a potential risk to <<REDACTED>> 's ability to effectively manage legal and regulatory requirements regarding cybersecurity, privacy, and civil liberties obligations.

Recommendations

- Implement appropriate industry standards and frameworks for developing the information security governance structure, aligning with established best practices.
- Review and update agreements with third parties to ensure clarity, mutual understanding, and provisions for indemnity, safeguarding <<REDACTED>> 's interests in interactions with these parties.
- Continuously monitor and revise these agreements to keep them relevant and effective in addressing evolving cybersecurity and legal challenges.

ID.GV-4: Governance and risk management processes address cybersecurity risks *Adaptive (4.50)*

<<REDACTED>> demonstrates a strong commitment to including information security in its overall governance structure. It is positive to see that the results of the insider risk and threat modeling process are effectively communicated to <<REDACTED>> 's risk management authority and included in the enterprise risk management plan. <<REDACTED>> updates its information security strategy concurrently with the strategic business planning process, indicating a proactive approach to aligning cybersecurity with <<REDACTED>> 's goals. The fact that the information governance structure has regularly scheduled meetings further highlights <<REDACTED>> 's commitment to effective governance in addressing cybersecurity risks. These findings indicate that <<REDACTED>> has established robust governance and risk management processes to address cybersecurity risks.

Recommendations

- Continuously revise and update the information security strategy to keep pace with the evolving cyber threat landscape and <<REDACTED>> 's changing business objectives.
- Cultivate a culture of open communication and collaboration among the information security team, risk management authority, and other stakeholders for timely sharing and effective decision-making on insider risks and threat modeling.
- Ensure that the regularly scheduled information governance meetings are productive, with clear agendas, active participation from key stakeholders, and mechanisms to track and follow up on action items.

1.3.4 Risk Assessment (ID.RA) Repeatable (3.52)

ID.RA-1: Asset vulnerabilities are identified and documented *Risk Informed (2.30)*

<<REDACTED>> has a strong focus on identifying and documenting vulnerabilities. <<REDACTED>> actively conducts vulnerability scans using a vulnerability scanner and has done so in the past year. It documents the affected assets for each identified risk, ensuring a comprehensive understanding of the potential impact. However, there are some areas for improvement. <<REDACTED>> does not conduct regular automated vulnerability scans against all systems on the network, which could leave it exposed to potential vulnerabilities. Additionally, mobile-device-specific vulnerabilities are not being identified and assessed, which is crucial considering the reliance on mobile devices in emergency response situations. <<REDACTED>> also does not conduct threat modeling on new technologies and software, which could help identify potential vulnerabilities before they are deployed. The standard contract language with third parties does not require audits and remediation when issues are identified, which can pose a risk to <<REDACTED>> 's overall security posture.

Recommendations

- Implement a routine schedule for automated vulnerability scans across all network systems to promptly identify and address new vulnerabilities.
- Develop a process for identifying and assessing mobile-device-specific vulnerabilities, utilizing mobile device management solutions and regular security assessments.
- Integrate threat modeling into the process for evaluating new technologies and software, enabling proactive identification and mitigation of potential vulnerabilities.
- Revise standard contract terms with third parties to include mandatory audits and remediation clauses when security issues are identified, ensuring third-party accountability for security standards.

ID.RA-2: Cyber threat intelligence is received from information sharing forums and sources *Adaptive (4.50)*

<<REDACTED>> has demonstrated a strong capability in leveraging cyber threat intelligence to identify risks. It has identified various information sources, including information sharing forums and credible external resources such as industry standards and Federal Bureau of Investigation (FBI) reports. <<REDACTED>> subscribes to vulnerability intelligence services and uses outside vulnerability catalogs to identify risks. It effectively uses internal incident repositories and business impact analyses (BIAs) to further identify risks. Moreover, it actively uses the information gained from intelligence services to ensure that its scanning system remains up to date with the latest vulnerabilities and regularly updates its scanning capabilities. These practices indicate a proactive approach to risk assessment and a commitment to staying informed about potential cyber threats.

Recommendations

- Actively participate in more information sharing forums and engage with industry stakeholders to gain broader insights on emerging cyber threats.
- Continuously review and update subscriptions to vulnerability intelligence services to access the most current and relevant threat information.
- Implement a process for validating the credibility and accuracy of external resources used for threat identification.

- Use automation tools and technologies to efficiently update scanning systems based on intelligence from services, ensuring effective vulnerability identification.

ID.RA-3: Threats, both internal and external, are identified and documented *Adaptive (4.10)*

<<REDACTED>> has successfully identified and documented both internal and external threats. It has identified potential threat events for each identified threat source and identified information that could be targeted by malicious actors for personal gain or to gain a competitive advantage. <<REDACTED>> conducts risk assessments of mobile devices and considers non-malicious threat sources and environmental threats when identifying threats. It has also identified potential threat actors for different types of information and systems, prioritizing them based on the likelihood of adverse impacts. <<REDACTED>> has identified information assets or systems that if destroyed or altered would have an adverse effect on business continuity. It has identified threat sources for assets at risk of fraud, theft, or sabotage, including unintentional threat sources. The results of insider risk and threat modeling are included in the enterprise risk management plan, and roles with access enabling malicious actions have been identified. However, travel-specific threats have not been enumerated and evaluated, and vulnerability tests are not being used to identify threat actors.

Recommendations

- Conduct comprehensive risk assessments for travel, especially to high-risk locations, to identify potential threats and implement appropriate mitigation strategies.
- Utilize regular vulnerability testing to uncover system weaknesses and potential threat actors, enabling proactive measures to address vulnerabilities.

ID.RA-4: Potential business impacts and likelihoods are identified *Risk Informed (2.90)*

<<REDACTED>> conducts a comprehensive risk assessment and considers various factors such as reputational and customer confidence, financial health and stability, safety and health of staff and customers, and potential security failures due to travel to high-risk countries. <<REDACTED>> has a process to prioritize vulnerability scan findings and assesses the impact of identified potential security failures. It considers staff productivity and accepts vulnerabilities that cannot be mitigated and pose operational risk. Additionally, <<REDACTED>> evaluates the likelihood and impact of events and conducts a security impact analysis when introducing new technologies. The prioritization process includes mitigating factors in <<REDACTED>> 's environment and the potential impact on sensitive and other assets.

Recommendations

- Incorporate considerations of compliance and regulatory factors into the risk identification process to address potential risks associated with non-compliance.
- Prioritize evaluating risks associated with external partnerships, focusing on the dependency of critical functions on these partnerships and vulnerabilities arising from these relationships.

ID.RA-5: Threats, vulnerabilities, likelihoods, and impacts are used to determine risk *Adaptive (4.00)*

<<REDACTED>> has a formalized threat modeling process for each potential threat source that is likely to materialize. It has conducted a risk assessment and defines the scope of operational risk management activities. <<REDACTED>> documents the likelihood of the risk being realized for each identified risk and determines the likelihood that an event will be initiated. It has identified the primary assessment approach and standardized it for all assessments. <<REDACTED>> has identified its primary analysis approach for risk

assessments and standardized it. It prioritizes potential threat sources based on the likelihood of adverse impacts and evaluates the success of an event in terms of impact on <<REDACTED>> . <<REDACTED>> calculates the risk based on the likelihood of the threat occurring and assigns an explicit risk score. It uses multiple analysis approaches to assess risk. However, <<REDACTED>> does not consider compliance and regulations when identifying risk, and does not provide security assessment results as inputs to the overall threat management framework.

Recommendations

- Include considerations of legal and regulatory requirements in the risk assessment process to proactively address potential compliance impacts.
- Utilize results from security assessments as key inputs for the overall threat management framework, aiding in the identification and mitigation of system vulnerabilities and weaknesses.

ID.RA-6: Risk responses are identified and prioritized *Repeatable (3.30)*

<<REDACTED>> has successfully identified and prioritized risk responses. It has identified the risk disposition methods and considers non-malicious threat sources and environmental threats when identifying threats. <<REDACTED>> also uses internal audits to identify risks and has identified potential threat events for each identified threat source. It documents the potential consequences and severity for each identified risk and has a process to identify residual risk after a disposition has been implemented. Risk dispositions are documented, and there is a documented process for prioritizing reported events. <<REDACTED>> 's risk and threat modeling process assigns an impact to the risks it develops, and there is a process to prioritize the findings of vulnerability scans, including mitigating factors and the evaluation of potential impact to assets. High priority vulnerabilities must be mitigated within a documented timeframe, and audits are conducted to ensure compliance. <<REDACTED>> has a way to prioritize potential threats with the same risk score and continually updates the risk repository with new risk assessment results. However, there are areas for improvement. <<REDACTED>> does not document risk scores for external dependencies, inform the enterprise risk manager of risks posed by third parties, or enter third-party risks into a risk register or unified repository. There is also no requirement for personnel traveling to high-risk locations to inform the organization.

Recommendations

- Implement a process to document and include risk scores for external dependencies in the unified risk repository.
- Ensure that risks posed by third parties are communicated to the enterprise risk manager and entered into a risk register or unified repository.
- Establish a policy requiring personnel traveling to high-risk locations to inform <<REDACTED>> , enhancing situational awareness and risk management.
- Implement routine audits to ensure adherence to the documented timeframe for mitigating high-priority vulnerabilities.
- Develop and apply a mobile-device-based risk assessment to determine the necessary level of controls and access for mobile devices, further strengthening risk assessment.

1.3.5 Risk Management Strategy (ID.RM) Repeatable (3.43)

ID.RM-1: Risk management processes are established, managed, and agreed to by organizational stakeholders *Risk Informed (2.40)*

<<REDACTED>> has established and agreed upon risk management processes. <<REDACTED>> defines the scope of operational risk management activities, risk communication methods, risk monitoring methods, and involves senior management for all "accepted" risks. <<REDACTED>> also involves individual business units in identifying information security key risk indicators and has identified the risk disposition methods that are deemed acceptable. <<REDACTED>> has identified an individual authorized to accept risk on behalf of <<REDACTED>> and has mechanisms in place to re-assess risks and review at-risk assets. Overall, <<REDACTED>> demonstrates a strong commitment to risk management and has implemented several measures to effectively mitigate risks.

Recommendations

- Actively involve relevant stakeholders in the process of managing risks associated with dependencies, ensuring comprehensive risk identification and mitigation.
- Explicitly assign responsibility and authority for managing dependency risks to specific roles or individuals, ensuring accountability and effective coordination.

ID.RM-2: Organizational risk tolerance is determined and clearly expressed *Repeatable (3.40)*

<<REDACTED>> involves senior management for all "accepted" risks, which ensures that decision-makers at the highest level are aware of and involved in the risk management process. Risk acceptance levels are quantifiable and documented, which helps provide a clear understanding of the acceptable level of risk for <<REDACTED>> . These levels are also communicated to each level of <<REDACTED>> , ensuring that everyone is aware of the risk tolerance and can make informed decisions. However, <<REDACTED>> does not define time intervals for risk monitoring activities, which could result in the lack of regular risk assessments. On the positive side, <<REDACTED>> defines time intervals for risk re-assessment activities, ensuring that risks are regularly reviewed and updated. <<REDACTED>> also defines its risk communication methods, sharing the results of all risk assessments throughout the organization. The risk management process provides feedback to relevant parties regarding the mitigation or acceptance of risks posed by authorized users. <<REDACTED>> reevaluates its risk tolerance regularly, which is crucial for adapting to evolving threats and changes in the operating environment.

Recommendations

- Establish specific time intervals for regular risk monitoring to ensure timely identification and response to new threats or changes in the risk landscape.
- Ensure the risk management process provides comprehensive feedback not only to data custodians and information security but also to other relevant parties, such as the insider threat working group, for improved risk understanding and mitigation coordination.
- Implement a mechanism for continuous monitoring and assessment of risk tolerance, allowing for prompt adjustments to the risk management strategy in response to evolving risk appetites or operating conditions.

ID.RM-3: The organization's determination of risk tolerance is informed by its role in critical infrastructure and sector specific risk analysis *Adaptive (4.50)*

<<REDACTED>> has a strong risk management strategy in place. Sector-specific threats and vulnerabilities are considered in the risk assessments, indicating a comprehensive approach to understanding the risks <<REDACTED>> faces. It has identified information sources to help identify risks and monitor sector-specific threats and vulnerabilities. This shows a proactive approach to staying informed about potential risks and taking appropriate measures to mitigate them. The fact that <<REDACTED>> also documents and updates these threats and vulnerabilities demonstrates the commitment to keeping the risk management strategy current and effective.

Recommendations

- Ensure that the sources providing sector-specific threat and vulnerability information are routinely reviewed and updated to stay informed about emerging threats and vulnerabilities.
- Regularly perform risk assessments to account for changes in the threat landscape, helping to identify new risks and reassess risk tolerance.
- Create a mechanism for sharing threat intelligence with trusted partners within the same sector, facilitating collective strengthening of risk management strategies.

1.3.6 Supply Chain Risk Management (ID.SC) Not Implemented (0.94)

ID.SC-1: Cyber supply chain risk management processes are identified, established, assessed, managed, and agreed to by organizational stakeholders *Not Implemented (0.00)*

<<REDACTED>> does not have a robust process in place for managing cyber supply chain risks. There is no involvement of stakeholders in managing dependency risks, no established risk management criteria and process for managing cybersecurity risks from external dependencies, and no identification and assessment of potential risks when forming partnerships with external parties. Additionally, there is no clear assignment of responsibility and authority for dependency risk management, no prioritization of critical functions' dependency on external partners, and no defined time interval for risk reassessment activities. However, it is positive to note that <<REDACTED>> periodically reevaluates its third-party risk assessment program.

Recommendations

- Develop a comprehensive process involving all relevant stakeholders for identifying, assessing, and managing cyber supply chain risks.
- Create and apply established criteria and processes for managing cybersecurity risks arising from external dependencies.
- Actively identify and assess potential risks associated with external partnerships, including security implications and control requirements.
- Explicitly designate responsibility and authority within <<REDACTED>> for managing dependency risks.
- Focus on the dependencies of critical functions on external partners and prioritize accordingly.
- Establish specific time intervals for conducting regular risk reassessment activities to ensure continuous monitoring and mitigation of supply chain risks.

ID.SC-2: Suppliers and third-party partners of information systems, components, and services are identified, prioritized, and assessed using a cyber supply chain risk assessment process

Not Implemented (0.00)

<<REDACTED>> does not evaluate third parties on their ability to meet defined cyber requirements, does not prioritize the dependency of organizational critical functions on the service or support of external partners, and does not conduct on-site assessments before contractual agreements with third parties. However, <<REDACTED>> does review a third party's product or services prior to granting them access to assets, maintains a list/database of all third parties, continually reviews the list to ensure it is up to date, and collects input from various business units to ensure all third-party information is included.

Recommendations

- Develop a process for evaluating third parties based on their ability to meet defined cyber requirements before granting access to <<REDACTED>> 's assets.
- Assess and prioritize how much organizational critical functions depend on external partners' services or support, ensuring risks are identified and managed effectively.
- Implement on-site security assessments of third parties before entering contractual agreements to evaluate their security practices and capabilities.
- Define minimum security standards for third-party devices, such as subcontractors or vendors, and vet these standards before allowing access to <<REDACTED>> 's systems.
- Collect and analyze metrics on third-party security awareness campaigns to continuously improve their effectiveness, ensuring adherence to <<REDACTED>> 's security requirements.
- Use feedback and lessons learned to enhance third-party awareness and training campaigns, improving overall security posture.
- Update the information security policy to mandate that risks are identified and mitigated before granting third-party vendors access to internal information security systems.

ID.SC-3: Contracts with suppliers and third-party partners are used to implement appropriate measures designed to meet the objectives of an organization's cybersecurity program and Cyber Supply Chain Risk Management Plan

Not Implemented (0.20)

<<REDACTED>> lacks several key measures in managing supply chain risks. <<REDACTED>> does not have a prompt revocation process for third-party access when it is no longer required, which poses a potential security risk if access is not terminated in a timely manner. <<REDACTED>> does not define a minimum level of cybersecurity requirements for suppliers and external entities and does not conduct threat modeling on new technologies and software. This lack of cybersecurity requirements and threat modeling increases the vulnerability of <<REDACTED>> 's supply chain to potential cyber threats. Furthermore, <<REDACTED>> 's standard contracts and terms do not include responsibilities as to how legal requirements are met, such as data protection legislation and personally identifiable information (PII) laws. This omission puts <<REDACTED>> at risk of non-compliance with legal and regulatory obligations.

Recommendations

- Develop and enforce a process for prompt revocation of third-party access when no longer required.
- Establish a set of minimum cybersecurity requirements for all suppliers and external entities, covering secure software development, data protection, and incident response.

- Perform threat modeling exercises on new technologies and software to identify security risks and vulnerabilities.
- Update standard contracts and terms to include responsibilities for meeting legal requirements, such as data protection legislation and PII laws.
- Mandate suppliers and external entities notify <<REDACTED>> of any cybersecurity incidents and implement ongoing monitoring requirements.
- Place equal emphasis on prevention and incident response strategies in contracts with partners.
- Include clauses in contracts requiring breach notification within a specified timeframe (e.g., three to seven days) after breach recognition.
- Include controls in agreements to ensure asset protection and the return or destruction of information and assets at agreement termination or specified points.
- Define information security requirements for supplier dependencies based on established risk criteria and include maintenance clauses where relevant.
- Ensure contracts with cloud service providers require background investigations commensurate with <<REDACTED>> 's own standards.
- Incorporate restrictions on copying and disclosing information and the use of confidentiality agreements in third-party security agreements.

ID.SC-4: Suppliers and third-party partners are routinely assessed using audits, test results, or other forms of evaluations to confirm they are meeting their contractual obligations

Not Implemented (0.00)

<<REDACTED>> does not conduct assessments on the security conditions of its third parties. There is also no evidence that <<REDACTED>> holds the right to conduct audits or requires security questionnaires or assessments to be completed by external partners. There is no documentation detailing how <<REDACTED>> selects, assesses, and oversees third parties, including monitoring their compliance with contractual obligations. <<REDACTED>> does not have the ability to conduct security audits on external partners with less than 30 days' notice, and there are no established remedial actions for third parties when security weaknesses are identified. There is no evidence of acceptance testing of cybersecurity requirements on procured assets.

Recommendations

- Implement a process for routine assessments of third-party security conditions, including audits, test results, or other evaluations.
- Incorporate clauses in contracts allowing <<REDACTED>> to conduct security audits on third-party systems and networks without advance notice.
- Require external partners to complete comprehensive security questionnaires or assessments before granting access to systems or data.
- Create detailed documentation outlining the process for selecting, assessing, and overseeing third parties, including how their compliance with contractual obligations will be monitored.
- Implement a process for addressing security weaknesses in third-party systems, including mandatory remedial actions and support for improvement.
- Perform acceptance testing on new assets to ensure they meet cybersecurity requirements and do not introduce vulnerabilities.

ID.SC-5: Response and recovery planning and testing are conducted with suppliers and third-party providers *Adaptive (4.50)*

<<REDACTED>> has identified and documented a list of external entities necessary for disaster recovery. This is crucial for supply chain risk management as it allows <<REDACTED>> to understand the dependencies on suppliers and third-party providers in the event of a disaster. By having this list, <<REDACTED>> can develop response and recovery plans that consider the involvement of these external entities. This is particularly relevant to the mission of a 9-1-1 center as any disruption in the supply chain could potentially impact the ability to respond effectively to emergencies. It is commendable that <<REDACTED>> has taken this step to ensure that it is prepared for any potential supply chain risks.

Recommendations

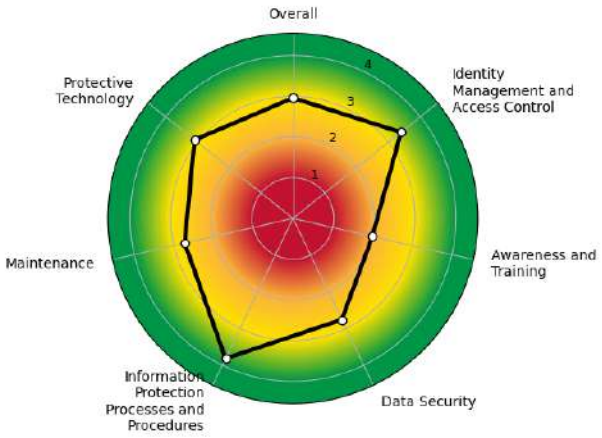
- Continuously update the list of external entities involved in disaster recovery to reflect any changes in the supply chain and ensure accurate response and recovery plans.
- Set up well-defined communication channels and protocols with suppliers and third-party providers for effective coordination during a disaster.
- Perform regular testing and exercises with suppliers and third-party providers to validate the effectiveness of response and recovery plans and identify areas for improvement.

2 Protect

Risk Informed **2.94**

Develop and implement appropriate safeguards to ensure delivery of critical services.

The Protect Function supports the ability to limit or contain the impact of a potential cybersecurity event.[3]



2.1 Category Scores

Identity Management and Access Control	*Repeatable (3.36)*
Awareness and Training	*Partial (1.98)*
Data Security	*Risk Informed (2.73)*
Information Protection Processes and Procedures	*Repeatable (3.78)*
Maintenance	*Risk Informed (2.70)*
Protective Technology	*Repeatable (3.06)*

2.2 Top 5 Opportunities for Improvement

The following items are those that would have the greatest impact on the overall score. The number in parentheses shows the expected change in the Protect function's score if corrected.

1. The access provisioning process does not provide a written statement of responsibilities to executives. (+0.09)
2. The remote administration of servers, workstations, network devices, and similar equipment is not conducted over secure channels. (+0.071)
3. <<REDACTED>> does not monitor remote maintenance. (+0.058)
4. Wireless capabilities are not disabled (at the hardware level) on endpoints that do not require wireless access. (+0.053)
5. The third-party relationship agreement does not enforce controls to ensure the return or destruction of information and assets at the end of or at an agreed point in time during the agreement. (+0.05)

[3] Framework for Improving Critical Infrastructure Cybersecurity, Version 1.1 (nist.gov)

2.3 Detailed Results

2.3.1 Identity Management and Access Control (PR.AC) Repeatable (3.36)

PR.AC-1: Identities and credentials are issued, managed, verified, revoked, and audited for authorized devices, users, and processes *Adaptive (4.00)*

<<REDACTED>> has implemented several measures to protect identities and credentials. It has an access control policy that covers permitted access methods and the control and use of unique identifiers such as identifications (IDs) and passwords. The policy includes an authorization process for user access and privileges, and it mandates the use of strong passwords. Users are instructed not to share or give out their passwords, and there is a defined process for account creation. <<REDACTED>> also monitors accounts for dormant ones and identifies account managers when granting access to a third party. It maintains a list of authorized third-party individuals and has a customer authorization process in place. Users are required to sign statements to keep personal and group passwords confidential, and are provided with secure temporary passwords that they must change immediately. Password change requests generate an auditable ticket trail, and <<REDACTED>> provides training on the construction of strong passwords. Accounts are clearly grouped, and there is a process to deprovision access for employees who change positions or projects. <<REDACTED>> also reviews system accounts regularly, changes all default passwords to complex ones, and configures endpoints to screen lock after a period of inactivity. All accounts are set to lock if a certain number of failed login attempts occur, and there are audit processes in place to decide if dormant accounts should be disabled. <<REDACTED>> conducts audits of hashed passwords, associates elevated access with the identified user, and generates records of corrective actions taken to correct inconsistencies in roles. There are checklists and processes in place to ensure that accounts and shared account passwords are terminated or changed upon employee termination. <<REDACTED>> also limits external device access, provisions some accounts with expiration dates, and regularly monitors account use and access rights. However, there are some areas for improvement. <<REDACTED>> should establish a process to correct inconsistencies in roles discovered during reviews and deploy Network Level Authentication via 802.1x on its wired, private wireless, and guest wireless networks. Additionally, <<REDACTED>> should use the inventory of hardware assets to determine device authorization and regularly verify the accessibility of authentication files.

Recommendations

- Implement a procedure to address inconsistencies in roles identified during reviews, ensuring access rights are accurately aligned with user roles and responsibilities.
- Implement Network Level Authentication using 802.1x on wired, private wireless, and guest wireless networks to strengthen network access control.
- Leverage the inventory of hardware assets to determine device authorization, preventing unauthorized devices from accessing the network.
- Ensure authentication files are regularly checked for accessibility and restrict access to administrative or root level, safeguarding the integrity and confidentiality of these files.

PR.AC-2: Physical access to assets is managed and protected *Repeatable (3.70)*

<<REDACTED>> has implemented a robust set of physical access controls to manage and protect its assets. <<REDACTED>> requires retired devices to be wiped, has security alarms in place for perimeter security systems, and ensures that the building is locked at the end of each business day. Employees ingress and egress from restricted areas through controlled entrances and exits only. Security personnel are positioned to

monitor main entry points into the building, and closed-circuit television (CCTV)/digital video recorder (DVR) cameras are positioned at all entry/exit points. <<REDACTED>> maintains a visitor log that records the purpose of the visit and the visitor's organization. <<REDACTED>> has fire suppression systems in its data processing facility and conducts routine checks of camera and alarm functionality.

Recommendations

- Establish a secure area specifically for physical backup media to protect sensitive data from unauthorized access.
- Ensure that visitors are not allowed in restricted areas without escorts to prevent unauthorized access to sensitive information.
- Implement checks to verify that desks and whiteboards are clear of sensitive information at the end of each business day.
- Create an access control policy that clearly outlines authorized access areas and includes procedures for remote wiping of devices if lost, stolen, or in untrusted hands.
- Conduct regular training sessions for all employees on security-related issues, including physical access control.
- Ensure that security personnel receive at least semi-annual training to stay updated on best practices in physical security.
- Include an access control policy in third-party security agreements to ensure external service providers adhere to the same level of physical security.
- Set up endpoints to automatically lock after a period of inactivity as an additional security measure.
- Conduct periodic reviews to ensure all security sensors and systems are functioning correctly and are up to date.
- Issue "burner" devices that are sanitized of sensitive information for employees traveling to high-risk areas.
- Configure devices to automatically wipe data after a certain number of incorrect authentication attempts.
- Require visitors to return badges when leaving the building and to re-process through registration upon return.
- Ensure all access to the physical backup media secure perimeter is trackable and attributable.
- Set up mobile devices to automatically lock after being idle for a specified period (e.g., 5 minutes).

PR.AC-3: Remote access is managed — *Partial (1.80)*

<<REDACTED>> has implemented several measures to manage remote access and ensure the security of data communications. All remote access methods are managed and accounted for, and users are authorized for remote access on an as-needed, least-privileged basis. <<REDACTED>> strongly encrypts all data communications between mobile devices and uses VPN or other secure protocols and encryption. Remote access users are required to use two-factor authentication, and multi-factor authentication is mandated for remote connections. Upon termination, there is a checklist or process in place to ensure that remote access tokens are collected or disabled. Inactive remote sessions are configured to shut down after a defined period of inactivity, and <<REDACTED>> has the capability to terminate all connections from a specific mobile device.

There are some areas that need improvement. Remote access users and groups are not monitored for changes, which could potentially lead to unauthorized access if permissions are modified without detection. The remote administration of servers, workstations, network devices, and similar equipment is not conducted over secure channels, which increases the risk of interception or unauthorized access. Additionally, the use of split-tunneled VPN connections is not forbidden by policy, which can introduce vulnerabilities by allowing simultaneous access to both <<REDACTED>> 's network and the public internet.

Recommendations

- Implement a system to log and alert on changes to remote access permissions, with regular log reviews to detect unauthorized modifications.
- Ensure that all remote administration of servers, workstations, network devices, and similar equipment is conducted over secure channels, such as encrypted VPN connections.
- Explicitly forbid the use of split-tunneled VPN connections in policy to prevent vulnerabilities associated with simultaneous access to <<REDACTED>> 's network and the public internet.
- Implement additional monitoring and log review processes specifically for privileged remote access activities to ensure heightened security and oversight.

PR.AC-4: Access permissions and authorizations are managed, incorporating the principles of least privilege and separation of duties *Repeatable (3.40)*

<<REDACTED>> has implemented strong access management and authorization practices. Access to critical or high-value assets is based on the principle of least privilege, ensuring that users only have the necessary access privileges to perform their tasks. <<REDACTED>> follows a defined process for access provisioning, and there is documentation governing the review process. Inappropriate or inconsistent privileges are corrected when found, and there is a documented process for correcting such privileges. <<REDACTED>> also mandates the separation of duties for critical processes and has a record of user access privileges. There are areas for improvement. <<REDACTED>> should conduct semi-annual reviews of authorizations for privileged access rights and forbid administrators from using their administrative accounts for non-administrative purposes. Additionally, <<REDACTED>> should consider blocking access to known file transfer and web-based email websites.

Recommendations

- Implement regular, semi-annual reviews of authorizations for privileged access rights to ensure appropriate and secure access.
- Strictly forbid administrators from using their administrative accounts for non-administrative tasks, such as email, document composition, or internet browsing.
- Implement measures to block access to known file transfer and web-based email websites to reduce risks of data exfiltration and malware infections.
- Implement policies to deny access to uncategorized websites as a precaution against accessing potentially harmful or unsecured sites.
- Apply uniform resource locator (URL) filtering on all systems, irrespective of their physical location, to control and secure web access.
- Implement allow lists to limit system access exclusively to trusted sites, enhancing security and reducing exposure to risky web content.

- Use automated tools to maintain an inventory of all administrative accounts across various systems such as networks, servers, and endpoints.
- Ensure that user access rights are reviewed at least semi-annually to maintain alignment with the least privilege and separation of duties principles.
- Provide regular training and awareness programs to educate employees about the importance of adhering to access control policies and procedures.

PR.AC-5: Network integrity is protected (e.g., network segregation, network segmentation)

Adaptive (4.00)

It appears that the network integrity of <<REDACTED>> is well protected. Untrusted devices are confined to a separate segment or virtual local area network (VLAN) and isolated from the private network. The network is also segmented based on the sensitivity of the information stored on each segment, with access to high sensitivity segments limited to only those users and services that require access. <<REDACTED>> denies connections from any device that is not registered and documented, ensuring that only authorized devices can connect. Critical services are run on separate, dedicated machines, and firewalls or access control lists (ACLs) limit access between segments with differing levels of sensitivity. Private VLANs are utilized to restrict direct communication between devices on segmented networks, both for workstation networks and others. <<REDACTED>> also ensures that authorized configurations and security profiles are used for wireless devices connecting to the non-guest network, and internet access from the untrusted segment/VLAN goes through the same border filtering as enterprise traffic. The only area for improvement is that all communication of sensitive information over less-trusted networks or segments should be encrypted.

Recommendations

- Encrypt all communication of sensitive information over less-trusted networks or segments to protect data even in the event of interception.
- Perform ongoing monitoring and auditing to detect unauthorized access attempts or anomalies within segmented networks.
- Continue the practice of moving servers visible from the internet or untrusted networks to the internal network and assigning them private addresses, reducing the attack surface and potential exposure.

PR.AC-6: Identities are proofed and bound to credentials and asserted in interactions

Repeatable (3.50)

<<REDACTED>> has a well-defined process for account creation and a mechanism for notifying the responsible party when a user's roles have changed or expired. This ensures that identities are properly managed, and credentials are asserted in interactions. <<REDACTED>> has a formal process to deprovision identities when roles change or expire, preventing unauthorized access. The organization takes measures to prevent the passing of credentials between individuals within third parties, such as badge flipping. The use of additional authentication through mobile device management and the requirement for domain authentication services before accessing organization resources further enhance identity management and access control.

Recommendations

- Implement client certificates for Network Level Authentication on private networks to provide an additional layer of authentication and secure access.

- Evaluate and integrate domain authentication services with the mobile device management system to strengthen authentication processes.
- Introduce network-based or token-based authentication methods for accessing organization resources through mobile device management, enhancing security against unauthorized access.
- Develop a system to clearly associate and document the justification for and type of elevated access granted to users, ensuring accountability and appropriate use of elevated privileges.

PR.AC-7: Users, devices, and other assets are authenticated (e.g., single-factor, multi-factor) commensurate with the risk of the transaction (e.g., individuals' security and privacy risks and other organizational risks) *Repeatable (3.10)*

<<REDACTED>> has implemented several measures to authenticate users, devices, and other assets commensurate with the risk of the transaction. ACLs enforce the principle of least privilege and need to know for information of different sensitivity levels. All account access uses a centralized point of authentication, such as Lightweight Directory Access Protocol (LDAP) or Active Directory (AD). Network and security devices also use centralized authentication. Privileged users or administrators use different accounts for privileged activity. Where multi-factor authentication is not supported, administrative accounts are required to use passwords of increased complexity and length. <<REDACTED>> 's password policy is enforced on mobile devices. All wireless connections use at least W-Fi Protected Access 2 (WPA2) with Advanced Encryption Standard (AES). Additional authentication is required for sensitive data access. Administrative access requires two-factor authentication. Each wireless device that connects to the non-guest network must use an authorized configuration and security profile. Remote accounts are tied into the centralized authentication system and mandate multi-factor authentication. However, domain administrative access, administrative access to sensitive or critical systems, and enterprise wireless networks using authentication protocols that provide credential protection and mutual authentication (EAP-TLS[4]) do not require two-factor authentication. Additionally, <<REDACTED>> does not ensure that sensitive or critical data on mobile devices going into unsafe locations are further authenticated using two-factor or certificate-based methods.

Recommendations

- Require two-factor authentication for domain administrative access and administrative access to sensitive or critical systems to add an extra layer of security.
- Ensure enterprise wireless networks use authentication protocols like EAP-TLS, providing credential protection and mutual authentication.
- Implement two-factor or certificate-based authentication for sensitive or critical data on mobile devices, especially when used in unsafe locations.
- Continuously review and update password policies to align with industry best practices, including requirements for complexity, length, and periodic changes.
- Apply multi-factor authentication for all remote connections, regardless of whether certificates are tied to users and devices, to enhance remote access security.
- Implement additional authentication measures for accessing all sensitive data to ensure robust protection against unauthorized access.

[4] Extensible Authentication Protocol – Transport Layer Security

2.3.2 Awareness and Training (PR.AT) Partial (1.98)

PR.AT-1: All users are informed and trained *Risk Informed (2.70)*

<<REDACTED>> has a robust training and awareness program in place for all employees. Policies regarding employee obligations and information protection responsibilities are clearly documented and communicated to employees. Organizational policies are easily accessible, and training for security-related issues has been provided to all employees. <<REDACTED>> mandates the creation of regular information security awareness campaigns and conducts them regularly. Records of all information security awareness campaign activities are kept, and <<REDACTED>> establishes a baseline for judging effectiveness prior to the campaigns. <<REDACTED>> also reviews records and feedback to assess the effectiveness of these campaigns. However, there is no specific mobile device security awareness training provided to all employees, and this could be a potential gap in the overall training program.

Recommendations

- Require all employees who use mobile devices for accessing, processing, or storing sensitive or critical data to undergo specific training on mobile device security.
- Offer training for employees using managed devices, including both organizational and bring-your-own-device (BYOD) devices, to ensure awareness of security measures and responsibilities.
- Create targeted training programs to address any skills gaps identified in the gap analysis, especially related to mobile device security.
- Provide focused training for employees who do not pass awareness exercises, ensuring comprehension and adherence to security best practices.
- Continuously adapt and update the training program to include current information security threats and critical issues.
- Actively seek and incorporate employee feedback to assess the effectiveness of campaigns and training, using this input for continuous improvement.
- Regularly assess the overall effectiveness of the information security training program by reviewing records and feedback from training sessions and awareness campaigns.

PR.AT-2: Privileged users understand their roles and responsibilities *Repeatable (3.20)*

<<REDACTED>> has a strong focus on ensuring that privileged users understand their roles and responsibilities. The access provisioning process includes providing a written statement of responsibilities to privileged users, which helps to clearly define their duties and expectations. <<REDACTED>> also performs a gap analysis to identify any information security skills that employees may lack and performs security skill assessments for mission-critical roles to identify and address any skill gaps. <<REDACTED>> documents training requirements related to information security activities across all business units and develops information security awareness materials that incorporate the unique requirements of each business unit. However, <<REDACTED>> does not develop unique training materials based on the individual information security needs of each business unit, which could be beneficial in further enhancing the effectiveness of the training program. Overall, <<REDACTED>> seems to have a solid foundation in ensuring that privileged users understand their roles and responsibilities, but there is room for improvement in tailoring training materials to individual business unit needs.

Recommendations

- Create training materials tailored to the specific information security needs of each business unit, ensuring relevance and effectiveness.
- Use practical, real-world examples in training exercises to measure skill proficiency for employees in mission-critical roles.
- Maintain the practice of documenting training requirements for all business units, ensuring comprehensive coverage of information security needs.
- Continue creating information security awareness materials that address the unique requirements of each business unit, enhancing targeted learning and awareness.

PR.AT-3: Third-party stakeholders (e.g., suppliers, customers, partners) understand their roles and responsibilities *Not Implemented (0.00)*

<<REDACTED>> does not have a robust process in place to ensure that third-party stakeholders, such as suppliers, customers, and partners, understand their roles and responsibilities when it comes to information security. The access provisioning process does not provide a written statement of responsibilities to external users, and there is no requirement for employees of external dependencies who access the system to undergo information security training. However, it is positive to note that <<REDACTED>> requires notification and verification by the account manager when third-party conditions change.

Recommendations

- Include a written statement outlining roles and responsibilities in the access provisioning process for external stakeholders.
- Require all employees of external dependencies who access <<REDACTED>> 's systems to complete information security training, covering their specific security responsibilities and requirements.
- Maintain the practice of requiring notification and verification by the account manager when conditions related to third-party access change.
- Implement ongoing communication and training sessions with third-party stakeholders to foster a culture of security awareness and responsibility.

PR.AT-4: Senior executives understand their roles and responsibilities *Not Implemented (0.00)*

<<REDACTED>> has some measures in place to ensure that senior executives understand their roles and responsibilities regarding information security. <<REDACTED>> conducts information security awareness campaigns and training at the <<REDACTED>> level, which helps in creating a culture of security awareness. <<REDACTED>> also notifies new executives and privileged users of their roles and responsibilities, which is crucial for them to understand their obligations in protecting sensitive information. However, there are some areas that need improvement. The access provisioning process does not provide a written statement of responsibilities to executives, which could be beneficial to clearly communicate their information security obligations. Additionally, mobile device security training is not provided to C-suite executives, which is important considering the sensitive nature of their roles and the potential risks associated with mobile devices. Offering executive-specific information security awareness and training would also be beneficial to ensure that executives are equipped with the necessary knowledge and skills to make informed decisions regarding information security.

Recommendations

- Include a written statement outlining information security responsibilities in the access provisioning process for executives, clearly communicating their obligations and accountability.
- Implement mobile device security training specifically designed for C-suite executives, covering secure usage, potential risks, and best practices for handling sensitive information.
- Develop and conduct information security training programs tailored to the unique needs and challenges of senior executives, ensuring they have the necessary knowledge and skills for informed decision-making.
- Continuously conduct awareness campaigns and training to maintain a culture of security awareness, including regular updates and reinforcement for senior executives.

PR.AT-5: Physical and cybersecurity personnel understand their roles and responsibilities Adaptive (4.00)

<<REDACTED>> has a strong understanding of the roles and responsibilities of both physical and cybersecurity personnel. <<REDACTED>> has a clear chain of command from the role overseeing security-related functions to executive leadership, ensuring accountability and effective communication. <<REDACTED>> also subscribes to vulnerability intelligence services and utilizes the information gained from these services to ensure its scanning system is up to date with the latest vulnerabilities. <<REDACTED>> has a formalized insider threat program, with a legal framework approved by legal counsel and representatives from human resources, legal, security, management, and information security/information assurance (IS/IA). The insider threat team meets regularly to review policies and processes and conducts post-incident after-action reviews to further refine processes. <<REDACTED>> updates their scanning capabilities regularly based on the information gained from intelligence services. However, the team does not currently review logged incidents, including those in SIEM logs, physical security logs, and workplace incident reports.

Recommendations

- Begin reviewing all logged incidents, including those in SIEM logs, physical security logs, and workplace incident reports, to gain insights into potential threats and vulnerabilities.
- Conduct regular reviews of these logs to identify any patterns or trends that may indicate systemic issues requiring attention.
- Ensure that <<REDACTED>> receives vulnerability intelligence at least once a month to stay updated on the latest threats and vulnerabilities.
- Use the information from vulnerability intelligence services to regularly update scanning capabilities, ensuring that systems are protected against current threat.

2.3.3 Data Security (PR.DS) Risk Informed (2.73)

PR.DS-1: Data-at-rest is protected Risk Informed (2.20)

<<REDACTED>> has implemented several measures to protect data-at-rest. <<REDACTED>> requires devices to be wiped before issuing or reissuing them to another user and also ensures that retired devices are wiped. <<REDACTED>> strongly encrypts all organizational data on mobile devices and removable media, as well as backup media. The backup media is physically secured, and backups are encrypted to storage area network (SAN) or other disk-based systems. However, there are some areas for improvement.

<<REDACTED>> does not encrypt all sensitive data-at-rest in the network, remote or cloud-based backups are not encrypted, and approved hard-drive encryption software is not deployed to mobile devices and systems holding sensitive data. Additionally, systems housing archived or not regularly accessed data are not removed from the network, and the decryption of sensitive information at rest on the network does not require a separate authentication method from the operating system.

Recommendations

- Implement comprehensive encryption for all sensitive data stored within the network to secure it against unauthorized access.
- Ensure that all backups stored remotely or in the cloud are encrypted to maintain data security in third-party storage environments.
- Use approved encryption software on mobile devices and systems that hold sensitive data to safeguard the data in case of device loss or theft.
- Remove or isolate systems containing archived or infrequently accessed data from the network to reduce the risk of exposure.
- Require a distinct authentication method, separate from the operating system login, for decrypting sensitive information at rest on the network.

PR.DS-2: Data-in-transit is protected *Repeatable (3.80)*

<<REDACTED>> has implemented several measures to protect data-in-transit. All wireless communication uses at least WPA2 with AES encryption, ensuring that unauthorized individuals cannot intercept and access the data being transmitted over wireless networks. Additionally, all business-oriented communication over the internet is encrypted, further securing sensitive information from potential threats. <<REDACTED>> also ensures that all account usernames and authentication credentials are transmitted using encrypted channels, adding an extra layer of protection against unauthorized access. All backups are encrypted when moved across the network, safeguarding the data from being compromised during transit. <<REDACTED>> also strongly encrypts all data communications between mobile devices and <<REDACTED>> either through VPN or other secure protocols and encryption methods. However, it is worth noting that <<REDACTED>> does not currently use authentication protocols that provide credential protection and mutual authentication (EAP-TLS) for enterprise wireless networks. This could potentially introduce a vulnerability in the network, allowing unauthorized individuals to gain access to the wireless network and potentially compromise the data-in-transit.

Recommendations

- Deploy EAP-TLS on enterprise wireless networks to ensure credential protection and mutual authentication, enhancing network security.
- Continuously evaluate and update encryption protocols and methods to align with current industry best practices and emerging security standards.
- Implement a routine schedule for security assessments and penetration testing to identify and address potential vulnerabilities in data transmission.
- Establish ongoing training and awareness programs focused on data security and the proper handling of sensitive information, emphasizing the importance of protecting data-in-transit.

PR.DS-3: Assets are formally managed throughout removal, transfers, and disposition

Repeatable (3.40)

The asset owner or custodian ensures that assets are properly managed throughout their lifecycle. <<REDACTED>> inventories assets, appropriately classifies them, and determines the level of protection required based on sensitivity or criticality. <<REDACTED>> has defined the acceptable use of assets and has communicated it to employees. There is a change control process to validate and approve new devices, and records are kept of all equipment that is off premises. Spot checks are conducted to ensure no equipment is removed without authorization, and there is a response process established if the time limit for off-site equipment is exceeded. <<REDACTED>> maintains an inventory of media slated for destruction and re-use, and the necessary steps for data destruction are noted on the inventory tracker. A regular audit process is in place to ensure that all necessary steps for data destruction are carried out. However, <<REDACTED>> lacks protocols for data protection during mergers and acquisitions.

Recommendations

- Develop comprehensive procedures for managing and safeguarding data during mergers and acquisitions, including thorough cybersecurity due diligence.
- Include specific provisions in agreements with third parties to enforce the return or secure destruction of information and assets at the conclusion of the agreement.
- Conduct regular training sessions for employees involved in mergers, acquisitions, or other transitions, emphasizing their roles in data protection.
- Consult with cybersecurity experts to guide and advise on best practices for data security during mergers and acquisitions.
- Adopt heightened security protocols specifically tailored for the period of mergers and acquisitions, focusing on protecting sensitive documents and data.
- Maintain a routine audit process to verify adherence to data destruction and asset disposition protocols.
- Continuously review and update asset management policies and procedures to align with evolving cybersecurity best practices and organizational changes.

PR.DS-4: Adequate capacity to ensure availability is maintained

Not Evaluated

<<REDACTED>> has implemented measures to protect the data security and ensure the availability of critical systems. It has a robust backup and disaster recovery plan, which includes regular backups of the data and a secondary off-site location to store the backups. Additionally, <<REDACTED>> has implemented redundant power supplies and network connections to ensure continuous availability of the systems. <<REDACTED>> conducts regular testing of the backup and recovery processes to ensure their effectiveness. Overall, <<REDACTED>> has taken adequate measures to ensure the availability of critical systems and protect the data security, which is crucial for the smooth operation of the 9-1-1 center.

PR.DS-5: Protections against data leaks are implemented

Partial (1.20)

<<REDACTED>> has implemented several protections against data leaks. Policies and practices are in place to restrict the information that employees can place in cloud service applications, retired devices are wiped before being reissued, and cloud service applications are limited to a list of allowed applications. <<REDACTED>> also takes measures to prevent data from being written to universal serial bus (USB) tokens or hard drives and ensures that mobile devices are secured through the implementation of mobile device

management policies before accessing internal data. <<REDACTED>> ensures that automatic public backup services only back up appropriate data and requires devices to be wiped before issuing them to another user. However, there are areas where improvements can be made. <<REDACTED>> does not currently control the value and sensitivity of information accessible to external parties; monitor the use of printers, copiers, scanners, and fax machines; or review audit logs from these devices to detect anomalies or appropriate usage. <<REDACTED>> does not block access to known file transfer websites or web-based email websites and does not require devices to be remotely wiped if lost or stolen. <<REDACTED>> does not configure devices to wipe themselves after a certain number of incorrect authentication attempts or use enterprise software to automatically encrypt data on specific USB devices. <<REDACTED>> does not have controls in place to manage who from an external party handles information or prevent the sharing of organizational information by external parties. <<REDACTED>> does not use data loss prevention (DLP) tools for third-party users, have practices in place for the managed removal of sensitive information from systems, or scan outbound media and communications for sensitive information.

Recommendations

- Enforce policies limiting the information employees can upload to cloud applications, ensuring sensitive data isn't exposed.
- Implement procedures for wiping retired devices before reissuance to prevent data access by unauthorized users.
- Keep a list of allowed cloud applications to control where data can be stored and accessed.
- Configure systems to block data transfer to USB drives or hard drives if not needed for business purposes.
- Use mobile device management to enforce security policies on mobile devices before allowing access to internal data.
- Ensure automatic public backup services only store appropriate data, reducing the risk of sensitive information exposure.
- Implement policies to manage the value and sensitivity of information accessible to external parties, reducing data exposure risks.
- Set up monitoring for printers, copiers, scanners, and fax machines, and review audit logs to detect misuse or anomalies.
- Prohibit access to known file transfer and web-based email sites to prevent unauthorized data transfers.
- Require devices to be remotely wiped if lost, stolen, or compromised to protect stored data.
- Configure devices to automatically wipe after multiple failed authentication attempts for additional security.
- Use enterprise software to encrypt data on specific USB devices to protect data in case of loss or theft.
- Set controls to manage external parties' access to and handling of organizational information, including contractual agreements and regular audits.
- Implement DLP tools for monitoring third-party users to prevent unauthorized data transfers.
- Create practices for controlled removal of sensitive information from systems, including secure deletion methods.

- Implement scanning of outbound media and communications for sensitive data to prevent unauthorized transfers.

PR.DS-6: Integrity checking mechanisms are used to verify software, firmware, and information integrity *Partial (1.30)*

<<REDACTED>> has some measures in place to ensure data integrity. It deploys an automated configuration monitoring system that detects new listening ports, new administrative users, new services, and changes to group and local policy. <<REDACTED>> also implements application allow-listing controls on endpoints and servers. <<REDACTED>> has implemented sender policy framework (SPF) records in Domain Name System (DNS) and enabled receiver-side verification in mail servers. It regularly verifies that all authentication files are encrypted or hashed with appropriate strength.

Recommendations

- Implement these tools on both endpoints and servers to detect unauthorized alterations of critical system files, including sensitive system and application executables, libraries, and configurations.
- Ensure that the remote administration of servers, workstations, network devices, and similar equipment is conducted over secure channels, using encrypted protocols like Secure Shell (SSH) or VPNs.
- Configure the automated configuration monitoring system to send real-time alerts to security personnel or a security operations center when changes are detected.
- Deploy network access control (NAC) to limit network connections based on machine configuration and patch level, enhancing security policies enforcement.
- Utilize integrity checking tools that monitor and alert upon detected suspicious system alterations, such as owner/permission changes on files/directories, and the introduction of files into key system areas.
- Ensure that deployed integrity checking tools can differentiate between routine system changes and unexpected alterations, facilitating accurate threat detection.
- Deploy automated tools to monitor and detect changes to network device configurations for improved network security management.

PR.DS-7: The development and testing environment(s) are separate from the production environment *Adaptive (4.50)*

<<REDACTED>> has a good practice in place for the development and testing environment. It has a segregated test environment where release builds are tested before deployment, which ensures that any issues or vulnerabilities can be identified and addressed before they impact the production environment. <<REDACTED>> also tests all operating system patches in a controlled environment before deploying them. This is crucial as it allows for testing compatibility and potential conflicts with existing systems or applications. These practices demonstrate a proactive approach to data security and protection, which is essential for an organization handling sensitive emergency information.

Recommendations

- Implement robust authentication mechanisms, like multi-factor authentication, and regularly review and update access privileges to ensure only authorized personnel access the development and testing environment.
- Consistently update and apply security patches in the test environment to address known vulnerabilities and maintain security.
- Perform frequent reviews of security configurations in the test environment, ensuring alignment with industry best practices and <<REDACTED>> 's security policies.

PR.DS-8: Integrity checking mechanisms are used to verify hardware integrity *Not Evaluated*

<<REDACTED>> is not using Integrity checking mechanisms to verify hardware integrity. This means that there are no measures in place to ensure that the network hardware components have not been tampered with or compromised. This is concerning because any unauthorized modifications to the hardware could result in the compromise of critical data and services, potentially impacting the ability of the 9-1-1 center to effectively respond to emergency situations. It is crucial for <<REDACTED>> to implement integrity checking mechanisms to safeguard the integrity of its hardware and ensure the reliability and security of its operations.

2.3.4 Information Protection Processes and Procedures (PR.IP) Repeatable (3.78)

PR.IP-1: A baseline configuration of information technology/industrial control systems is created and maintained incorporating security principles (e.g., concept of least functionality) *Risk Informed (2.50)*

<<REDACTED>> has a method for identifying baseline configurations and has a standard secure configuration for all its unique operating systems and software applications. <<REDACTED>> limits the ability to run web browsers and email clients that it does not explicitly support and maintain and ensures that they are patched as new versions are released. <<REDACTED>> also keeps all services up to date and uninstalls unnecessary components from the system. However, <<REDACTED>> does not explicitly uninstall or disable unnecessary or unauthorized plugins or add-on applications for web browsers and email clients. <<REDACTED>> has access controls in place to ensure that only authorized staff can make changes to configuration items and documents pre-change configurations for rollback purposes. <<REDACTED>> reconciles installed software of devices to the list of authorized software and uses industry standard guidelines to create secure configurations. <<REDACTED>> creates standardized hardened images for endpoints and servers, stores them securely, and monitors them with integrity checking tools. <<REDACTED>> blocks email attachments based on specific file types unneeded for its operations and compares the configurations of switches, routers, and firewalls against the documented secure configuration. <<REDACTED>> ensures that each wireless device connecting to the non-guest network uses an authorized configuration and security profile. However, <<REDACTED>> does not allow-list domains for allowed plugins and does not disable scripting languages for email clients, ActiveX for everyday use web browsers, JavaScript for day-to-day use web browsers, or email previews/displays for file types that may contain malicious scripting. <<REDACTED>> reviews services needed for operations quarterly via a change control group. <<REDACTED>> does not deploy two different browser configurations for different use cases.

Recommendations

- Explicitly uninstall or disable unnecessary or unauthorized plugins or add-on applications for all allowed web browsers and email clients.

- Authorize specific domains where plugins are allowed to operate to control and limit potential risks associated with plugins.
- Disable scripting languages for email clients, ActiveX for everyday use web browsers, JavaScript for day-to-day use web browsers, and email previews/displays for file types that may contain malicious scripting.
- Implement two different browser configurations—one safe configuration for day-to-day use and another that allows more functionality for specific use cases.

PR.IP-2: A System Development Life Cycle to manage systems is implemented *Adaptive (4.50)*

<<REDACTED>> has implemented a system development life cycle (SDLC) to manage its systems, which aligns with the NIST CSF Protect function, Information Protection Processes and Procedures category, A System Development Life Cycle subcategory to manage systems. <<REDACTED>> has a robust patch management process for network devices, including network infrastructure devices such as routers, switches, and concentrators. These devices are patched on a schedule, when tested and appropriate. Security updates for network security devices like firewalls and intrusion protection system (IPS)/IDS are installed promptly when deemed appropriate. The images used by <<REDACTED>> are regularly updated to incorporate patches and new versions of the operating system and installed applications. The creation and update of the standard, secure image are both part of a formal change control process.

Recommendations

- Continue to prioritize and enforce the patch management process for all network devices, ensuring they are regularly updated with the latest patches and security updates to protect against known vulnerabilities.
- Ensure that the process for creating and updating standard, secure images is consistently followed and integrated into the formal change control process, maintaining a secure baseline configuration for devices.
- Conduct regular monitoring and auditing of both the patch management process and the image update process to ensure their effectiveness and to identify and address any potential gaps promptly.
- Properly deploy and utilize the features available in Microsoft E3 licenses, such as advanced security and compliance tools, which can be integrated into the SDLC to enhance security measures.
- Evaluate and consolidate overlapping or redundant tools, ensuring that each tool is properly implemented and contributes effectively to the security posture within the SDLC framework.
- Provide ongoing training and awareness for employees on the latest SDLC processes and tools, emphasizing the importance of security and compliance in system development and maintenance.

PR.IP-3: Configuration change control processes are in place *Repeatable (3.80)*

<<REDACTED>> has implemented strong configuration change control processes, with documented change control policies for routine changes as well as emergency changes. <<REDACTED>> regularly reviews the status of change requests to ensure they are properly dispositioned and closed. It employs a two-person or peer-review process for changes to high criticality assets, ensuring that there is an extra layer of scrutiny for these changes. <<REDACTED>> has a change control database or system, and records all change requests in this database. Access controls are in place to ensure that only authorized staff can make changes to

configuration items. <<REDACTED>> tests all release builds before implementing them, and involves affected business stakeholders in the change control process. There are processes for tracking changes through to completion, securing deployed mobile devices, and patching enterprise software on mobile devices. However, there are a few areas for improvement. <<REDACTED>> does not currently use change management for maintenance of acquired information systems, monitor devices for configuration changes, or perform regular audits of change control records. It was noted that deviations from the standard secure build and updates to the standard configuration are not documented and approved in a change control system.

Recommendations

- Conduct regular audits of change control records to ensure all changes are properly documented, authorized, and compliant with the established policies.
- Implement systems or tools to monitor and detect any configuration changes on devices, particularly for critical changes such as turning off encryption, to maintain security and compliance.
- Include acquired information systems in the change management process to ensure any modifications to these systems undergo the same rigorous evaluation and approval process.
- Ensure that any deviations from the standard configuration or updates are documented and approved within the change control system. This will provide a clear audit trail and assist in risk assessment and mitigation.
- Properly deploy and utilize the advanced security and compliance tools available within the Microsoft E3 licenses, such as configuration management and monitoring capabilities, to enhance the change control processes.
- Review the current suite of tools for redundancies or underutilization. Consolidate where possible to streamline operations and improve the effectiveness of existing tools, ensuring they align with the change control processes.

PR.IP-4: Backups of information are conducted, maintained, and tested — *Repeatable (3.70)*

<<REDACTED>> demonstrates strong adherence to conducting, maintaining, and testing backups of information. It regularly checks backup material for integrity; validates backups using checksums; has a backup policy defining frequency, ensuring all organizational data is backed up appropriately; and regularly tests backup and recovery processes. The backup schedule aligns with the RPO, and application software is included in the overall backup procedure. The backup policy is compliant with regulatory and legal requirements, and backup media is both encrypted and physically secured. Data restoration processes are regularly performed, and <<REDACTED>> ensures the integrity and functionality of backup data. However, there are areas for improvement. Remote or cloud-based backups are not encrypted, systems housing archived or not regularly accessed data are not removed from the network, and there is no backup system for critical or sensitive data that is not continuously addressable through operating system calls.

Recommendations

- Ensure that all data stored in remote or cloud-based backups is encrypted to maintain data confidentiality and integrity.
- Implement measures to isolate systems housing archived or infrequently accessed data from the network, such as using standalone or virtualized systems.
- Create backup systems for critical or sensitive data that are not continuously accessible through operating system calls, providing an additional layer of protection against cyber threats.

PR.IP-5: Policy and regulations regarding the physical operating environment for organizational assets are met — *Not Evaluated*

There are several areas where the policy and regulations regarding the physical operating environment for organizational assets are not fully met. There is no clear policy regarding the physical security measures that need to be implemented to protect <<REDACTED>> assets, including access controls, surveillance systems, and secure storage areas. There is no regular monitoring or auditing of the physical security measures to ensure their effectiveness. There is a lack of training and awareness among staff regarding the importance of physical security and the procedures that need to be followed. Overall, the current state of physical security in <<REDACTED>> is not aligned with the policy and regulations, leaving the assets vulnerable to unauthorized access or physical damage.

PR.IP-6: Data is destroyed according to policy — *Repeatable (3.00)*

<<REDACTED>> has a policy in place for the proper disposal of hard copies of sensitive information through shredding. It also mandates that all data on media slated for re-provisioning is deleted and overwritten before re-deployment. <<REDACTED>> reformats all storage media before re-use and verifies the destruction of all data on media slated for destruction. The necessary steps for data destruction prior to re-use are noted on the inventory tracker, and there is a regular audit process to ensure these steps are carried out. However, <<REDACTED>> 's third-party relationship agreement does not enforce controls to ensure the return or destruction of information and assets at the end of the agreement. This could pose a risk if sensitive information is not properly handled by third-party vendors.

Recommendations

- Amend existing agreements to include clear requirements for secure return or destruction of information and assets. This should specify the methods and standards for data destruction consistent with <<REDACTED>> 's policies.
- Implement a routine auditing mechanism to verify that third-party vendors comply with data destruction requirements. This will help ensure adherence to <<REDACTED>> 's standards and reduce the risk of data breaches.
- Establish a comprehensive vendor management program to continuously assess and monitor the security practices of third-party vendors. This program should include regular reviews of the vendors' data handling and destruction methods.
- Ensure any agreement clearly outlines the procedures for handling sensitive information, including specific steps for data destruction at the end of the contract or at predetermined intervals.
- Provide training and awareness programs for third-party vendors to ensure they understand <<REDACTED>> 's data destruction policies and the importance of adhering to these standards.

PR.IP-7: Protection processes are improved — *Repeatable (3.60)*

<<REDACTED>> has implemented several measures to improve its protection processes. <<REDACTED>> conducts regular vulnerability scans, both automatically and manually, and has performed a vulnerability scan in the past year. It also uses penetration tests to identify vulnerabilities, including social engineering, fraud, and theft. <<REDACTED>> ensures that the review includes recommendations for improvements to mitigation strategies and prioritizes the list of vulnerabilities based on their criticality. <<REDACTED>> conducts regular internal and external penetration tests and uses vulnerability scanning and penetration testing tools in concert. Systemic problems discovered in penetration tests and red team exercises are fully tracked and mitigated.

<<REDACTED>> uses risk assessments to develop alert criteria for potential threats to sensitive assets and has a formalized process for comparing the results of back-to-back vulnerability scans to verify that issues have been addressed. However, it is worth noting that automated vulnerability scans are not run at least monthly (or weekly).

Recommendations

- Schedule automated vulnerability scans at least monthly to ensure the timely detection of new vulnerabilities. Consider increasing the frequency to weekly for more critical systems or during periods of heightened security alerts.
- Combine vulnerability scanning with regular penetration testing to gain a comprehensive view of potential security weaknesses from different angles. This integrated approach aids in understanding how vulnerabilities might be exploited in real-world scenarios.
- Prioritize identified vulnerabilities based on their criticality and potential impact. Establish a clear process for tracking and mitigating these vulnerabilities to closure.
- Utilize risk assessments to refine and develop advanced alert criteria, helping to detect potential threats to sensitive assets more effectively.
- Regularly review and update mitigation strategies based on the findings from vulnerability scans and penetration tests. Incorporate lessons learned into the security framework to continually enhance defense mechanisms.
- After addressing vulnerabilities, perform follow-up scans to verify that remediation efforts were successful and issues have been resolved.
- Regularly document and review all protection processes, including vulnerability management and penetration testing procedures, to ensure they align with current best practices and organizational needs.

PR.IP-8: Effectiveness of protection technologies is shared — *Not Evaluated*

Protection technologies need to be effectively shared within <<REDACTED>> to adequately protected against cyber threats. Gaps and/or vulnerabilities in the current sharing of protection technologies need to be identified and addressed to strengthen <<REDACTED>> 's overall cybersecurity posture. As cyber threats are constantly evolving, measures need to be in place to ensure <<REDACTED>> stays up to date with the latest protective measures.

PR.IP-9: Response plans (Incident Response and Business Continuity) and recovery plans (Incident Recovery and Disaster Recovery) are in place and managed — *Repeatable (3.70)*

<<REDACTED>> has a well-documented and managed set of response plans, including incident response, business continuity, and disaster recovery plans. <<REDACTED>> has a disaster recovery plan template that is distributed to all business units, and stakeholders are assigned to each plan. <<REDACTED>> also has defined criteria for cyber incidents, documented procedures for declaring and analyzing incidents, and criteria for closing incidents. The business continuity plan identifies alternative sites for facilities in the event of emergencies, and the continuity team reviews and updates the plan annually. <<REDACTED>> places its contingency plans under change management control and ensures that all plans have the last revision date displayed. <<REDACTED>> has received formal approval from senior management for the incident response plan and has documented rules, laws, and regulations applicable to potential incidents. <<REDACTED>> has processes for investigating reported events, activating further response plans, restoring services, meeting legal

and regulatory obligations, and engaging external resources. <<REDACTED>> also has procedures for closing incidents, an authoritative, centralized contingency plan inventory, and ensures that personnel are aware of the location of plans. Non-authorized personnel cannot modify plans, and all plans are available to appropriate personnel. Information security is integrated into business continuity planning, and IT and security requirements are considered for alternate sites and access control changes during interruptions. Individual disaster recovery procedures for key stakeholders are documented, as well as the resources and skills required to respond to incidents. <<REDACTED>> mandates post-incident reviews, including a root-cause analysis, and has established policies and procedures for dealing with incidents. However, there are some areas for improvement. <<REDACTED>> should integrate third-party security violations into its incident response management plan and consider data breaches while traveling or travel-related security. <<REDACTED>> should also include scenarios specific to mobile devices in the incident response plan.

Recommendations

- Develop procedures for handling security incidents involving third-party vendors, detailing roles, responsibilities, and coordination processes.
- Update the incident response plan to include scenarios and procedures specific to mobile device security issues, such as lost/stolen devices and unauthorized access.
- Enhance the incident response plan to include procedures for data breaches and other security incidents that may occur during staff travel.
- Create detailed procedures to guide incident response activities when monitoring criteria are met, ensuring prompt and effective actions.

PR.IP-10: Response and recovery plans are tested *Adaptive (4.50)*

<<REDACTED>> regularly tests its disaster recovery plans at least once annually, involving all necessary personnel. It also goes beyond the annual testing requirement and conducts additional tests. These tests include tabletop exercises, structured walkthroughs, and simulations to simulate various scenarios and evaluate the effectiveness of its response and recovery plans. <<REDACTED>> performs full interruption tests, which involve a complete failover to test the ability to recover critical systems and operations. These testing practices are crucial for ensuring that <<REDACTED>> is prepared to respond and recover effectively from any potential disasters or incidents that may impact its operations.

Recommendations

- Continuously assess and update disaster recovery plans to align with evolving technology and business requirements.
- Systematically analyze and integrate insights from testing exercises and real incidents into the plans for continuous improvement.
- Implement specific incident or threat simulations relevant to <<REDACTED>> 's operations to identify and address plan gaps.
- Collaborate with external agencies (e.g., emergency management, law enforcement, neighboring 9-1-1 centers) for joint exercises and best practice sharing.
- Ensure thorough documentation, easy accessibility, and clear communication of the disaster recovery plans to all relevant personnel.

PR.IP-11: Cybersecurity is included in human resources practices (e.g., deprovisioning, personnel screening) *Adaptive (4.00)*

<<REDACTED>> has a strong focus on information protection processes and procedures, specifically in relation to cybersecurity practices included in human resources practices. <<REDACTED>> has implemented several measures to ensure the protection of sensitive information and assets. It tracks changes in staff with access to high-value assets and makes employees aware of and requires their agreement to abide by organizational practices and policies. Non-disclosure agreements (NDAs) and confidentiality clauses are re-affirmed at termination for employees with access to sensitive information. <<REDACTED>> has established reporting mechanisms for employees to report non-compliance, conducts screening of new hires, and verifies credentials and references. Security debriefings are conducted during exit interviews, and there are procedures in place to ensure the return of organizational items and removal of employees from distribution lists and automated alerts. Detailed descriptions of offenses and corresponding disciplinary actions are documented and administered by management, and the disciplinary protocol for violations of physical policies is reviewed and attached to employees' human resources files. However, additional checks such as credit checks or records from regulatory agencies are not performed for sensitive positions or in the event of promotions or outside hires.

Recommendations

- Conduct comprehensive checks such as credit assessments or regulatory records for individuals in sensitive positions, and during promotions or external hiring processes.
- Extend vetting procedures to include thorough background investigations for all new hires, especially for roles with access to sensitive information or critical infrastructure.
- Establish a system to closely monitor and manage access rights and privileges when employees change positions, ensuring only necessary access is retained.
- Continuously review and update policies related to employee access to sensitive information, ensuring they align with current cybersecurity standards and threats.
- Enhance exit procedures to ensure comprehensive deprovisioning of access rights, return of all organizational assets, and re-affirmation of NDAs and confidentiality agreements.
- Ensure that security policies and practices are uniformly applied across all departments and levels within the organization to maintain consistency and fairness.
- Conduct regular training and awareness programs for all employees, emphasizing the importance of cybersecurity and their role in protecting organizational assets.

PR.IP-12: A vulnerability management plan is developed and implemented *Adaptive (4.50)*

<<REDACTED>> has implemented a comprehensive vulnerability management plan. It ensures that all non-critical operating system patches are deployed at least monthly, and critical operating system patches are deployed as soon as they are available and tested. The same approach is followed for critical application patches and security updates for network security devices. <<REDACTED>> also demonstrates good practices by testing all operating system patches in a controlled environment before deployment and verifying that all systems have been fully patched. There is a process to prioritize vulnerability findings, considering mitigating factors specific to the environment. <<REDACTED>> measures the time between patch availability and full deployment to identify any issues with the patch process. These practices show a strong commitment to maintaining the security and integrity of the network.

Recommendations

- Streamline the patch deployment process, reducing the time between patch availability and full deployment.
- Routinely identify new vulnerabilities, prioritizing them based on potential impact to ensure proactive management.
- Develop a clear process for documenting vulnerabilities that cannot be mitigated and understanding the associated operational risks.
- Keep the plan updated with changes in the threat landscape and technology infrastructure to maintain its effectiveness.
- Implement more robust reporting and analysis tools for a deeper understanding of the vulnerability landscape and effectiveness of the management plan.
- Ensure the vulnerability management plan is well-integrated with the incident response plan for coordinated handling of identified vulnerabilities.
- Conduct regular training sessions for employees on vulnerability management processes and the importance of timely patching.
- Include third-party vendors in the vulnerability management process, ensuring they also adhere to the set standards and timelines for patching and vulnerability management.

2.3.5 Maintenance (PR.MA) Risk Informed (2.70)

PR.MA-1: Maintenance and repair of organizational assets are performed and logged, with approved and controlled tools *Repeatable (3.90)*

<<REDACTED>> has implemented a robust patch management process for both operating systems and installed software. It uses automated software patching tools for operating systems and installed software, ensuring that security updates are installed as soon as appropriate. Additionally, it tunnels insecure protocols through secondary encryption channels such as Secure Sockets Layer (SSL) or IP security (IPsec), further enhancing the security of its network. Network devices, including network security devices, are included in the patch management process and are patched on a schedule. <<REDACTED>> manages device configurations through mobile device management and regularly updates the mobile device management infrastructure components and client software. It creates records of all maintenance activity on information processing equipment and conducts inspections for serviceability before returning the equipment to service. <<REDACTED>> also tests all operating system patches in a controlled environment before deployment and deploys critical operating system patches as soon as they are available and tested. However, there are areas for improvement. <<REDACTED>> does not use dedicated machines isolated from the primary network for regular administrative tasks. Non-administrative tasks should be forbidden on the dedicated administrative machine, to decrease the risk of potential compromise.

Recommendations

- Use separate machines solely for administrative purposes to isolate sensitive operations from the primary network and reduce the risk of compromise.
- Enforce policies that ban non-administrative activities like email access, document creation, or web browsing on machines used for administrative tasks.

- Employ network segmentation or VLANs to effectively isolate the dedicated administrative machine from the main network.
- Ensure that dedicated administrative machines receive regular updates and security patches to protect against the latest vulnerabilities.
- Implement monitoring and auditing measures to track usage of administrative machines, ensuring compliance with established security policies.
- Implement robust physical security measures for administrative machines to prevent unauthorized physical access.
- Conduct training sessions for administrators on the importance of using dedicated machines and following security best practices.
- Set up stringent access controls to ensure that only authorized personnel can use administrative machines.
- Prepare specific incident response plans to quickly address any security incidents involving administrative machines.
- Perform regular security assessments to identify potential vulnerabilities in administrative machines and take corrective actions.

PR.MA-2: Remote maintenance of organizational assets is approved, logged, and performed in a manner that prevents unauthorized access *Partial (1.50)*

There are several areas of concern related to the remote maintenance of organizational assets at <<REDACTED>> . First, insecure protocols such as telnet, Virtual Network Computing (VNC), or Remote Desktop Protocol (RDP) are being tunneled through secondary encryption channels like SSL or IPsec, which is a positive practice. However, there are also some gaps in the monitoring and security measures. <<REDACTED>> does not currently monitor remote maintenance activities, which could leave it vulnerable to unauthorized access. Additionally, the remote administration of servers, workstations, network devices, and similar equipment is not conducted over secure channels, increasing the risk of interception or unauthorized access. The use of dedicated machines for administrative tasks is not enforced, and these machines are not isolated from the primary network, which could potentially expose <<REDACTED>> to malware or other threats. Finally, non-administrative tasks are not forbidden on the dedicated administrative machines, which could increase the risk of compromise.

Recommendations

- Establish a system to monitor and log all remote maintenance activities, enabling detection of unauthorized access and suspicious activities.
- Utilize secure protocols like VPNs or secure remote desktop protocols for the remote administration of servers, workstations, and network devices.
- Ensure that administrative tasks are performed on dedicated machines, and strictly enforce this policy.
- Set up network segmentation or VLANs to isolate administrative machines from the main network, minimizing risk exposure.
- Implement strict usage policies to forbid non-administrative activities on machines designated for administrative tasks.

- Conduct periodic security audits and reviews of remote maintenance activities and protocols to identify and address any potential vulnerabilities.
- Provide regular training for staff involved in remote maintenance to reinforce the importance of following security protocols and recognizing potential threats.
- Use multi-factor authentication for all remote access to enhance security and prevent unauthorized access.
- Create specific incident response plans for any security incidents related to remote maintenance activities.
- Keep all remote access tools and software updated with the latest security patches to protect against vulnerabilities.

2.3.6 Protective Technology (PR.PT) Repeatable (3.06)

PR.PT-1: Audit/log records are determined, documented, implemented, and reviewed in accordance with policy *Risk Informed (2.70)*

<<REDACTED>> has implemented several measures to ensure the proper auditing and logging of activity records. Production systems are configured to maintain activity logs, and all systems that store, process, or transmit confidential or critical information are configured to log potential security events. Audit logs contain necessary identifying information and are recorded in a standardized format. <<REDACTED>> ensures that systems generating logs have adequate storage space, and URL requests passing through perimeter systems are logged. System accounts are regularly reviewed and disabled if not associated with a business process. Login attempts for disabled accounts are logged, and <<REDACTED>> verifies that activity of vulnerability scans is logged. Systems are configured to issue log entries and alerts for specific actions, such as adding/removing accounts from the domain administrators' group or adding new local administrator accounts. Logs are archived, digitally signed periodically, and written to write-only devices or dedicated logging servers. Network boundary devices are configured to verbosely log all traffic, and full packet header and payloads are recorded for anomalies on demilitarized zone (DMZ) networks. Some accounts have expiration dates, and <<REDACTED>> has the capability to rebuild flawed images.

Recommendations

- Develop and implement an audit process to ensure compliance with policies, involving regular reviews of logs for unauthorized activities.
- Implement measures to safeguard administrator logs from unauthorized alterations.
- Deploy IDSs for proactive monitoring and analysis of suspicious events on networks, firewalls, servers, and applications.
- Schedule consistent reviews of security event logs to detect exceptions, anomalies, and inappropriate activities.
- Create a system to correlate event logs with information from vulnerability scans for comprehensive threat detection.
- Regularly generate and analyze reports to identify unusual activities or patterns in system logs.
- Ensure detailed access logging for all non-public and sensitive data to monitor and control access effectively.

- Actively review anomalies in logs and systematically document findings for traceability and future reference.
- Regularly scrutinize logs of administrative actions to identify and investigate unauthorized activities.
- Define clear criteria for when administrative activities should automatically trigger an investigation.

PR.PT-2: Removable media is protected and its use restricted according to policy Repeatable (3.60)

<<REDACTED>> has implemented several measures to protect and restrict the use of removable media. <<REDACTED>> forbids the unmanaged use of removable media and configures laptops, workstations, and servers to prevent the auto-run of content from removable media. It conducts automated anti-malware scans of all removable media when inserted and disables the write capability to USB tokens or USB hard drives if there is no business need. <<REDACTED>> strongly encrypts all organizational data on any removable media and uses enterprise software to configure systems to allow only specific USB devices and automatically encrypts data placed on those devices.

Recommendations

- Deploy endpoint DLP solutions to actively monitor and control the content being transferred to and from removable media.
- Disable removable media access for systems without a business requirement to reduce risks associated with unauthorized usage.
- Conduct ongoing education for staff on the correct handling and usage of removable media, stressing adherence to <<REDACTED>> 's policies.

PR.PT-3: The principle of least functionality is incorporated by configuring systems to provide only essential capabilities Not Implemented (0.00)

<<REDACTED>> has implemented some measures to incorporate the principle of least functionality in its systems. It limits the ability to run web browsers and email clients that are not explicitly supported and maintained, keeps all services up to date, and uninstalls unnecessary components from the system. <<REDACTED>> uses block lists for known malicious IP addresses and has an established solution to run higher risk software required for operations. Services are turned off that are no longer needed and are properly documented. <<REDACTED>> reviews the services needed for operations quarterly through a change control group.

Recommendations

- For endpoints not requiring wireless access, disable wireless capabilities at the hardware level to reduce the attack surface.
- Explicitly uninstall or disable non-essential plugins or add-ons for all approved web browsers and email clients, and regularly update the list of allowed plugins and add-ons.
- Disable scripting languages in email clients, ActiveX, and JavaScript in daily use web browsers to mitigate potential vulnerabilities.
- Disable wireless peripheral access, such as Bluetooth, on devices unless required for documented business needs.

- Set up endpoints to only connect to authorized wireless networks, preventing unauthorized access points.
- Utilize allow lists to limit access exclusively to trusted sites, reducing exposure to malicious websites.
- Turn off ad-hoc mode (peer-to-peer [P2P] connections) for wireless endpoints to prevent unauthorized P2P network connections.

PR.PT-4: Communications and control networks are protected *Adaptive (4.50)*

<<REDACTED>> has implemented several protective measures to secure its communications and control networks. It has deployed SPF records in DNS and enabled receiver-side verification in mail servers, ensuring that only legitimate emails are accepted. All critical services such as DNS, file, mail, web, and database servers run on separate, dedicated physical or virtual machines, which helps to isolate and protect them from potential threats. <<REDACTED>> places application firewalls in front of critical servers to verify and confirm the traffic going to the server, adding an extra layer of protection. There are two synchronized time sources (Network Time Protocol [NTP] servers) from which all servers and network equipment retrieve time information, ensuring accurate and consistent time synchronization across the network. These measures collectively contribute to the protection of <<REDACTED>> 's communications and control networks, which is crucial for the smooth functioning of a 9-1-1 center.

Recommendations

- Continually monitor and revise SPF records in DNS to accurately reflect authorized email servers, identifying and rectifying unauthorized or outdated entries.
- Further isolate sensitive systems through VLANs, firewalls, and access controls, thereby reducing the potential attack surface.
- Introduce IDPS for real-time monitoring and protection against unauthorized access and malicious activities.
- Consistently update all servers and network equipment with the latest security patches and firmware updates to mitigate known vulnerabilities.
- Maintain and monitor NTP servers for redundancy and reliability.

PR.PT-5: Mechanisms (e.g., failsafe, load balancing, hot swap) are implemented to achieve resilience requirements in normal and adverse situations *Adaptive (4.50)*

<<REDACTED>> has implemented various protective mechanisms to achieve resilience requirements in normal and adverse situations. <<REDACTED>> has a documented restoration capability for critical systems, indicating that it has a plan to recover and restore systems in the event of a disruption. <<REDACTED>> maintains backup equipment for critical assets, ensuring it can quickly replace any equipment that becomes damaged or fails. The presence of uninterruptible power supplies for critical information processing systems and tying physical security systems to backup generators further enhances <<REDACTED>> 's resilience. The fact that the backup equipment and cooling system for critical systems are tied into a backup power supply system demonstrates a comprehensive approach to ensuring the availability and continuity of operations, even in the face of power outages or other environmental threats.

Recommendations

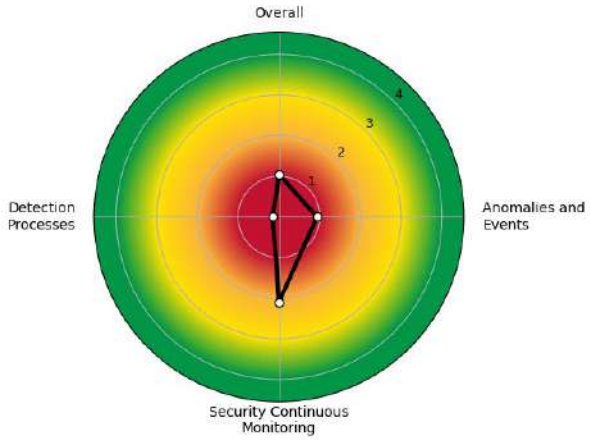
- Periodically review and update the restoration plan for critical systems, ensuring its effectiveness against the evolving threat landscape and technology changes.
- Conduct regular backups of critical systems, including both on-site and off-site backups, and routinely test the restoration process for efficacy and reliability.
- Implement redundant power supply systems, such as multiple generators or alternative power sources, to minimize the risk of power outages impacting operations.
- Regularly maintain and test backup equipment for critical assets to confirm functionality and readiness for rapid deployment.

3 Detect

Partial **1.05**

Develop and implement appropriate activities to identify the occurrence of a cybersecurity event.

The Detect Function enables timely discovery of cybersecurity events.[5]



3.1 Category Scores

Anomalies and Events	*Not Implemented (0.93)*
Security Continuous Monitoring	*Risk Informed (2.08)*
Detection Processes	*Not Implemented (0.15)*

3.2 Top 5 Opportunities for Improvement

The following items are those that would have the greatest impact on the overall score. The number in parentheses shows the expected change in the Detect function's score if corrected.

1. <<REDACTED>> does not perform periodic red team exercises to test organizational readiness to find and stop attacks or to respond quickly and effectively. (+0.3)
2. <<REDACTED>> 's information security policy does not include controls to ensure protection against malicious software. (+0.242)
3. Reports are not generated and distributed to stakeholders based on collection criteria. (+0.183)
4. <<REDACTED>> does not have established collection and reporting procedures that guide the response when monitoring criteria are met. (+0.142)
5. <<REDACTED>> does not have defined methods for detecting and reporting security events. (+0.142)

[5] Framework for Improving Critical Infrastructure Cybersecurity, Version 1.1 (nist.gov)

3.3 Detailed Results

3.3.1 Anomalies and Events (DE.AE) — Not Implemented (0.93)

DE.AE-1: A baseline of network operations and expected data flows for users and systems is established and managed — Not Implemented (0.00)

<<REDACTED>> does not have a network traffic monitoring tool to create a baseline of network communications. It has not baselined the network traffic of network segments or zones, including critical or sensitive segments or zones. <<REDACTED>> does not track VPN usage to establish a baseline by time of usage, location, or bandwidth use. There is no baseline for average user network activity during and after business hours, and network behavior is not baselined by reviewing normal firewall and IDS alert logs. However, <<REDACTED>> ensures that automated monitoring tools use behavior-based anomaly detection to complement traditional signature-based detection. Administrative activities are not closely monitored for anomalous behavior, and there are no configurations in place to identify Transmission Control Protocol (TCP) sessions that last an unusually long time.

Recommendations

- Deploy a network traffic monitoring solution to create and manage baselines for all network segments, including critical and sensitive zones.
- Establish baselines for VPN usage based on time, location, and bandwidth use to identify anomalies and ensure secure access.
- Create baselines for average user network activity during and after business hours to detect unusual or suspicious activities.
- Employ a SIEM tool for log aggregation, correlation, and analysis, enhancing the ability to baseline and review normal network behavior.
- Ensure automated monitoring tools incorporate behavior-based anomaly detection to complement traditional methods.
- Implement strict monitoring of administrative activities to detect anomalous behavior, especially during non-standard hours.
- Configure network devices to identify unusually long TCP sessions, which can be indicative of network attacks or unauthorized access.
- Continuously review and update network baselines to adapt to changes in network traffic patterns and emerging threats.

DE.AE-2: Detected events are analyzed to understand attack targets and methods — Risk Informed (2.20)

<<REDACTED>> has a good practice of generating incident analysis reports once an event has been declared an incident. This ensures that <<REDACTED>> can understand the attack targets and methods used, which is crucial for identifying potential vulnerabilities and improving its security posture. Logging and reporting all login attempts for disabled or deactivated accounts is another positive measure as it helps to detect any unauthorized access attempts and can assist in identifying potential insider threats.

Recommendations

- Deploy a SIEM tool to enable efficient log aggregation, correlation, and analysis of security events. This tool will facilitate a comprehensive understanding of security incidents and attack patterns.
- Implement regular training and awareness programs focusing on incident analysis reporting procedures and the importance of vigilant monitoring, especially for disabled or deactivated accounts.
- Develop protocols for effective log analysis to ensure that critical information is extracted from security event logs, aiding in a quicker and more accurate understanding of attack vectors.
- Improve the detection and response mechanisms for security incidents by utilizing advanced analytics and threat intelligence capabilities provided by SIEM tools.
- Ensure that security policies and procedures are regularly updated to reflect new threats, technological changes, and lessons learned from past incidents.
- Pay special attention to insider threats by enhancing the monitoring of login attempts for disabled or deactivated accounts and analyzing these events for unusual patterns.

DE.AE-3: Event data are collected and correlated from multiple sources and sensors

Not Implemented (0.00)

<<REDACTED>> does not have a comprehensive system in place for analyzing network activity and generating alerts based on suspicious events. It does not use a SIEM or log aggregator to collect and correlate event data from multiple sources and sensors. <<REDACTED>> does not pull event logs from its firewalls, IDS/IPS, or web proxies, which limits its ability to monitor and detect potential security incidents. There is also no logging of unsuccessful login attempts to internal systems or monitoring of privileged user/administrator activity. <<REDACTED>> does not monitor for uploads of large files or specific file types to external sites. However, <<REDACTED>> does document all events and record event assessments in a central repository and sends captured packet information to a SIEM or log analytics system for correlation with other events. <<REDACTED>> does not use flow data statistics tools, such as NetFlow, to detect potential anomalous activity.

Recommendations

- Deploy a SIEM or log aggregation system to collect and correlate event data from multiple sources such as firewalls, IDS/IPS, and web proxies. This system should provide comprehensive monitoring and analysis capabilities.
- Establish robust monitoring for privileged user and administrator activities to detect any unauthorized or suspicious actions that could indicate a security breach.
- Implement monitoring mechanisms to track uploads of large files and specific file types to external sites, helping to identify potential data exfiltration incidents.
- Utilize flow data statistics tools like NetFlow for enhanced detection of anomalous network activities. These tools can provide valuable insights into network traffic patterns and potential security threats.
- Enable logging of all unsuccessful login attempts to internal systems. This will help in identifying potential brute-force or credential stuffing attacks.
- Ensure that the security configurations of all systems are regularly reviewed and updated to address new threats and vulnerabilities.

- Integrate advanced analysis capabilities into the SIEM or log aggregator to effectively identify and respond to complex threats.
- Implement regular training programs for staff to ensure they are aware of the latest cybersecurity threats and best practices.
- Formulate comprehensive security policies that include guidelines for handling and responding to various types of security incidents.

DE.AE-4: Impact of events is determined *Not Evaluated*

The impact of events is not effectively determined. <<REDACTED>> does not have a robust system in place to detect and analyze anomalies and events that could potentially impact its operations. There is a lack of real-time monitoring and alerting mechanisms, making it difficult to identify and respond to incidents in a timely manner. Additionally, there is no centralized logging and reporting system to track and investigate security events. This leaves <<REDACTED>> vulnerable to potential disruptions or compromises that could impact its ability to respond to emergency calls.

DE.AE-5: Incident alert thresholds are established *Partial (1.50)*

<<REDACTED>> logs DNS queries to detect and alert on hostname lookup for known malicious command and control (C2) domains, which is a good practice for detecting potential security incidents. However, the fact that security personnel are not immediately alerted when changes are detected is concerning. Immediate alerts are crucial for timely incident response and mitigation. <<REDACTED>> does not require monitoring personnel to collaborate with data owners and custodians to develop monitoring requirements that minimize false positive alerts. This lack of collaboration may result in a high number of false positive alerts, which can lead to alert fatigue and potentially the overlook of genuine security incidents.

Recommendations

- Implement a system where security personnel are immediately alerted when changes are detected, particularly in DNS queries for hostname lookup. This ensures the prompt investigation and mitigation of potential security incidents.
- Establish a collaborative process involving monitoring personnel, data owners, and custodians to develop effective monitoring requirements. This collaboration aims to minimize false positive alerts and improve the accuracy of the monitoring system.
- Conduct regular training and awareness programs for staff to ensure they are familiar with the latest security practices and protocols.
- Deploy or upgrade IDS for better detection of unusual network activities, ensuring any anomalies are quickly identified and addressed.
- Perform routine security audits and assessments to identify vulnerabilities and areas for improvement in the existing security infrastructure.

3.3.2 Security Continuous Monitoring (DE.CM) Risk Informed (2.08)

DE.CM-1: The network is monitored to detect potential cybersecurity events *Not Implemented (0.70)*

<<REDACTED>> has implemented several monitoring measures to detect potential cybersecurity events. <<REDACTED>> logs DNS queries to detect and alert on hostname lookup for known malicious C2 domains,

monitors DHCP logs to discover previously unknown devices connecting to the network, scans all email attachments for malicious code before delivering them to users' inboxes, runs antivirus or anti-malware solutions on all servers, uses network-based anti-malware tools to analyze inbound traffic and filter out malicious content, configures monitoring systems to record packet header information for or passing through the network border on DMZ networks, ensures that all antivirus software is configured to update daily, employs an automated system to verify signature updates on each system, uses behavior-based anomaly detection alongside signature-based detection, places application firewalls in front of critical servers, blocks unauthorized services or traffic via the firewall and generates alerts, and records full packet header and payloads of traffic if an anomaly is detected on DMZ networks. However, there are some areas where improvements can be made. <<REDACTED>> does not have a network traffic monitoring tool to create a baseline of network communications; has not baselined network traffic of critical or sensitive network segments or zones; does not actively monitor its networks, firewalls, servers, and applications with IDSs; has not baselined average user network activity during and after business hours; has not deployed WIDS to monitor wireless traffic passing into the wired network; and does not use a WIDS to monitor all wireless traffic. <<REDACTED>> also does not heighten its security policy during the introduction of external party products or services, does not design network perimeters to require all outgoing traffic to pass through at least one application layer filtering proxy server, and does not have a network proxy capable of decrypting all network traffic or logging individual TCP sessions.

Recommendations

- Implement a tool to create and monitor a baseline of network communications. This will aid in detecting anomalies and potential threats.
- Establish baselines for network traffic, particularly in critical and sensitive network segments or zones, to detect deviations from normal behavior.
- Actively monitor networks, firewalls, servers, and applications with IDS to identify and analyze suspicious activities.
- Monitor and baseline average user network activity during and after business hours for unusual patterns.
- Use WIDS to monitor wireless traffic transitioning to the wired network and identify rogue wireless devices and attack attempts.
- Increase security protocols during the introduction of external party products or services to manage risks and vulnerabilities.
- Design network perimeters to ensure all outgoing traffic passes through at least one application layer filtering proxy server, enhancing outbound traffic security.
- Establish a network proxy capable of decrypting all network traffic and logging individual TCP sessions for improved traffic analysis.

DE.CM-2: The physical environment is monitored to detect potential cybersecurity events

Adaptive (4.50)

<<REDACTED>> has implemented several measures to monitor the physical environment and detect potential cybersecurity events. Antivirus and anti-malware solutions are installed on all servers and endpoints, as well as host-based IPS systems. All malware detection events are sent to event log servers, and <<REDACTED>> ensures that the antivirus software is regularly updated with daily antivirus definitions. It employs an automated system to verify that each system has received the signature update. <<REDACTED>> uses behavior-based anomaly detection with traditional signature-based detection to enhance monitoring capabilities. These

measures indicate a strong commitment to continuous security monitoring, which is crucial for maintaining the integrity and security of the 9-1-1 center's network.

Recommendations

- Deploy endpoint detection and response (EDR) solutions to monitor endpoint activities and detect suspicious behaviors or indicators of compromise.
- Set up a SIEM system for centralized monitoring and analysis of security events.
- Conduct routine assessments and testing to identify and mitigate vulnerabilities in the network infrastructure.
- Provide ongoing training to staff to educate them about cybersecurity best practices and threat identification.
- Review and consolidate existing security tools to reduce complexity and ensure effective implementation.
- Deploy tools to monitor network traffic and establish baselines for detecting anomalies in critical or sensitive network segments.
- Implement mechanisms to monitor privileged user activities and detect unauthorized actions.
- Use WIDS to monitor wireless traffic and identify rogue devices and potential compromises.
- Strengthen monitoring of the physical environment, including surveillance and access control measures.
- Perform regular security audits to identify potential gaps and improve security infrastructure.
- Disable unnecessary wireless capabilities, scripting languages, and unauthorized plugins to adhere to the principle of least functionality.

DE.CM-3: Personnel activity is monitored to detect potential cybersecurity events

Not Implemented (0.80)

<<REDACTED>> is not adequately monitoring personnel activity to detect potential cybersecurity events. While <<REDACTED>> logs unsuccessful login attempts for administrative accounts, it does not generate alerts upon multiple unsuccessful login attempts for administrative accounts. This lack of alerting increases the risk of unauthorized access to critical systems. <<REDACTED>> does not monitor social media for the unauthorized disclosure of IP or regulated information by employees; this can leave <<REDACTED>> vulnerable to insider threats and the potential leakage of sensitive information. The fact that the legal department has not reviewed the social media monitoring process indicates a lack of oversight and potential legal implications. Furthermore, social media monitoring is not performed by a mediated application, suggesting that it may not be efficient or comprehensive. The absence of formal social media monitoring indicates that it may be ad hoc and inconsistent, leaving potential gaps in <<REDACTED>> 's ability to detect and respond to cybersecurity events.

Recommendations

- Configure systems to generate alerts for multiple unsuccessful login attempts on administrative accounts.
- Develop a process including regular monitoring of social media for unauthorized IP or regulated information disclosure, with legal department review.
- Adopt a specialized application for efficient and comprehensive social media monitoring.

- Educate employees on responsible social media usage and risks of unauthorized information disclosure.
- Address the need for manual monitoring for unauthorized disclosure of intellectual property or regulated information.
- Shift from ad hoc to a formalized process for monitoring social media for unauthorized disclosures.
- Include the legal department in reviewing social media monitoring for compliance.
- Implement strategies to monitor social media activities of employees for unauthorized information sharing.
- Improve the process of alerting for multiple unsuccessful login attempts in administrative accounts.

DE.CM-4: Malicious code is detected *Not Implemented (0.00)*

<<REDACTED>> has implemented several measures to detect and protect against malicious code. It scans all email attachments entering the email gateway, runs antivirus and host-based IPS solutions on all servers and workstation endpoints, and uses network-based anti-malware tools to analyze inbound traffic. It also conducts continuous monitoring on acquired software and ensures that antivirus software is updated daily with the latest definitions. However, there are areas where improvements can be made. <<REDACTED>> 's information security policy does not include controls to ensure protection against malicious software, which is a concern. <<REDACTED>> does not have the capability to determine whether a given exploit was used against a target known to be vulnerable based on previous vulnerability scans and correlated logs. This indicates a potential gap in its ability to detect and respond to targeted attacks.

Recommendations

- Include controls in the information security policy to protect against malicious software, outlining the use of antivirus and anti-malware solutions on all systems, regular scanning of email attachments, and network-based anti-malware tools.
- Improve vulnerability scanning and log correlation processes to determine if known vulnerabilities are being exploited.
- Adopt a system for analyzing and correlating logs to enhance detection and response to malicious code.
- Develop methods to identify when exploits are used against vulnerable targets, based on vulnerability scans and correlated logs.
- Update the information security policy to explicitly include controls for protection against malicious software.

DE.CM-5: Unauthorized mobile code is detected *Partial (1.70)*

<<REDACTED>> has a way to determine the installed applications on each mobile device. However, its information security policy does not include controls to ensure protection against malicious software. On a positive note, <<REDACTED>> automatically prevents and disables the use of utility programs that might be capable of overriding system and application controls, such as jailbreaking. It does not currently monitor devices for the installation of unauthorized applications.

Recommendations

- Update <<REDACTED>> 's policy to include measures for protection against malicious software on mobile devices.
- Use antivirus software on mobile devices to protect against malware.
- Ensure that operating systems and applications on mobile devices are regularly updated.
- Conduct awareness programs about the dangers of downloading unauthorized applications.
- Use mobile device management solutions to monitor the installation of unauthorized applications and enforce application whitelisting or blacklisting policies.
- Perform regular reviews and audits of installed applications on mobile devices to identify and remove unauthorized or malicious applications.
- Develop methods to monitor the installation of unauthorized applications on devices.
- Explicitly include controls in the information security policy to safeguard against malicious software on mobile devices.

DE.CM-6: External service provider activity is monitored to detect potential cybersecurity events

Adaptive (4.50)

<<REDACTED>> has the right to monitor and revoke any activity related to its assets, which is crucial for maintaining control over sensitive information and preventing unauthorized access. <<REDACTED>> actively monitors the use of third-party accounts, ensuring that any potential cybersecurity events or suspicious activities involving these accounts can be detected and addressed promptly. These findings indicate a strong level of vigilance in monitoring external service providers and their activities, which is especially important for <<REDACTED>> as it deals with sensitive emergency information.

Recommendations

- Develop a comprehensive system for collecting and analyzing logs from all systems and network devices, including those used by external service providers, to monitor and detect cybersecurity events effectively.
- Create clear guidelines for overseeing and revoking access to third-party accounts, ensuring secure interactions with external service providers.
- Perform routine audits to ensure adherence to access policies and identify vulnerabilities or unauthorized access involving external service providers.

DE.CM-7: Monitoring for unauthorized personnel, connections, devices, and software is performed

Risk Informed (2.90)

<<REDACTED>> has implemented several measures to monitor for unauthorized personnel, connections, devices, and software. It logs DNS queries to detect and alert on hostname lookup for known malicious C2 domains and monitors DHCP logs to discover previously unknown devices connecting to its networks. It also has systems configured to issue log entries and alerts when an account is added to or removed from a domain administrators' group, as well as when a new local administrator account is added on a system. <<REDACTED>> monitors the creation, modification, and deletion of user privileges by privileged accounts and uses network-based anti-malware tools to analyze inbound traffic and filter out malicious content. Personal

firewalls are installed on all servers and endpoints with default deny rules, and regular scanning is performed to check if servers are visible to the internet or an untrusted network.

There are some areas where improvements can be made. <<REDACTED>> does not examine firewall logs for the use of nonstandard ports, which could indicate suspicious activities. Security personnel and system administrators do not regularly run reports that would identify anomalies in system logs, which could help in detecting potential security incidents. <<REDACTED>> does not actively monitor its networks, firewalls, servers, and applications with IDSs to detect and analyze suspicious events. There is no periodic scanning for back-channel connections to the internet that bypass the DMZ, and WIDS is not deployed to monitor all wireless traffic passing into the wired network. Additionally, unauthorized encrypted sessions are not automatically terminated once detected.

Recommendations

- Enable logging and analysis of firewall logs for nonstandard ports, which will aid in detecting unauthorized or suspicious activities.
- Ensure that security personnel and system administrators routinely review system logs to identify anomalies and potential security incidents.
- Implement IDS to analyze suspicious events across networks, firewalls, servers, and applications.
- Use IDS to monitor networks, firewalls, servers, and applications for the early warning of potential breaches.
- Scan for unauthorized VPNs, dual-homed devices, and modems that bypass the DMZ to identify security risks.
- Monitor all wireless traffic entering the wired network to detect unauthorized devices or activities.
- Develop systems to promptly remove risky applications from the network.
- Implement measures to end unauthorized encrypted sessions upon detection to protect data integrity and confidentiality.
- Regularly scan for back-channel connections that might pose security risks.
- Use WIDS to identify rogue wireless devices and monitor wireless traffic.
- Ensure that anomalies in system logs are identified and investigated regularly.
- Regularly analyze firewall logs to detect potential security breaches.
- Develop capabilities to automatically end unauthorized encrypted sessions when detected.

DE.CM-8: Vulnerability scans are performed — *Partial (1.50)*

<<REDACTED>> demonstrates a strong commitment to security continuous monitoring and vulnerability scanning. It verifies that the activity of vulnerability scans is logged and regularly scans all servers to check if they are visible to the internet or an untrusted network. It also prioritizes the list of vulnerabilities produced by the scan based on both criticality of the vulnerability and the affected systems. <<REDACTED>> has a process to verify and regularly ensure that all systems have been fully patched. It conducts regular external and internal penetration tests to identify vulnerabilities and attack vectors, both from outside and within the network perimeter. There is a formalized process for comparing the results of back-to-back vulnerability scans to verify that issues have been addressed. <<REDACTED>> uses vulnerability scanning and penetration testing tools in concert and has a test bed environment to simulate attacks against elements not typically tested in production, such as supervisory control and data acquisition systems.

Recommendations

- Configure network vulnerability scanning for wireless access points. Detect both authorized and rogue wireless access points connected to the wired network to identify security gaps and prevent unauthorized access.
- Implement strategies to detect and address unauthorized wireless connections.
- Conduct automated vulnerability scans across all network systems at least monthly, preferably weekly, to promptly identify and address vulnerabilities.
- Develop the capability to correlate event logs with vulnerability scan data for a comprehensive view of the network's security posture.
- Perform authenticated vulnerability scanning. Use unique, dedicated accounts tied to specific machines and IP addresses for more accurate scanning results.
- Ensure regular, automated scans are conducted at least weekly or monthly across all systems.
- Use dedicated accounts for authenticated scans to enhance the accuracy and thoroughness of results.
- Establish methods to correlate event log data with vulnerability scan information.
- Implement measures to consistently identify and mitigate risks from rogue access points.
- Adjust tools to effectively detect both authorized and rogue wireless access points.

3.3.3 Detection Processes (DE.DP) Not Implemented (0.15)

DE.DP-1: Roles and responsibilities for detection are well defined to ensure accountability

Not Evaluated

The roles and responsibilities for detection processes are not well defined. There is a lack of clear accountability when it comes to detecting cybersecurity incidents. It is unclear who is responsible for monitoring and detecting potential threats or anomalies in the network. This can lead to delays in identifying and responding to security incidents, increasing the risk of successful cyberattacks. There is a need to establish clear roles and responsibilities for detection processes to ensure accountability and improve <<REDACTED>> 's overall cybersecurity posture.

DE.DP-2: Detection activities comply with all applicable requirements *Not Implemented (0.00)*

<<REDACTED>> lacks defined methods for detecting and reporting security events. This means that there is no clear process in place to identify and report any potential security incidents that may occur within its network. There are no established collection and reporting procedures to guide the response when monitoring criteria are met. This lack of procedures can lead to delays and inefficiencies in responding to security events. On a positive note, network boundary devices such as firewalls, network-based IPS, and inbound and outbound proxies are configured to verbosely log all traffic, which can be helpful in identifying and analyzing security events. However, there is no active monitoring of networks, firewalls, servers, and applications using IDSs to detect and analyze suspicious events. This means that potential security threats may go unnoticed, putting <<REDACTED>> 's network at risk.

Recommendations

- Define and record the processes for identifying and reporting potential security incidents, including collection and reporting procedures for responding to monitoring criteria.
- Implement IDSs to monitor and analyze events across the network infrastructure.
- Use IDSs to actively monitor networks, firewalls, servers, and applications, allowing for timely detection and analysis of suspicious events.
- Ensure all boundary devices log all traffic in detail to aid in analyzing security events.
- Consistently monitor and assess logs to identify potential security incidents.
- Educate staff on the importance of detecting and reporting security events promptly.
- Create clear processes for identifying and communicating security events.
- Implement and document procedures that direct actions when monitoring criteria are detected.

DE.DP-3: Detection processes are tested *Not Implemented (0.00)*

<<REDACTED>> does not currently perform periodic red team exercises to test its readiness to detect and respond to attacks. However, it does test packets with non-routable or unused IP addresses to ensure they are dropped at the perimeter, which is a positive practice. <<REDACTED>> includes social engineering and advanced persistent threat (APT)-style attacks in its penetration testing, indicating a proactive approach to identifying vulnerabilities. It is also encouraging to note that <<REDACTED>> tracks and mitigates systemic problems discovered during penetration tests. However, <<REDACTED>> does not currently identify rogue access points, which could pose a security risk.

Recommendations

- Regularly simulate real-world attack scenarios to test and improve <<REDACTED>> 's readiness in identifying and responding to attacks, and to pinpoint any gaps in detection capabilities.
- Develop and execute a strategy for regularly scanning the network and monitoring for unauthorized access points to prevent unauthorized network access and potential information compromise.
- Prioritize the identification and removal of rogue access points to secure the network against unauthorized access.
- Regularly conduct red team exercises to evaluate and enhance <<REDACTED>> 's ability to detect, stop, and respond to cyber-attacks quickly and effectively.

DE.DP-4: Event detection information is communicated *Not Implemented (0.00)*

<<REDACTED>> does not generate and distribute reports to stakeholders based on collection criteria. This means that there may be a lack of visibility and communication regarding the detection of events within the network. <<REDACTED>> sends all malware detection events to event log servers, which is a positive practice for event detection. Monitoring personnel, however, have not worked with data owners and custodians to develop monitoring requirements that minimize false positive alerts; this suggests that there may be a higher number of false positive alerts, which can lead to alert fatigue and potentially the overlook of real threats. <<REDACTED>> logs behavioral indicators of potentially malicious activity in systems that store, process, or transmit confidential or critical information, which is essential for detecting and investigating potential security incidents. There is no record of risk acceptance from relevant stakeholders during the process of revising collection strategies and alerting rulesets, indicating a potential gap in accountability and decision-making.

Recommendations

- Develop a consistent process for creating and sharing reports with stakeholders based on specific collection criteria.
- Ensure that stakeholders receive timely reports about detected events to facilitate appropriate actions.
- Work with data owners and custodians to develop and tailor monitoring requirements that reduce false positive alerts, enhancing monitoring efficiency.
- Implement a method to document risk acceptance from stakeholders, providing clarity and accountability in decision-making related to collection strategies and alerting rulesets.
- Regularly refine the monitoring requirements and alerting rulesets to stay abreast of evolving threats and maintain effective detection capabilities.
- Adopt a comprehensive system for monitoring and analyzing behavioral indicators of malicious activity, enabling timely response and investigation.
- Ensure stakeholder participation and risk acceptance documentation when modifying collection strategies and alerting rulesets.

DE.DP-5: Detection processes are continuously improved *Not Implemented (0.60)*

<<REDACTED>> lacks a comprehensive approach to continuously improve its detection processes. While there is a review, including recommendations for improvements to mitigation strategies, <<REDACTED>> does not require monitoring personnel to work with data owners and custodians to develop monitoring requirements that minimize false positive alerts. There is no established process to refine collection strategies and alerting rulesets, and therefore, no record of risk acceptance from relevant stakeholders. On a positive note, the network-based IPS does use techniques other than signature-based detection. However, security personnel and system administrators do not actively tune the SIEM tool or correlation engine to focus on unusual activity, avoid false positives, identify anomalies more rapidly, and prevent overwhelming analysts with insignificant alerts.

Recommendations

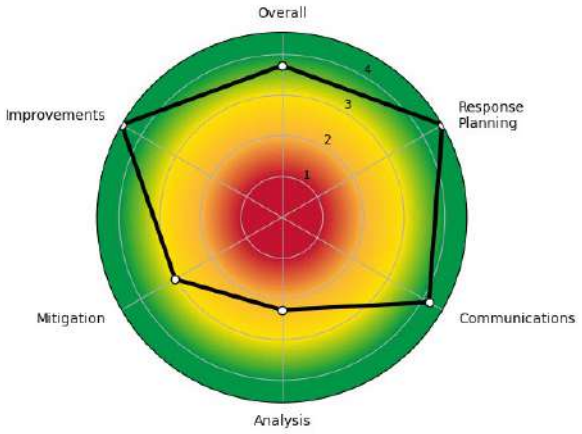
- Require monitoring personnel to work with data owners and custodians to minimize false positive alerts and tailor monitoring to the specific needs of the 9-1-1 center, improving detection process efficiency.
- Implement a systematic approach to continuously improve collection strategies and alerting rulesets, involving relevant stakeholders and documenting risk acceptance. Regularly update these strategies to adapt to new threats and maintain effectiveness.
- Direct security personnel and system administrators to fine-tune the SIEM tool or correlation engine to optimize detection of unusual activities and anomalies while minimizing false alerts .
- Establish a method to update collection strategies and alerting rulesets based on the analysis of incidents resulting from acceptable use, including stakeholder risk acceptance.
- Utilize findings from incidents determined to be acceptable use to improve collection strategies and alerting rulesets.

4 Respond

Repeatable **3.67**

Develop and implement appropriate activities to take action regarding a detected cybersecurity incident.

The Respond Function supports the ability to contain the impact of a potential cybersecurity incident.[6]



4.1 Category Scores

Response Planning	*Adaptive (4.50)*
Communications	*Adaptive (4.12)*
Analysis	*Risk Informed (2.25)*
Mitigation	*Repeatable (3.00)*
Improvements	*Adaptive (4.50)*

4.2 Top 3 Opportunities for Improvement

The following items are those that would have the greatest impact on the overall score. The number in parentheses shows the expected change in the Respond function's score if corrected.

1. If changes to network device configurations are detected, security personnel are not immediately alerted. (+0.45)
2. When detected, rogue access points are not disabled. (+0.3)
3. <<REDACTED>> does not have defined methods for detecting and reporting security events. (+0.075)

[6] Framework for Improving Critical Infrastructure Cybersecurity, Version 1.1 (nist.gov)

4.3 Detailed Results

4.3.1 Response Planning (RS.RP) Adaptive (4.50)

RS.RP-1: Response plan is executed during or after an incident *Adaptive (4.50)*

<<REDACTED>> has documented the procedure for declaring an incident. This is an important step in response planning as it ensures that there is a clear and defined process in place for identifying and acknowledging when an incident occurs. <<REDACTED>> can effectively initiate its response plan in a timely manner, minimizing the impact of the incident on operations and ultimately on the safety of the community it serves. This is particularly crucial for a 9-1-1 center, as any delay or confusion in declaring an incident could lead to delayed emergency response times, potentially putting lives at risk.

Recommendations

- Collaborate with relevant stakeholders like emergency responders and law enforcement to ensure that the incident declaration procedure aligns with their needs and is updated regularly.
- Familiarize personnel with the declared incident procedure and response plan through frequent training sessions and drills, enabling effective execution during actual incidents.
- Develop a protocol for communication with neighboring 9-1-1 centers, emergency management agencies, and other relevant external entities to enable coordinated response efforts in large-scale incidents or disasters.

4.3.2 Communications (RS.CO) Adaptive (4.12)

RS.CO-1: Personnel know their roles and order of operations when a response is needed *Adaptive (4.50)*

<<REDACTED>> has taken steps to ensure that personnel in the 9-1-1 center are aware of their roles and responsibilities during an incident response. The incident handling process has been documented, outlining the necessary steps to be taken when a response is needed. Additionally, the roles and responsibilities of the incident response team have been clearly defined, ensuring that each member knows their specific tasks and contributions. All events are reported in a manner that guarantees their review by a responsible member of the incident response team, ensuring that no incidents go unnoticed or unaddressed. These findings demonstrate that <<REDACTED>> has implemented measures to ensure effective communication and coordination among personnel during incident response situations, which is crucial for the mission of a 9-1-1 center.

Recommendations

- Emphasize frequent training sessions and drills to ensure personnel are proficient in the incident handling process and their specific roles. This will enhance their preparedness for various emergency scenarios.
- Regularly reassess and update the incident handling process documentation, including the roles and responsibilities of the response team, to keep it current with organizational or technological changes.
- Implement an automated incident reporting system to ensure consistent review of events by the incident response team, especially during peak times, thereby minimizing the risk of unaddressed incidents.

- Foster cross-training among response team members to broaden their understanding of different roles. This approach promotes better teamwork and adaptability during emergencies, reducing dependency on single individuals.

RS.CO-2: Incidents are reported consistent with established criteria *Repeatable (3.00)*

<<REDACTED>> has a defined criteria for what constitutes a cyber incident and has documented procedures to coordinate incident response activities with third parties such as law enforcement and forensics experts. However, there is a gap in <<REDACTED>> 's readiness as it does not have defined methods for detecting and reporting security events; as such, it may not have the necessary tools or processes in place to identify and report potential security incidents in a timely manner.

Recommendations

- Deploy IDPS to monitor network traffic for suspicious activities, enhancing the ability to detect security threats in real-time.
- Adopt SIEM tools for centralized and automated collection, analysis, and reporting of security events, streamlining the detection and response processes.
- Provide continuous education and awareness programs for staff to emphasize the importance of timely reporting of potential security incidents.

RS.CO-3: Information is shared consistent with response plans *Adaptive (4.50)*

All events in <<REDACTED>> are reported in a way that guarantees their review by a responsible member of the incident response team; this ensures that any potential incidents or emergencies are promptly addressed and appropriate actions are taken. This is crucial for ensuring that important information is not overlooked or delayed in the response process. It also demonstrates that <<REDACTED>> has a robust process in place to ensure that all relevant information is shared and reviewed by the appropriate personnel, facilitating effective incident response.

Recommendations

- Introduce a system that automates the reporting of events and ensures consistent review by the incident response team. Automation can help reduce human error and oversight, leading to a more efficient incident response.
- Ensure the system includes real-time alert functionalities to promptly notify team members of critical events, facilitating immediate action.
- Organize ongoing training and awareness sessions for all staff members to familiarize them with the new incident reporting and review procedures.

RS.CO-4: Coordination with stakeholders occurs consistent with response plans *Adaptive (4.50)*

<<REDACTED>> has documented key stakeholders that should be notified if an incident has been declared. It has also documented all relevant stakeholders that may be contacted in the event of an incident. <<REDACTED>> has procedures in place to coordinate incident response activities with both internal stakeholders and third parties such as law enforcement and forensics experts. It has documented procedures to communicate with relevant stakeholders during an incident. <<REDACTED>> requires that the results of the post-incident review are communicated to cyber governance stakeholders. <<REDACTED>> has a well-

documented and comprehensive approach to coordinating with stakeholders during incidents, ensuring effective communication and collaboration.

Recommendations

- Periodically reassess and revise the list of key stakeholders to maintain its accuracy and relevancy, ensuring that appropriate parties are promptly informed during incidents.
- Organize routine training sessions and drills for all internal stakeholders to familiarize them with incident response procedures, aiming for a unified and effective response in actual incidents.
- Set up clear channels of communication with all pertinent stakeholders, both within and outside the organization. This should include specific points of contact and preferred communication methods for efficient and timely exchanges.
- Formulate a comprehensive plan detailing the procedures and protocols for stakeholder communication during incidents. This plan should specify what information to share, the methods of dissemination, and the individuals responsible for communication tasks.

RS.CO-5: Voluntary information sharing occurs with external stakeholders to achieve broader cybersecurity situational awareness *Not Evaluated*

There is limited voluntary information sharing occurring with external stakeholders to achieve broader cybersecurity situational awareness. <<REDACTED>> primarily focuses on sharing information related to emergency response and public safety incidents but does not actively engage in sharing cybersecurity-related information with external entities. This lack of information sharing could hinder the ability to stay updated on emerging cyber threats and vulnerabilities that could impact operations. It is important for <<REDACTED>> to establish channels of communication and partnerships with relevant external stakeholders such as other 9-1-1 centers, law enforcement agencies, and cybersecurity organizations to facilitate voluntary information sharing and enhance cybersecurity situational awareness.

4.3.3 Analysis (RS.AN) Risk Informed (2.25)

RS.AN-1: Notifications from detection systems are investigated *Not Implemented (0.00)*

<<REDACTED>> has a documented process for investigating reported events. However, the notifications from detection systems are not immediately alerted to security personnel. This is concerning because timely response to security incidents is crucial to minimize the impact and mitigate potential threats. In a 9-1-1 center, where the safety and well-being of the public is of utmost importance, it is critical to have a system in place that can promptly alert security personnel to any changes or anomalies detected in the network.

Recommendations

- Set up a system that automatically notifies security personnel in real-time when changes are detected by the detection systems. This ensures prompt attention and action on potential security incidents.
- Periodically reassess and revise the documented process for investigating reported events. The updated process should reflect current best practices and include explicit guidelines for incident response, ensuring an efficient and effective approach to handling security incidents.
- Develop a mechanism to instantly alert security personnel when changes to network device configurations are detected, minimizing the response time and potential impact of such incidents.

RS.AN-2: The impact of the incident is understood *Not Evaluated*

<<REDACTED>> has a good understanding of the impact of incidents that occur within their network. It has implemented measures to assess the severity and consequences of incidents, allowing personnel to respond effectively. There are procedures in place to identify and classify incidents, which helps prioritize response efforts. Additionally, there are mechanisms to track incidents and collect data for analysis, enabling <<REDACTED>> to gain insights into the nature of incidents and their impact on operations. Overall, <<REDACTED>> has a strong grasp on the impact of incidents and is well-equipped to respond accordingly.

RS.AN-3: Forensics are performed *Not Evaluated*

Forensics are performed to analyze and investigate security incidents. The team responsible for cybersecurity conducts thorough forensic investigations to identify the root cause of security incidents and gather evidence for potential legal proceedings. <<REDACTED>> has established procedures and tools in place to collect and analyze digital evidence, such as logs, network traffic, and system artifacts. This capability is crucial as it helps in understanding the nature of security incidents, determining the extent of the impact, and taking appropriate actions to prevent similar incidents in the future. The team's commitment to performing forensics ensures that <<REDACTED>> has the necessary capabilities to investigate and respond to security incidents effectively.

RS.AN-4: Incidents are categorized consistent with response plans *Not Evaluated*

<<REDACTED>> has clearly defined response plans in place, which are used to categorize incidents based on their severity and impact. This ensures that incidents are properly handled and responded to in a timely manner. The categorization process seems to be well-documented and followed by staff, which helps in effectively managing incidents and allocating appropriate resources. This practice is crucial for <<REDACTED>> 's mission as it allows for a structured and organized response to incidents, ultimately leading to better emergency services for Will County.

RS.AN-5: Processes are established to receive, analyze, and respond to vulnerabilities disclosed to the organization from internal and external sources (e.g., internal testing, security bulletins, or security researchers) *Adaptive (4.50)*

<<REDACTED>> demonstrates a strong commitment to the analysis and response processes for vulnerabilities. It subscribes to vulnerability intelligence services and receives updates regularly, which indicates that it is actively seeking information about potential vulnerabilities. <<REDACTED>> uses this information to update its scanning capabilities and ensure that its scanning system is up to date with the latest vulnerabilities. <<REDACTED>> conducts audits to ensure that identified vulnerabilities are mitigated within the documented timeframe. This shows that there are established processes in place to respond to vulnerabilities and <<REDACTED>> is actively working toward resolving them in a timely manner.

Recommendations

- Regularly assess the effectiveness of the vulnerability intelligence services to ensure <<REDACTED>> receives accurate and up-to-date information.
- Use automated tools for efficient identification and remediation of vulnerabilities, enhancing <<REDACTED>> 's response capability and reducing exploitation risk.
- Define a well-documented process for vulnerability remediation, including guidelines for prioritizing vulnerabilities and assigning remediation responsibilities.

- Educate employees on the importance of vulnerability analysis and response, ensuring all staff understand their roles in identifying, reporting, and remediating vulnerabilities.

4.3.4 Mitigation (RS.MI) Repeatable (3.00)

RS.MI-1: Incidents are contained *Adaptive (4.50)*

<<REDACTED>> has documented the essential activities required to contain or limit damage if an incident occurs and also employs extended anti-malware protection techniques such as Data Execution Prevention (DEP), Address Space Layout Randomisation (ASLR), and virtualization/containerization. Having documented procedures to contain or limit damage in the event of an incident is crucial for a 9-1-1 center as any disruption in services can have severe consequences for public safety. Employing extended anti-malware protection techniques helps to enhance the security posture of the network and protects against advanced threats that traditional antivirus solutions may not be able to detect. These measures indicate that <<REDACTED>> is taking proactive steps to respond to incidents effectively and minimize their impact.

Recommendations

- Continuously reassess and revise response strategies to adapt to evolving threats and infrastructure changes, ensuring effectiveness and alignment with current threats.
- Regularly simulate various incident types to evaluate procedure effectiveness, identify improvement areas, and train staff in incident handling.
- Deploy sophisticated solutions for real-time detection and response to complex attacks, complementing anti-malware techniques and enhancing automated incident containment.
- Collaborate proactively with external teams like law enforcement or cybersecurity firms for expertise and support during major incidents, enabling swift and coordinated containment efforts.

RS.MI-2: Incidents are mitigated *Not Implemented (0.00)*

<<REDACTED>> does not disable rogue access points when detected. This poses a significant security risk as rogue access points can be used by attackers to gain unauthorized access to the network and potentially compromise sensitive information or disrupt critical services. On a positive note, <<REDACTED>> has deployed network-based IPS devices to complement its IDS. This is a good practice as IPS devices can actively block malicious traffic and prevent potential attacks from being successful.

Recommendations

- Implement a robust rogue access point detection and response mechanism. Regularly scan the network for unauthorized access points and take immediate action to disable or remove any rogue devices detected.
- Develop and document clear policies and procedures for reporting and responding to incidents involving rogue access points.
- Maintain network-based IPS devices with up-to-date threat intelligence and proper configuration settings.
- Regularly monitor IPS devices for any potential gaps or misconfigurations that might compromise their effectiveness.

- Perform routine testing and validation to ensure IPS devices are effectively providing the intended level of protection.

RS.MI-3: Newly identified vulnerabilities are mitigated or documented as accepted risks

Adaptive (4.50)

<<REDACTED>> has a server that is visible from the internet or an untrusted network, which is not necessary for a valid organizational purpose. This poses a significant vulnerability as it increases the risk of unauthorized access and potential exploitation by malicious actors. To mitigate this vulnerability, the server should be immediately moved to the internal network and assigned a private address. This will limit its exposure to the internet and significantly reduce the chances of unauthorized access. Documenting this change as part of the risk management process will ensure that the vulnerability has been properly addressed and any potential risks associated with it are acknowledged and accepted.

Recommendations

- Identify all servers visible from the internet or untrusted networks and evaluate their necessity for organizational purposes.
- Move servers not required to be accessible from the internet to the internal network and assign them private IP addresses.
- Apply network segmentation and establish firewall rules to limit external access to servers.
- Continuously update the list of internet-accessible servers to ensure only necessary services are exposed.
- Record all changes made to the network, including server relocations and IP reassignments, as part of risk management.
- Perform regular assessments and testing to detect new vulnerabilities and address them promptly or document as accepted risks.
- Provide continuous training to staff about maintaining a secure network environment and the risks associated with exposing servers to the internet or untrusted networks.

4.3.5 Improvements (RS.IM) Adaptive (4.50)

RS.IM-1: Response plans incorporate lessons learned *Adaptive (4.50)*

<<REDACTED>> mandates a post-incident review to be conducted on all closed incidents. The review includes key persons involved in the incident and incorporates a root-cause analysis. <<REDACTED>> has a process in place to create and update event assessment guidance materials, and the post-incident review includes recommendations for improvements to mitigation strategies. <<REDACTED>> also updates the guidance materials and resilience requirements for assets based on the lessons learned from event and incident response.

Recommendations

- Set a specific timeframe for completing post-incident reviews to ensure they are conducted promptly and recommendations are implemented swiftly.
- Create a mechanism to involve key stakeholders, including external agencies and partners, in the incident response process review, offering diverse perspectives and insights.

- Ensure that all relevant personnel are consistently informed about the latest best practices and resilience requirements through training sessions, workshops, or internal communications.

RS.IM-2: Response strategies are updated *Adaptive (4.50)*

<<REDACTED>> has a process in place to create event assessment guidance materials, as well as update these materials based on lessons learned from event and incident response. <<REDACTED>> updates the resilience requirements for assets based on the lessons learned in the incident response process. This demonstrates a proactive approach to improving incident response procedures and ensuring that <<REDACTED>> is constantly learning and adapting to new threats and vulnerabilities. These practices are crucial for the mission of a 9-1-1 center as they help to enhance the effectiveness and efficiency of emergency response operations.

Recommendations

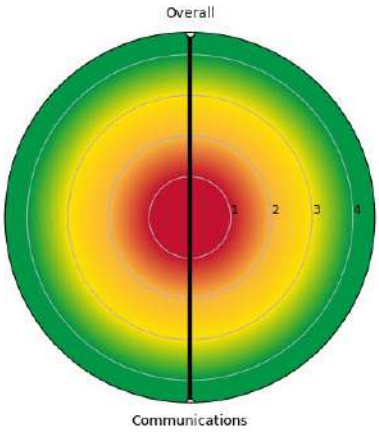
- Set a routine schedule for reviewing and updating event assessment guidance materials, ensuring they reflect the latest threats and best practices. This will provide staff with current and relevant information for incident assessment and response.
- After each incident, undertake detailed reviews to extract lessons learned and identify areas for improvement. Analyze the response process, effectiveness of guidance materials, and any identified gaps. Update guidance materials and resilience requirements based on these findings.
- Encourage ongoing learning and knowledge sharing among staff. Utilize regular training, workshops, and information sharing sessions to promote a culture of continuous evolution in incident response practices.

5 Recover

Adaptive **4.50**

Develop and implement appropriate activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity incident.

The Recover Function supports timely recovery to normal operations to reduce the impact from a cybersecurity incident.[7]



5.1 Category Scores

Recovery Planning	*Not Evaluated*
Improvements	*Not Evaluated*
Communications	*Adaptive (4.50)*

5.2 Top 5 Opportunities for Improvement

The following items are those that would have the greatest impact on the overall score. The number in parentheses shows the expected change in the Recover function's score if corrected.

1. <<REDACTED>> 's information classification scheme does not draw a distinction between regulated information and unregulated information. (+0.125)
2. <<REDACTED>> does not maintain an inventory of information in which it classifies all information in its possession. (+0.078)
3. <<REDACTED>> does not define time intervals for risk monitoring activities. (+0.061)
4. <<REDACTED>> does not develop its information security governance structure using appropriate industry standards and/or frameworks. (+0.042)
5. The information security program does not address regulatory compliance issues and the need to achieve them. (+0.042)

[7] Framework for Improving Critical Infrastructure Cybersecurity, Version 1.1 (nist.gov)

5.3 Detailed Results

5.3.1 Recovery Planning (RC.RP) Not Evaluated

RC.RP-1: Recovery plan is executed during or after a cybersecurity incident *Not Evaluated*

There is a recovery plan in place to be executed during or after a cybersecurity incident. This is crucial <<REDACTED>> 's mission as it ensures that there are established procedures and processes to follow in the event of a cybersecurity incident. It provides a roadmap for staff to recover and restore critical services, minimizing the impact of the incident on their ability to respond to emergency calls. The recovery plan outlines the steps to be taken, such as isolating affected systems, restoring backups, and implementing additional security measures to prevent future incidents. Overall, the presence of a recovery plan demonstrates <<REDACTED>> 's commitment to maintaining operational resilience and the ability to provide uninterrupted emergency services.

5.3.2 Improvements (RC.IM) Not Evaluated

RC.IM-1: Recovery plans incorporate lessons learned *Not Evaluated*

<<REDACTED>> 's plans do not adequately incorporate lessons learned from previous incidents. While there are recovery plans, they lack a comprehensive analysis of past incidents to identify areas for improvement. There is no formal process to capture and document lessons learned, which means valuable insights are not used to enhance the recovery plans. This is concerning as it could lead to recurring issues and hinder the ability to recover effectively from future incidents. It is crucial for <<REDACTED>> to address this gap and ensure that its recovery plans incorporate lessons learned.

RC.IM-2: Recovery strategies are updated *Not Evaluated*

<<REDACTED>> has established recovery strategies but they have not been updated regularly. This raises concerns about the effectiveness and relevance of the strategies in the event of a cyber incident or other disruption. It is important for <<REDACTED>> to regularly review and update its recovery strategies to ensure they align with the evolving threat landscape and changing operational requirements. This will help to enhance the ability to recover quickly and effectively from any incidents or disruptions, minimizing the impact on critical services.

5.3.3 Communications (RC.CO) Adaptive (4.50)

RC.CO-1: Public relations are managed *Not Evaluated*

The public relations aspect of communication recovery is well managed. <<REDACTED>> has established protocols and processes in place to effectively handle public relations during and after a crisis or incident. It has designated personnel responsible for managing public relations and they have a clear understanding of their roles and responsibilities. <<REDACTED>> has established communication channels with the media and other stakeholders to ensure accurate and timely information is disseminated. It also conducts regular training and exercises to prepare for potential public relations challenges. Overall, the public relations aspect of communication recovery is well addressed, ensuring effective communication with the public and maintaining trust and confidence in the 9-1-1 center's operations.

RC.CO-2: Reputation is repaired after an incident *Not Evaluated*

<<REDACTED>> does not have a process to assess the impact of incidents on its reputation, which means there is no systematic method to evaluate the reputational damage caused by incidents. <<REDACTED>> does not have a plan to repair its reputation following an incident; there is no formal strategy to rebuild and restore public trust in its services after an incident occurs. These findings are concerning as the reputation of <<REDACTED>> is crucial for maintaining public confidence and ensuring effective emergency response.

RC.CO-3: Recovery activities are communicated to internal and external stakeholders as well as executive and management teams *Adaptive (4.50)*

<<REDACTED>> has documented procedures for communicating with both employees and third parties during a disaster. This is important for the recovery activities to be effectively communicated to internal and external stakeholders, as well as executive and management teams. <<REDACTED>> has identified the mode for third party communication; this indicates that it has considered the various channels through which it can communicate with external parties in the case of a disaster. These findings demonstrate that <<REDACTED>> is proactive in ensuring that all necessary parties are informed and involved in the recovery process, which is crucial for the mission of a 9-1-1 center.

Recommendations

- Create a detailed communication plan with clear instructions and contact details for employees and third parties. Specify the modes of communication to be used during a disaster, such as email, phone calls, or messaging apps.
- Ensure all relevant stakeholders have access to the necessary communication channels and are aware of the plan's details.
- Test the effectiveness of the communication plan through regular drills and exercises. Identify areas for improvement and update the plan accordingly.
- Consider using a mass notification system that can quickly disseminate critical information to all employees and third parties in real-time. This will streamline communication during recovery situations.

Appendix A Cybersecurity Framework Overview

NIST released the CSF to provide a common organizing structure for multiple approaches to cybersecurity. It assembles today's effective standards, guidelines, and practices; serves as a flexible way to address cybersecurity, including cybersecurity's effect on physical, cyber, and people dimensions; and is applicable to any organization.

This framework focuses on using business drivers to guide cybersecurity activities and considers cybersecurity risks as part of an organization's risk management processes. It consists of three parts: Framework Core, Framework Implementation Tiers, and Framework Profile, which are described in more detail below.

The CSF publication is available free of charge from: https://doi.org/10.6028/NIST.CSWP.04162018

Framework Core

A set of standard cybersecurity activities, outcomes, and informative references.

The CSF includes five major functions, each with multiple categories. The categories contain a total of 108 subcategories.

Identify	Develop an organizational understanding to manage cybersecurity risk to systems, people, assets, data, and capabilities		
	• Asset Management • Business Environment	• Governance • Risk Assessment	• Risk Management Strategy • Supply Chain Risk Management
Protect	Develop and implement appropriate safeguards to ensure delivery of critical services		
	• Identity Management, Authentication and Access Control	• Awareness and Training • Data Security • Maintenance	• Information Protection Processes and Procedures • Protective Technology
Detect	Develop and implement appropriate activities to identify the occurrence of a cybersecurity event		
	• Anomalies and Events	• Security Continuous Monitoring	• Detection Processes
Respond	Develop and implement appropriate activities to take action regarding a detected cybersecurity incident		
	• Response Planning • Communications	• Analysis • Mitigation	• Improvements
Recover	Develop and implement appropriate activities to maintain plans for resilience and to restore any capabilities or services that were impaired due to a cybersecurity incident		
	• Recovery Planning	• Improvements	• Communications

Framework Implementation Tiers

A mechanism for organizations to view and understand the characteristics of their approach to managing cybersecurity risk, which will help in prioritizing and achieving cybersecurity objectives.

Adherence to each subcategory, category, and function is ranked against a four-tier system, shown below with examples as provided by NIST:

Tier 1 – Partial *Risk Management Process* Organizational cybersecurity risk management practices are not formalized, and risk is managed in an ad hoc and sometimes reactive manner. *Integrated Program* There is a limited awareness of cybersecurity risk at the organizational level and an organization-wide approach to managing cybersecurity risk has not been established.	Tier 2 – Risk Informed *Risk Management Process* Risk management practices are approved by management but may not be established as organizational-wide policy. *External Participation* The organization knows its role in the larger ecosystem but has not formalized its capabilities to interact and share information externally.
Tier 3 – Repeatable *Integrated Program* There is an organization-wide approach to manage cybersecurity risk. Risk-informed policies, processes, and procedures are defined, implemented as intended, and validated. *External Participation* The organization understands its dependencies and partners and receives information from these partners, enabling management decisions.	Tier 4 – Adaptive *Risk Management Process* The organization adapts its cybersecurity practices based on lessons learned and is predictive. *External Participation* The organization manages risk and actively shares information with partners to ensure that accurate, current information is being distributed and consumed before an event occurs.

Framework Profiles

Allows an organization to align and prioritize its cybersecurity activities with its business/mission requirements, risk tolerances, and resources.

As with any framework, there Is no one-size-fits-all approach. Different organizations and different sectors have different levels of acceptable risk. Organizations must weigh the cost of cybersecurity risk mitigation against their actual risk and level of acceptable risk. This evaluation occurs at a granular level.

Appendix B: MCP's Secure Halo Family of Products and the Cybersecurity Framework

MCP's Secure Halo implementation of the CSF is based on its extensive, proprietary question bank designed to probe into an organization's policies and flesh out adherence to best practices. These questions are then mapped to the relevant subcategories and implementation tiers. Through a scoring system described below, MCP provides a numerical score for each subcategory, category, and function as well as an overall score.

This score is only as accurate as the inputs provided during the assessment. These inputs are only a reflection of the policies and procedures in place. They do not reflect the adherence to these policies.

The Framework Profile is applied to the results in three ways:

1. Each of the five functions can be assigned a mathematical weight. This weight is determined during the assessment process and is already factored into this report.
2. Each question can be marked as Not Applicable (N/A) during the assessment process.
3. The overall results should be interpreted with goals. A perfect score may not be feasible or desirable.

Scoring

MCP aligned its proprietary question bank to the CSF, each with three possible answers: Yes, No, or N/A.

Some questions align with multiple subcategories. It is possible that a question may be assigned to different tiers in different subcategories.

Subcategory Scoring

Each subcategory is scored in a manner that reflects the underpinning of the first tiers. Points given by higher tiers are diminished by the ratio of the previous tiers.

$$S = \frac{T_{1_P} + \frac{T_{1_P}}{T_{1_M}}\left(T_{2_P} + \frac{T_{2_P}}{T_{2_M}}\left(T_{3_P} + \frac{T_{3_P}}{T_{3_M}} * T_{4_P}\right)\right)}{T_{1_M} + T_{2_M} + T_{3_M} + T_{4_M}} * 4.5$$

S : Subcategory Score x : Tier

T_{x_P} : Tier Score (Count of Preferred Answers)

T_{x_M}: Tier Max (Count of Applicable Questions)

Category Scoring

Each category receives only a tiered score—the average of all its subcategory tiers.

Function Scoring

Each function receives only a tiered score—the average of all its category scores.

Overall Scoring

Each organization must customize its application of the framework based on its goals. As such, each function may receive an appropriate weight before averaging to provide a single overall score.

Attachment D: Penetration Test Sample



Penetration Test

Sample Report

Prepared << DATE >>

Prepared for << CLIENT >>

MissionCriticalPartners

690 Gray's Woods Blvd. | Port Matilda, PA 16870 | 888.862.7911

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Executive Summary

<< CLIENT >> identified the need to obtain professional services to conduct an external penetration test to pinpoint open services and vulnerabilities present in hosts exposed to the internet. To this end, Mission Critical Partners, LLC (MCP) was contracted by << CLIENT >>.

MCP assessed << CLIENT >>'s security posture by performing a penetration test and vulnerability assessment of << CLIENT >>'s external facing resources and internal networks. Network layer tests determine how well a system implements common security requirements within the network environment. The method for performing network penetration testing follows the same process regardless of the attack vector being evaluated. The assessment began << DATE >>, and concluded << DATE >>. During the assessment, findings were documented and, as necessary and when available, evidence was gathered.

MCP's approach analyzes multiple layers of the security stack (see Figure 1) when determining the respective security posture. For << CLIENT >>, the availability of assets, protecting the confidentiality and integrity of the data layer as well as the availability of the endpoints are important. A defense-in-depth (DiD) approach is implemented where the perimeter, network, and endpoint all have protections built in to protect the information and availability of assets. << CLIENT >>'s weakest layer is the Windows endpoint layer (i.e., outdated Windows workstations and servers) and user policies such as the password complexity requirements.

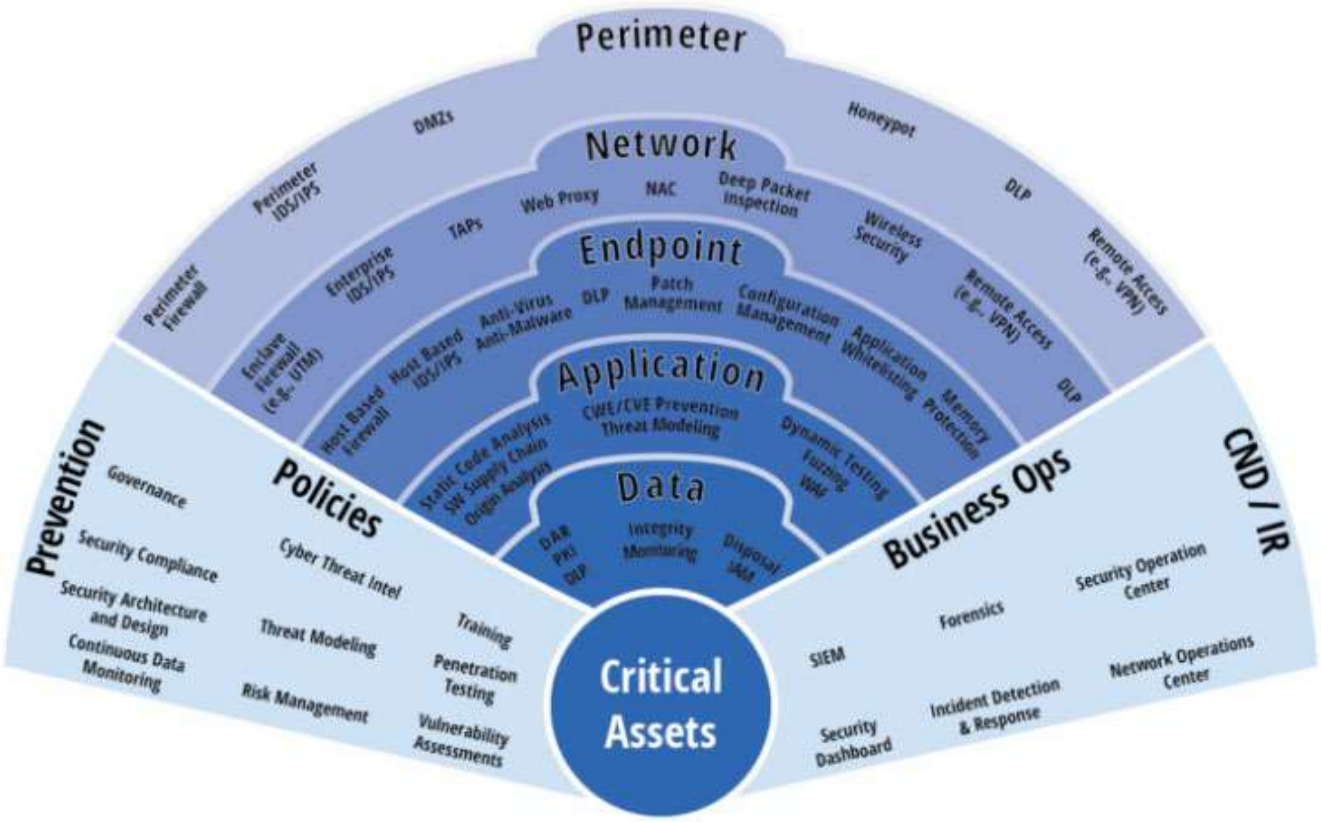


Figure 1: Security Stack Layers

MCP was able to piece together a clear picture of << CLIENT >>’s user naming schema and password complexity policies from publicly available information (e.g., documents hosted on sites and breach data that has been previously exposed). While performing internal network reconnaissance, MCP was able to capture multiple user hashes—taking advantage of the Server Message Block (SMB) protocol which allowed the use of hashes for follow on actions and other tasks such as password cracking. MCP was able to crack one hash utilizing a common wordlist and validate it by using the password derived from the hash to login to public-facing services such as the user’s Outlook, OneDrive, and Serv-U Client. This access allowed MCP to view sensitive information pertaining to << CLIENT >> projects and would provide access to phish users from an internal email account or drop a malicious document into << CLIENT >>’s OneDrive, leading to eventual account/host compromise and more, given time.

The overall security posture of << CLIENT >>'s external boundary is good. There is not much exposure and what is accessible does not provide a significant threat landscape for an attacker to take advantage of. The internal networks are properly segmented and make it difficult for an attacker to map the entire network. Threat monitoring and logging was effective and response to any alerts generated was quick (less than 48 hours).

1 Overview

1.1 Penetration Tests

External Penetration Test

An external penetration test assesses an organization's security from the outside looking in. MCP looks for publicly available information regarding the organization and attempts to leverage it to gain unauthorized access into the organization. Information found often ranges from employee names, email addresses, phone numbers, street addresses, credentials, and even public code repositories disclosing information.

If successful, testing will focus on internal access and follow a method closer to an internal penetration test.

Internal Penetration Test

An internal penetration test assesses an organization's security from the inside. This assessment focuses on discovering hosts within the network and looking for vulnerabilities, which range from misconfigurations to out-of-date software that can be exploited. The goal of an internal penetration test is to compromise the whole network.

Vulnerability Assessment

A vulnerability assessment usually assesses an organization’s security from the inside. The key difference between a vulnerability assessment and penetration test is that the vulnerabilities found will not be exploited, only reported and documented. This assessment scans every host on the network for common vulnerabilities.

1.2 Rules of Engagement

The in-scope targets are identified in Table 1.

Table 1: In-Scope Targets

Targets	Location / Type
<< REMOVED >>	External
<< REMOVED >>	External
<< REMOVED >>	External
<< REMOVED >>	Internal
<< REMOVED >>	Internal
<< REMOVED >>	Internal
<< REMOVED >>	Internal
<< REMOVED >>	Internal Network Egress

Targets	Location / Type
<< REMOVED >>	<< REMOVED >>

As part of the rules of engagement, MCP conducted the following actions:

- Scanning and enumeration
- Vulnerability assessment
- Open-source research
- Exploitation leading to access and persistence within the boundary or hosts
- Defense bypasses
- Lateral movement
- Credentialed and uncredentialed attacks as deemed safe and necessary

The out-of-scope targets are identified in Table 2.

Table 2: Out-of-scope Targets

Targets	Location / Type
<< REMOVED >>	Egress for Public Wi-Fi

MCP did not conduct distributed denial-of-service (DDoS) attacks (or any type of service denial) or phishing (or any other form of social engineering).

1.3 Methodology

MCP follows a five-phase methodology in conducting penetration tests—passive reconnaissance, active reconnaissance, analysis and vulnerability assessment, exploitation, and reporting.

1. Passive reconnaissance is conducted to gather information through purely passive means: Internet searches, review of domain name system (DNS) records, business intelligence information, and other publicly available information that may support the assessment.
2. Active reconnaissance is then conducted, with testers actively engaging with in-scope systems to gather technical information about the network and its hosts to build an operational picture of the attack surface.
3. Analysis of the information gathered during the reconnaissance phases is conducted to identify vulnerabilities which are likely to be exploitable and enable further penetration into the network, opportunities for lateral movement, or a means of privilege escalation.
4. Exploitation is attempted against any vulnerabilities identified with the goal of gaining access, moving laterally, or escalating privileges. If privileged access is gained, the test is effectively complete.
5. Reporting concludes the assessment. The information gathered during the assessment, the results of vulnerability scanning and exploitation attempts, and any relevant observations made during the

penetration test are compiled into a report with clear findings and actionable recommendations for remediation.

2 Findings

2.1 Defining Vulnerability and Risk

Vulnerabilities and weaknesses are rated with the impact levels:

Table 3: Vulnerability Definitions

Severity/Impact	Definition
Critical	Designate fixes for critical vulnerabilities of a particularly serious nature that pose a significant threat to the security posture.
High	Serious impact due to the compromise and exploitation of sensitive information or short-term stoppage of mission
Moderate	Significant impact resulting in changes to operational procedures and review of activities by management
Low	Minimal impact resulting in management dealing with the effect on efficiency and effectiveness internally
Informational	No vulnerability exists; additional information is provided regarding items noticed during testing, strong controls, and additional documentation

2.2 Risk Factors

Risk is defined by two factors—likelihood and impact.

Likelihood measures the potential of a vulnerability being exploited. Ratings are based on the difficulty of the attack, available tools, attacker skill level, and client environment.

Impact measures the potential vulnerability's effect on operations, including confidentiality, integrity, and availability of client systems and/or data, reputational harm, and financial loss.

2.3 Vulnerability Summary

Most findings originated from vulnerability scans that were run in tandem with the penetration test. Other findings were determined based on information gleaned from executing the internal and external assessments.

As SMB signing is not enabled, MCP was able to capture password hashes. One hash found was cracked using a common password wordlist—RockYou—combined with tools such as Hashcat. This allowed MCP to authenticate with different external services, ultimately exposing internal resources.

Overall, the internal network needs to have remediations applied. The external assets need minimal remediations applied.

2.4 Vulnerability Scorecard

The vulnerabilities identified during testing are assigned a score value that can be used to prioritize and evaluate risk. There is a recommendation to mitigate the risk and vulnerability depending on the severity; however, the remediations (and scores) need to be considered in relation to the overall operations and changes that may be planned for the environment.

Table 4: Vulnerability Scorecard

2	8	6	2	2
Critical	High	Medium	Low	Informational

Findings	Severity	Recommendations
Nessus	**Critical**	<< REMOVED >>
Internal – Outdated Operating Systems – Windows	**Critical**	<< REMOVED >>
Weak Password Policy	High	<< REMOVED >>
Common Passwords in Use	High	<< REMOVED >>
Sensitive File Access	High	<< REMOVED >>
SMB Signing Disabled	High	<< REMOVED >>
External – Insufficient Authentication Controls (No MFA[1])	High	<< REMOVED >>
Internal – Insufficient Patching – Veritas Backup	High	<< REMOVED >>
Internal – Insufficient Patching – Oracle Java SE	High	<< REMOVED >>
Internal – Depreciated Service – Telnet	High	<< REMOVED >>
Internal – Insufficient Patching – Apache Log4j	Medium	<< REMOVED >>

[1] Multifactor authentication

2	8	6	2	2
Critical	High	Medium	Low	Informational

Findings	Severity	Recommendations
Internal – Insufficient Patching – Google Chrome	Medium	<< REMOVED >>
Internal – Insufficient Patching – Internet Explorer	Medium	<< REMOVED >>
Insufficient Patching – Apache	Medium	<< REMOVED >>
External – Historical Account Compromises	Medium	<< REMOVED >>
External – File Server Access	Medium	<< REMOVED >>
External – Default Web Pages	Low	<< REMOVED >>
SSL[2] Certificate Issues	Low	<< REMOVED >>
Proper User Permissions	Informational	<< REMOVED >>
Strong External Perimeter	Informational	<< REMOVED >>

3 Penetration Test Details and Remediations

3.1 Nessus

Description	There were multiple findings within the internal network. These findings encompass major operating system (OS) updates, security bulletins, and more.		
Risk	**Likelihood**: Very High – The large volume of outdated systems poses a serious risk due to the number of exploitable vulnerabilities and the ease of execution of some. **Impact**: Very High – An adversary would likely be able to exploit multiple vulnerabilities to gain low-level access locally and remotely.		
Systems	<< REMOVED >> << REMOVED >>	<< REMOVED >> << REMOVED >>	<< REMOVED >>

[2] Secure Sockets Layer

Tool Used	Nessus
Reference	None

Evidence

The affected systems listed were of high importance. These systems had << # >> or more critical and high findings cumulatively. This indicates severely outdated OSs, software, and services—many of which are now considered end of life and are not supported by the vendor.

Remediation

- << REMOVED >>
- << REMOVED >>

3.2 Internal – Outdated Operating Systems – Windows

Description	Outdated Windows OSs such as Windows 7/Windows Server 2003 were discovered without proper security updates applied.
Risk	Likelihood: Very High – The large volume of outdated systems poses a serious risk due to the number of vulnerabilities and how easy they are to exploit. The volume of older OSs could allow an attacker to utilize new and old vulnerabilities to gain access, escalate privileges, or move laterally. Impact: Very High – Confidentiality, integrity, and availability of the hosts and possibly the domain could all be impacted by a threat taking advantage of these legacy OSs and their current configuration.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://msrc.microsoft.com/blog/2021/07/clarified-guidance-for-cve-2021-34527-windows-print-spooler-vulnerability/ https://learn.microsoft.com/en-us/security-updates/SecurityBulletins/2015/ms15-011 https://support.microsoft.com/en-us/topic/ms15-011-vulnerability-in-group-policy-could-allow-remote-code-execution-february-10-2015-91b4bda2-945d-455b-ebbb-01d1ec191328 https://msrc.microsoft.com/update-guide/vulnerability/CVE-2013-3900

Evidence

The most common vulnerabilities found are shown below.

<< REMOVED >>

<< REMOVED >>

Figure 2: Nessus Scan Results

Remediation

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

3.3 Weak Password Policy

Description	By default, Active Directory (AD) domain password policies set requirements for password length at seven characters with complexity enabled. The current policy set for << CLIENT >> is eight characters (as seen below) with complexity set to contain at least three of the four following options: • Uppercase (ABC) • Lowercase (abc) • Special Characters (!@#) • Numbers (123)
Risk	Likelihood: High – A threat would be able to easily perform brute force or dictionary attacks with the current account password policy. Impact: Very High – The potential exists for user accounts, including administrative accounts, to be taken over and used maliciously.
Systems	Domain users and resources
Tools Used	PowerShell, Enum4Linux, OSINT[3], Public Breach Data
References	Microsoft Password Complexity Recommendations https://www.cisa.gov/uscert/ncas/alerts/TA13-175A

Evidence

Utilizing a tool such as Enum4linux-ng to query domain hosts, as shown in Figure 3: Password Policy Enumeration

With the current password length and complexity requirements, users can set easily cracked or common passwords, leading to account compromise.

[3] Open source intelligence

Remediation

- << REMOVED >>
  - << REMOVED >>
- << REMOVED >>
  - << REMOVED >>
  - << REMOVED >>

<< REMOVED >>

3.4 Common Passwords in Use

Description	By extracting a password hash captured from network traffic, MCP was able to crack the hash and acquire the plain-text password.
Risk	Likelihood: Very High – An adversary would be able to easily obtain valid credentials or hashes from data breaches, passively sniffing network traffic, and utilizing many common wordlists that exist across the internet. Impact: Very High – Using weak or common passwords can allow an attacker credentialed access to organizational hosts, data, and other resources. Depending on the user's permission sets, they may be able to modify, copy, or destroy data. This access may allow one to move laterally through a network, gather more information from the user's mailbox, and even phish other users from the valid account.
System	Domain users
Tools Used	Hashcat, RockYou
References	10-popular-password-cracking-tools getting-net-ntlm-hases-from-windows mitre techniquesT1110/002

Evidence

Password cracking refers to the process of extracting passwords from the associated password hash utilizing tools such as Hashcat, John The Ripper, and others combined with wordlists such as RockYou for dictionary style attacks or brute force attacks. These hashes could be utilized in pass-the-hash attacks, providing threats with credentialed access to domain resources.

This is based on the internal password hash that was captured as well as the passwords that were found from historical account compromises.

<< REMOVED >>

Figure 4, or the use of PowerShell can help enumerate and provide the domain password policy.

Example: Get-ADDefaultDomainPasswordPolicy

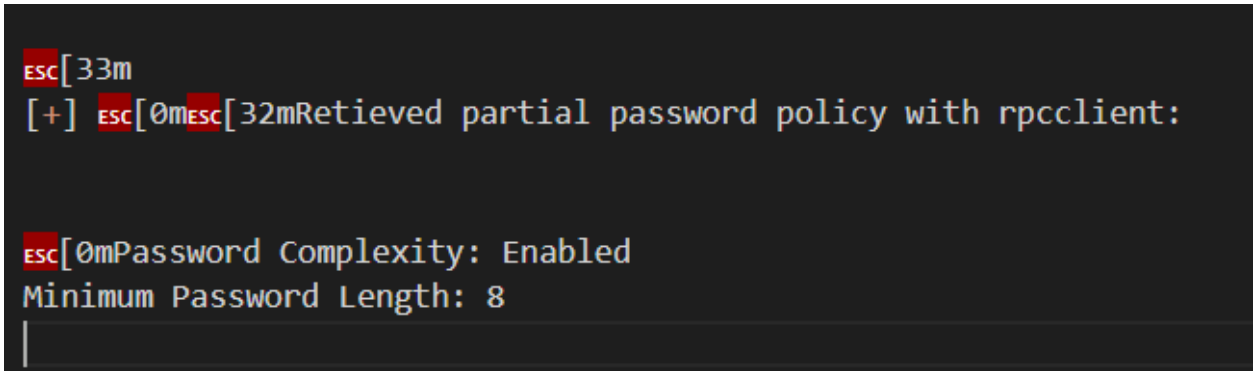


Figure 3: Password Policy Enumeration

With the current password length and complexity requirements, users can set easily cracked or common passwords, leading to account compromise.

Remediation

- << REMOVED >>
  - << REMOVED >>
- << REMOVED >>
  - << REMOVED >>
  - << REMOVED >>

<< REMOVED >>

3.5 Common Passwords in Use

Description	By extracting a password hash captured from network traffic, MCP was able to crack the hash and acquire the plain-text password.
Risk	Likelihood: Very High – An adversary would be able to easily obtain valid credentials or hashes from data breaches, passively sniffing network traffic, and utilizing many common wordlists that exist across the internet. Impact: Very High – Using weak or common passwords can allow an attacker credentialed access to organizational hosts, data, and other resources. Depending on the user's permission sets, they may be able to modify, copy, or destroy data. This access may allow one to move laterally through a network, gather more information from the user's mailbox, and even phish other users from the valid account.

System	Domain users
Tools Used	Hashcat, RockYou
References	10-popular-password-cracking-tools getting-net-ntlm-hases-from-windows mitre techniquesT1110/002

Evidence

Password cracking refers to the process of extracting passwords from the associated password hash utilizing tools such as Hashcat, John The Ripper, and others combined with wordlists such as RockYou for dictionary style attacks or brute force attacks. These hashes could be utilized in pass-the-hash attacks, providing threats with credentialed access to domain resources.

This is based on the internal password hash that was captured as well as the passwords that were found from historical account compromises.

<< REMOVED >>

Figure 4: Password Cracked with RockYou

Remediation

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

3.6 Sensitive File Access

Description	Sensitive files were discovered while accessing resources with valid user credentials.
Risk	Likelihood: High – An adversary could search through organizational resources to gain leverage for future attacks, find intellectual property to exfiltrate, or even deploy further actions such as Ransomware. Impact: High – An adversary would be able to access critical organizational information through exposed domain resources such as email or OneDrive, compromising the confidentiality, integrity, and availability of the domain's resources.
System	Domain user accounts
Tools Used	Common web browsers such as Chrome, Edge, or Firefox
References	https://learn.microsoft.com/en-us/sharepoint/use-group-policy

	https://learn.microsoft.com/en-us/azure/active-directory/fundamentals/9-secure-access-teams-sharepoint

Evidence

Screenshots of possible sensitive file access, gained when using valid users' credentials to access domain resources externally, are shown in Figure 5 through Figure 8. MCP was able to access organizational SharePoint sites, OneDrive, Outlook Web Access, contact lists, and other external resources tied to the organization's domain.

Given time, this level of access is ideal to conduct further campaigns such as phishing, deploying a malicious file within shared folders, or other attempts to have users access payloads providing further network intrusion, privilege escalation, and more.

<< REMOVED >>

Figure 5: OneDrive File Access

<< REMOVED >>

Figure 6: Teams File Access

<< REMOVED >>

Figure 7: Sensitive Files Access

<< REMOVED >>

Figure 8: External File Server Access

Remediation

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

3.7 SMB Signing Disabled

Description	Signing is not required on the remote SMB server. An unauthenticated, remote attacker can exploit this to conduct man-in-the-middle (MITM) attacks against the SMB server. This would require the threat to already have physical network access but could provide a largely passive means to capture credentials, map the network, and more.
Risk	Likelihood: High – An adversary would need to have access to the internal network and enough control to run the tools required to abuse no SMB signing.

	Impact: Very High – Depending on the duration of the attack, an adversary would be able to potentially capture an administrative password hash and quickly take over the internal network.
System	Internal network subnets
Tools Used	Responder, Impacket, tcpdump
References	https://learn.microsoft.com/en-us/previous-versions/orphan-topics/ws.11/cc731957(v=ws.11)?redirectedfrom=MSDN https://learn.microsoft.com/en-US/troubleshoot/windows-server/networking/overview-server-message-block-signing https://learn.microsoft.com/en-us/previous-versions/windows/it-pro/windows-server-2003/cc786681(v=ws.10)?redirectedfrom=MSDN

Evidence

MCP used an MITM tool such as Responder to capture hashes as SMB signing is not enabled. This tool is used to passively listen to host traffic and solicit authentication attempts from hosts and users alike. An attacker also can use the tool to capture other authentication attempts—not just via SMB—but over Hypertext Transfer Protocol (HTTP) and more.

<< REMOVED >>

Figure 9: Captured User Hash

Remediation

- << REMOVED >>
  - << REMOVED >>
  - << REMOVED >>
  - << REMOVED >>

3.8 External – Insufficient Authentication Controls (No MFA)

Description	MFA is not in place for the affected assets found.
Risk	Likelihood: Medium – Once discovered, an adversary would be able to abuse the affected hosts found and perform brute force attacks with found user accounts if there is no login attempt limit on the resources. Impact: High – This would allow the adversary to gain access to multiple resources with unimpeded access.
Systems	<< REMOVED >> << REMOVED >>
Tools Used	Burp Suite, Impacket, Hydra, CrackMapExec, Kerbrute, and Domain Password Spray.
Reference	https://support.microsoft.com/en-us/topic/what-is-multifactor-authentication-e5e39437-121c-be60-d123-eda06bddf661

Evidence

External resources were accessed with valid credentials that had no MFA protections in place.

<< REMOVED >>

Figure 10: Authenticated to Outlook

<< REMOVED >>

Figure 11: Persisting Office 365 Access

<< REMOVED >>

Figure 12: Outlook Access

Remediation

- << REMOVED >>
- << REMOVED >>

3.9 Internal – Insufficient Patching – Veritas Backup

Description	A remote data protection agent installed on the remote hosts is affected by multiple vulnerabilities.

Risk	Likelihood: High – The vulnerabilities would be discovered and attacked. Impact: High – An adversary would be able to gain remote access to the system and escalate privileges.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
Reference	https://www.veritas.com/content/support/en_US/security/VTS21-001

Evidence

The vulnerabilities affecting the host are:

- CVE-2021-27876 – Arbitrary File Access
- CVE-2021-27877 – Unauthorized User Access
- CVE-2021-27878 – Arbitrary Command Execution

These vulnerabilities could provide an attacker with access to the underlying OS as well as core file for the application and more.

Remediation

- << REMOVED >>

3.10 Internal – Insufficient Patching – Oracle Java SE

Description	The remote Windows host contains a programming platform that is affected by multiple vulnerabilities.
Risk	Likelihood: High – An adversary would need to have internal network access to take actions against the application. Impact: High – Multiple vulnerabilities affect the Oracle Java SE versions discovered, including remote code execution
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://www.oracle.com/security-alerts/cpuapr2019.html https://www.oracle.com/security-alerts/cpuapr2019.html#AppendixJAVA

Evidence

Oracle Java SE is affected by multiple vulnerabilities related to the following components:

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

Remediation

- Upgrade to Oracle JDK/JRE 12 Update 1, 11 Update 3, 8 Update 211/7 Update 221 or later.
- If necessary, remove any affected versions.

3.11 Internal – Depreciated Service – Telnet

Description	The team discovered multiple hosts using Telnet.
Risk	Likelihood: High – The service would be discovered during initial reconnaissance and can provide access to hosts remotely. Impact: High – An adversary would be able to perform an MITM attack and capture any login credentials as they are transferred in cleartext due to no encryption.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
Reference	https://www.tenable.com/plugins/nessus/42263

Evidence

Multiple instances of Telnet were discovered during the vulnerability assessment and initial reconnaissance of the internal networks. The service's existence is not a direct vulnerability but its use compounded with other vulnerabilities could provide an attacker with more ways to test access, gain valid credentials, and more.

Remediation

- << REMOVED >>
- << REMOVED >>

3.12 Internal – Insufficient Patching – Apache Log4j

Description	A package installed on the remote host is affected by a denial-of-service vulnerability.

Risk	Likelihood: Medium – An adversary would need to have internal network access. An adversary would not prioritize a denial-of-service attack. Impact: High – The attack has the potential to stop business operations and affect resource availability, but not inherently affecting the confidentiality or integrity of the system's data.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://github.com/advisories/GHSA-p6xc-xr62-6r2g https://logging.apache.org/log4j/2.x/security.html

Evidence

The affected hosts are vulnerable to DDoS attacks as well as remote code execution attacks. A threat could leverage this to disrupt operations as well as gain access to the host itself.

Remediation

- << REMOVED >>

3.13 Internal – Insufficient Patching – Google Chrome

Description	Google Chrome is out of date.
Risk	Likelihood: Medium – The Google Chrome version would be discovered during reconnaissance. Impact: Medium – Multiple vulnerabilities ranging from information disclosure to code execution affect the Google Chrome versions.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://chromereleases.googleblog.com/2022/09/stable-channel-update-for-desktop.html https://chromereleases.googleblog.com/2022/11/stable-channel-update-for-desktop_24.html https://chromereleases.googleblog.com/2022/08/stable-channel-update-for-desktop_16.html https://chromereleases.googleblog.com/2022/08/stable-channel-update-for-desktop_30.html

Evidence

The Google Chrome versions discovered are severely out of date and are susceptible to exploitation. Please review the reference links to view all vulnerabilities affecting the Google Chrome versions.

Remediation

- << REMOVED >>

3.14 Internal – Insufficient Patching – Internet Explorer

Description	The Internet Explorer installation on the remote host is missing security updates. It is, therefore, affected by multiple vulnerabilities. Microsoft no longer supports Internet Explorer, which has been replaced with the Edge browser.
Risk	Likelihood: Medium – The Internet Explorer version would be discovered during reconnaissance of the hosts. Impact: Medium – Multiple vulnerabilities affect the Internet Explorer versions discovered, including remote code execution.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://support.microsoft.com/en-us/topic/cumulative-security-update-for-internet-explorer-september-12-2017-6a12ece7-8218-a142-fbf5-07164dd2a20f https://support.microsoft.com/en-us/topic/september-12-2017-kb4038792-os-build-monthly-rollup-252e321c-4a69-aa73-f1d8-7fc7f181a012 https://support.microsoft.com/en-us/topic/september-12-2017-kb4038799-monthly-rollup-ad5c9ea5-cc8a-5965-5740-24cd9f454e7d https://support.microsoft.com/en-us/topic/september-12-2017-kb4038777-monthly-rollup-e28eff30-bbf5-0d7b-12f0-4bda3ce851dd

Evidence

The outdated versions of Internet Explorer found are vulnerable to:

- CVE-2017-8529, CVE-2017-8736 – Information Disclosure
- CVE-2017-8750, CVE-2017-8747, CVE-2017-8749, CVE-2017-8741, CVE-2017-8748 – Remote Code Execution
- CVE-2017-8733 – Spoofing

Remediation

- << REMOVED >>

3.15 Insufficient Patching – Apache

Description	The version of Apache httpd installed on the remote host is prior to 2.4.49. It is, therefore, affected by a vulnerability as referenced in the 2.4.49 changelog.
Risk	Likelihood: Medium – An adversary would have to discover the Apache version during scanning and enumeration. Impact: Medium – If the vulnerabilities are successfully exploited, Apache services would crash and stop business operations, affecting resource availability.
System	In Excel spreadsheet provided under separate cover
Tool Used	Nessus
Reference	https://httpd.apache.org/security/vulnerabilities_24.html

Evidence

The Apache versions detected are affected by multiple vulnerabilities. Please review the reference link for vulnerability information.

Remediation

- << REMOVED >>

3.16 External – Historical Account Compromises

Description	Email accounts tied to << CLIENT >> and << CLIENT >> were found on Dehashed. These included passwords that were from historical data breaches. This is a common way for attackers to begin building a wordlist for brute-forcing passwords, as well as validating the naming schema for the domain accounts to generate effective username lists for password spraying and unauthorized access attempts.
Risk	Likelihood: High – An adversary would look for historical account compromises tied to the domain to assess the organization's security posture, naming schema, and password policy. Impact: Low – A data breach that compromised accounts with valid credentials would have to be found by a malicious actor with the hopes that the passwords were not changed after the data breach occurred and when the credentials were found.
System	N/A
Tools Used	https://www.dehashed.com/search?query= https://haveibeenpwned.com

	https://intelx.io https://breachdirectory.org/
References	https://dehashed.com/search?query=<< CLIENT >> https://dehashed.com/search?query=<< CLIENT >>

Evidence

Dehashed.com was used to gather results, as well as this GitHub tool to collect the hashes/passwords more easily.

<< REMOVED >>

Figure 13: Dehashed Results for co.cal.md.us

Remediation

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

3.17 External – File Server Access

Description	MCP was able to use credentials found within the internal environment and access the external file share server.
Risk	Likelihood: Medium – An adversary would have to gain valid domain user credentials to access the resources discussed. Impact: High – A malicious PDF could be made and disguised with other files within the file share, providing further network access when opened. A threat could also compromise the integrity and confidentiality of the resources stored in the file shares if the compromised user has write access.
System	<< REMOVED >>
Tool Used	Common web browser
Reference	None

Evidence

The following was found on mft.co.cal.md.us and accessed using valid user credentials acquired by other techniques. From here, MCP was able to access sensitive information to which the user had access.

<< REMOVED >>

Figure 14: File Server Access

<< REMOVED >>

Figure 15: Demonstration of File Upload

Remediation

- << REMOVED >>
- << REMOVED >>

3.18 External – Default Web Pages

Description	Default installation web application pages are externally exposed.
Risk	Likelihood: Medium – These pages were discovered during initial reconnaissance and scanning of the external boundary.

	Impact: Low – An adversary would be able to modify attacks more effectively toward the identified hosts if a new vulnerability is released affecting the application instance or the underlying operating system.
Systems	<< REMOVED >> \<< REMOVED >> \<< REMOVED >> \<< REMOVED >> \<< REMOVED >> \<< REMOVED >>
Tools Used	Nmap[4], Wget, web browser
Reference	https://learn.microsoft.com/en-us/troubleshoot/developer/webapps/iis/www-administration-management/configure-default-document-iis

Evidence

Default web pages increase the overall attack surface and might indicate poor hygiene to an adversary. Navigate to the web pages found with a web browser as seen below.

- Listed hosts

<< REMOVED >>

Figure 16: Default Error Page for << CLIENT >>

- << REMOVED >>

<< REMOVED >>

Figure 17: Default Error Page for << CLIENT >>

Remediation

- Disable and or remove the default web pages from the hosts affected if they do not have a purpose.
  - These hosts only create a larger attack surface for the organization to monitor and defend.

[4] Network Mapper

3.19 SSL Certificate Issues

Description	SSL certificates found within the internal and external network have been discovered to have issues.
Risk	Likelihood: Low – These were discovered during initial reconnaissance. Impact: Low – An adversary would prioritize other vulnerabilities.
Systems	External - << REMOVED >> and << REMOVED >> Internal – In Excel spreadsheet provided under separate cover
Tool Used	Nessus
References	https://security.googleblog.com/2014/09/gradually-sunsetting-sha-1.html https://learn.microsoft.com/en-us/security-updates/SecurityAdvisories/2008/961509 https://sweet32.info/

Evidence

SSL certificates have been signed using a weak hash algorithm and some SSL certificates end in an unrecognized self-signed certificate.

OpenSSL has not been upgraded to the latest version.

Remediation

- << REMOVED >>
- << REMOVED >>
- << REMOVED >>

3.20 Proper User Permissions

Description	User permissions were properly applied, and network resource security protections were effective in delaying tester actions or denying access to resources altogether.
Risk	Informational
System	N/A

Evidence

Gaining remote access with valid credentials was stopped due to proper user permissions. The attacks performed used psexec, smbexec, and wmiexec, among several other remote access avenues, to no avail. These attacks require certain privileges or administrator access. Due to granular user permissions, these

attacks did not work, making it difficult to inject data or write files to remote hosts within the internal network. The granular permission sets applied via user and group permissions from the domain were effective in ensuring no one user had too much access or visibility into organizational resources.

This finding is informational—the current security controls are good and make it much more difficult for a threat that does manage to gain internal access to move laterally.

3.21 Strong External Perimeter

Description	The external perimeter was well defended
Risk	Informational
System	External hosts

Evidence

The external perimeter did not have any severe and common findings. The websites that were accessible did not use HTTP and redirected authentication tries to Hypertext Transfer Protocol Secure (HTTPS).

During external reconnaissance, subdirectories were found but were not accessible as the web addresses returned as forbidden.

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 30, 2024 **CONTRACT NO.**

SUBMITTED BY: Tom Degenhardt **DEPARTMENT: Public Works**

☐ Ordinance	☒ Resolution	☐ Presentation	☐ Public Hearing
☒ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Adopt a Resolution approving a contract in the amount of $83,142 with Custom Lighting Services, L.L.C. dba Black & McDonald, for Traffic Signal and Street Light Maintenance and Repair.

BACKGROUND/JUSTIFICATION

The City owns and maintains eleven fully signalized intersections, five flashing beacons, approximately 289 streetlights and fiber optic interconnect lines. The traffic signals are a combination of simple electric circuits and controlled by computerized components. High lift and electrical specialty equipment are required to service and repair the streetlights and signals. An electrical contractor versed in streetlights and traffic signals can more economically perform these tasks.

A Request for Proposal (RFP) was posted on the City's website on May 6, 2024, and two bids were received. Custom Lighting Services, L.L.C. dba Black & McDonald was the lowest bidder and has a favorable track record from previous projects with the City.

The department now recommends the City enter into a contract with Custom Lighting Services, L.L.C. dba Black & McDonald, for Traffic Signal and Street Light Maintenance and Repair services.

FINANCIAL IMPACT

Contractor:	Custom Lighting Services, L.L.C. dba Black & McDonald
Amount of Request/ Contract:	$83,142
Amount Budgeted:	$83,142
Budget Year:	FY23-24
Funding Source/Account #:	100-32000-530516 - $23,989 100-32000-530519 - $59,153
Account Balance:	100-32000-530516 - $12,669.12 100-32000-530519 - $80,591.72 Date: 5/30/2024
Additional Funds Needed:	$11,319.88 Budget Transfer Received
Funding Source/Account #:	100-32000-520223

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 17, 2024	September 30, 2028
Years and Months Contract in effect	**Number of times renewable**
4 Years, 3 Months	0

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Resolution with contract attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Tom Degenhardt***	Budget: ***Lori Turner***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

SUPPORTING DOCUMENTS:
(FOR CONTRACT ITEMS ONLY)

Document	Attached	If not attached, explain
Secretary of State:	☒	
Certificate of Insurance:	☒	
E-Verify Affidavits:	☒	
E-Verify proof of enrollment:	☒	
Bond:	☐	N/A
Anti-Discrimination Against Israel Act Certification (contract over $100,000)	☐	N/A
Wage Order, by reference	☒	Wage Order Number: 30
IRS Form W-9:	☒	
Bid/RFP/RFQ: (submit all)	☒	
Bid/RFP/RFQ Tabulation:	☒	
Bid Waiver: (less than three bids)	☒	
Contractor address and email:	☐	6001 Front Street Kansas City, MO 64120 jmathes@blackandmcdonald.com
Project Exemption Certificate needed:	☒	
Other:	☐	N/A

A RESOLUTION APPROVING A CONTRACT WITH CUSTOM LIGHTING SERVICES, L.L.C. DBA BLACK & MCDONALD FOR TRAFFIC SIGNAL AND STREET LIGHT MAINTENANCE AND REPAIR

WHEREAS, OSHA requirements under Section 292.675, RSMo 2009, require:

a. Any contractor for any public body for purposes of construction of public works and any subcontractor (any person entering into a subcontract with a contractor for construction of public works which employs "on-site employees" for purposes of completion of the contract) to such contractor shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OSHA program, unless such employees have previously completed the required program. All employees who have not previously completed the program are required to complete the program within sixty days of beginning work on such construction project.

b. Any employee found on a work site subject to this section without documentation of the successful completion of the required course shall be afforded twenty days to produce such documentation before being subject to removal from the project.

c. The contractor to whom the contract is awarded and any subcontractor under such contractor shall require all on-site employees to complete the above referenced ten-hour training program or such employees must hold documentation of prior completion of the program. Said contractor and subcontractor(s) shall comply with Section 292.675, RSMo 2009, in all respects as required in relation to work done pursuant to this contract.

d. The contractor shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars plus one hundred dollars for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. The penalty shall not begin to accrue until the time period referenced in subparagraphs a and b above have elapsed.

e. The public body awarding the contract shall withhold and retain therefrom all sums and amounts due and owing as a result of any violations of this section when making payments to the contractor under the contract. The contractor may withhold from any subcontractor sufficient sums to cover any penalties the public body has withheld from the contractor resulting from the subcontractor's failure to comply with the terms of this section. If the payment has been made to the subcontractor without withholding, the contractor may recover the amount of the penalty resulting from the fault of the subcontractor in an action maintained in the circuit court in the county in which the public works project is located from the subcontractor.

f. “On-site employees” are defined as laborers, workmen, drivers, equipment operators, and craftsmen employed by contractors and subcontractors to be directly engaged in construction at the site of the public works. "Directly engaged in construction" shall mean work performed in the actual erection of the structure or completion of the improvement constituting the public works. In addition, employees working at a nearby or adjacent facility used by the

contractor or subcontractor for construction of the public works shall be deemed "on-site employees." Persons engaged solely in the transportation of materials, fuel, or equipment to the site of the public works shall not be deemed to be "directly engaged in construction;" and

WHEREAS, not less than the prevailing hourly rate of wages for work of a similar character in this locality, as established and amended at any time by the Department of Labor and Industrial Relations of the State of Missouri, shall be paid to all workers performing work under this Contract; and

WHEREAS, the Public Works Department prepared specifications and secured quotations for Traffic Signal and Street Light Maintenance and Repair; and

WHEREAS, the Department received two bids and now recommends that the City award a contract to Custom Lighting Services, L.L.C. dba Black & McDonald, for work based on scope of services in the amount of $83,142.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

1. The City Administrator is hereby authorized to enter into a contract between with Custom Lighting Services, L.L.C. dba Black & McDonald, 6001 E. Front Street, Kansas City, MO 64120 for Traffic Signal and Street Light Maintenance and Repair in the amount of $83,142. A copy of the proposed Contract is attached hereto as Exhibit “A” and is incorporated herein.

Section 1. City staff is directed to perform all tasks necessary to implement said contract.

Section 2. Scrivener’s Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Resolution, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

ATTEST: Chris Lievsay, Mayor

Erin Ford, City Clerk

EFFECTIVE DATE: June 17, 2024	TERMINATION DATE: September 30, 2028	CONTRACT NUMBER:

CITY	CONTRACTOR
City of Blue Springs **903 West Main Street** **Blue Springs, MO 64015**	**Custom Lighting Services, L.L.C dba** **Black & McDonald** **6001 E. Front St.** **Kansas City, MO 64120**
Attention: Tom Degenhardt	Attention: Jennifer Mathes
Department: Public Works	Phone: (816)-410-8633
Phone: (816)-228-0195	

CONTRACTOR CONTRACT

THIS CONTRACT, made and entered into this _____ day of June 2024, by the parties identified above.

WITNESSETH:

WHEREAS, the City of Blue Springs desires to engage the Contractor to perform certain professional and technical services, construction and labor and/or provide materials and equipment as hereafter described in connection with a project more particularly described in ***Exhibit 1***; and

WHEREAS, the Contractor made certain representations and statements to the City with respect to the provision of such services and the City has accepted said proposal.

NOW, THEREFORE, for the considerations herein expressed, it is agreed by and between the City and the Contractor as follows:

1. **Services**. The City agrees to engage the services of the Contractor and the Contractor agrees to perform the services hereinafter set forth in connection with projects described in ***Exhibit 1*** in accordance with the standard of care, skill, expertise, materials, and requirements set forth in the drawings and specifications.

2. **Addition to Services**. The City may add to the Contractor services or delete therefrom activities based on unit cost as set forth in ***Exhibit 1*** or the bid document(s) associated with this contract, or by written Change Orders that may be agreed to by both the City and Contractor, provided that the total cost of such work will be added to, or deleted from, the total cost as specified in Paragraph 6 hereof. The Contractor shall undertake such changed activities only upon the direction of the City. All such directives and changes shall be in written form and prepared and approved by the Department Head for the City as related to this contract, or his designee, with approval of the City Council if required, and shall be accepted and countersigned by the Contractor.

3. **Exchange of Data**. All information, data, plans, and reports in the City's possession and necessary for the carrying out of the work, shall be furnished to the Contractor without charge, and the parties shall cooperate with each other in every way possible in carrying out the scope of services.

4. **Personnel**. The Contractor represents that Contractor will secure, at Contractor's own expense, all personnel required to perform the services called for under this contract by Contractor. Such personnel shall not be employees of or have any contractual relationship with the City except as employees of the Contractor. All of the services required hereunder will be performed by the Contractor or under Contractor's direct supervision and all personnel engaged in the work shall be fully qualified and shall be authorized under state and local law to perform such services. None of the work or services covered by this contract shall be subcontracted without the written approval of the City.

5. **Term**. The services of the Contractor shall commence as soon as practicable after the execution of this contract, unless otherwise directed in writing, and shall be undertaken and completed in such sequence as to assure their expeditious completion in the light of the purposes of the contract, but in any event, all of the services required hereunder shall be completed as set forth in the schedule for the project which is attached hereto as ***Exhibit 1***.

6. **Costs not to Exceed**. The City of Blue Springs is limited by law and its bidding and procurement process with respect to the amount of money it can pay. Therefore, the City has established a fixed sum amount, based on the bid proposal after a competitive bidding process, as described in the Maximum Payment section of ***Exhibit 1*** for this contract and Paragraph 7.b which cannot be exceeded unless this contract is amended. The Contractor shall notify the City if Contractor anticipates that the contract amount may be exceeded, in order to determine whether or not the City is prepared to increase the total compensation.

7. **Payment**.

a. **Conditioned upon acceptable performance**. Provided Contractor performs the services in the manner set forth in Paragraph 1 hereof, the City agrees to pay the Contractor in accordance with the terms set forth in ***Exhibit 1***, which shall constitute complete compensation for all services to be rendered under this contract; provided, that where payments are to be made periodically to Contractor for services rendered under this contract, the City expressly reserves the right to disapprove in whole or in part a request for payment where the services rendered during the period for which payment is claimed are not performed in a timely and satisfactory manner in accordance with the schedule and description of services set forth in ***Exhibit 1***.

b. **Total compensation not to exceed**. It is expressly understood that in no event will the total compensation and reimbursement to be paid to the Contractor under the terms of this contract exceed the sum of **$83,142** unless agreed to by City and Contractor in writing.

8. **Termination of Contract.**

a. **Termination for breach.** Failure of the Contractor to fulfill Contractor's obligations under this contract in a timely and satisfactory manner in accordance with the schedule and description of services set forth in ***Exhibit 1*** shall constitute a breach of the contract, and the City shall thereupon have the right to immediately terminate the contract. The City shall give written notice of termination to the Contractor by U.S. Postal Service Mail or by hand delivering a copy of the same to the Contractor; or may give notice by any combination of these methods. The date

of termination shall be the date upon which notice of termination is hand delivered to Contractor or the third day following mailing of the notice of termination, whichever first occurs. In the event of termination for breach, all finished or unfinished deconstruction, reconstruction, new construction, repairs, and materials as required of the Contractor under this contract shall at the option of the City become its property, and the Contractor shall be entitled to receive just and equitable compensation for any satisfactory work completed on such project; provided, that the Contractor shall not be relieved of liability to the City for damages sustained by the City by virtue of any such breach of the contract by the Contractor.

b. **Termination for Convenience.** The City shall have the right at any time by written notice to Contractor to terminate and cancel this contract, without cause, for the convenience of the City, and Contractor shall immediately stop work. In such event City shall not be liable to Contractor except for payment for actual work performed prior to such notice in an amount proportionate to the completed contract price and for the actual costs of preparations made by Contractor for the performance of the cancelled portions of the contract, including a reasonable allowance of profit applicable to the actual work performed and such preparations. Anticipatory profits and consequential damages shall not be recoverable by Contractor.

9. **Conflicts**. No salaried officer or employee of the City and no member of the City Council shall have a financial interest, direct or indirect, in this contract. A violation of this provision renders the contract void. Any federal regulations and applicable provisions in Section 105.450 *et seq*. RSMo. shall not be violated. Contractor covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services to be performed under this contract. The Contractor further covenants that in the performance of this contract no person having such interest shall be employed.

10. **Assignment**. The Contractor shall not assign any interest in this contract, and shall not transfer any interest in the same (whether by assignment or novation), without prior written consent of the City thereto. Provided, however, that claims for money due or to become due to the Contractor from the City under this contract may be assigned to a bank, trust company, or other financial institution without such approval. Notice of such assignment or transfer shall be furnished in writing promptly to the City. Any such assignment is expressly subject to all rights and remedies of the City under this contract, including the right to change or delete activities from the contract or to terminate the same as provided herein, and no such assignment shall require the City to give any notice to any such assignee of any actions which the City may take under this contract, though City will attempt to so notify any such assignee.

11. **Discrimination**. The Contractor agrees in the performance of this contract not to discriminate on the ground or because of race, creed, color, national origin or ancestry, sex, religion, handicap, age, or political opinion or affiliation, against any employee of Contractor or applicant for employment and shall include a similar provision in all subcontracts let or awarded hereunder.

12. **Occupational License**: The Contractor shall obtain and maintain an occupational license with the City of Blue Springs, Missouri, if required by City Code and any required state or federal license. The cost for this occupational license shall be borne by the Contractor. Contractor shall not purchase materials or begin work on this contract until this occupational license has been obtained.

13. **Compliance with Laws**. Contractor agrees to comply with all applicable federal, state and local laws or rules and regulations applicable to the provision of services and products

hereunder. Contractor affirmatively states that payment of all local, state, and federal taxes and assessments owed by Contractor is current.

14. **American Made Products.** Pursuant RSMo 34.353, as amended, if this contract is for more than $25,000.00, and is for the purchase or lease of manufactured goods or commodities by the City, or is a contract with the City for construction, alteration, repair, or maintenance of any public works, then any manufactured goods or commodities used or supplied in the performance of this contract or any subcontract thereto shall be manufactured or produced in the United States, unless that requirement is determined to not apply or be exempted based on the provisions in said referenced statute**.**

15. **Nonresident/Foreign Contractors**. The Contractor shall procure and maintain during the life of this contract:

a. If the Contractor is a foreign corporation, a certificate of authority to transact business in the State of Missouri from the Secretary of State, unless exempt pursuant to the provisions of Section 351.572 RSMo. (*See also,* Section 351.574 RSMo. as to consequences of failing to comply.)

b. A certificate from the Missouri Director of Revenue evidencing compliance with the transient employer financial assurance law, unless exempt pursuant to the provisions of Section 285.230 RSMo.

16. **General Independent Contractor Clause**. This contract does not create an employee/employer relationship between the parties. It is the parties' intention that the Contractor will be an independent contractor and not the City's employee for all purposes, including, but not limited to, the application of the Fair Labor Standards Act minimum wage and overtime payments, Federal Insurance Contribution Act, the Social Security Act, Missouri Prevailing Wage requirements, the Federal Unemployment Tax Act, the provisions of the Internal Revenue Code, Missouri revenue and taxation laws, Missouri workers' compensation and unemployment insurance laws. The Contractor will retain sole and absolute discretion in the judgment of the manner and means of carrying out the Contractor's activities and responsibilities hereunder. The Contractor agrees that it is a separate and independent enterprise from the public employer, that it has a full opportunity to find other business, that it has made its own investment in its business, and that it will utilize a high level of skill necessary to perform the work. This contract shall not be construed as creating any joint employment relationship between the Contractor and the City, and the City will not be liable for any obligation incurred by the Contractor, including but not limited to unpaid minimum wages and/or overtime premiums.

17. **City Benefits**. The Contractor shall not be entitled to any of the benefits established for the employees of the City nor be covered by the Worker's Compensation Program of the City.

18. **Insurance.** Contractor agrees to maintain insurance as set forth below and provide to City certificates of coverage evidencing said coverage at the time of signing of this contract and on each anniversary of such insurance coverage during the term of this contract and any renewals, which certificates, if available and possible, contains a provision that the policy will not be cancelled unless and until thirty (30) days' notice of said cancellation has been given to the City, but, in any event, the Contractor, any time after the Contract has been signed, shall notify the City of any impending cancellation, actual cancellation, termination or nonrenewal of the policy by faxing or delivering to the City a copy of the insurer's cancellation, termination or nonrenewal notice to Contractor within two (2) business days of Contractor's receipt of said notice. Contractor

shall also advise the City in writing within two (2) business days of any oral or other advisement by the insurer of any impending cancellation, actual cancellation, termination or nonrenewal of the policy. (If the City gives written permission for some of the work under this contract to be subcontracted or it is subcontracted, Contractor shall assure that the subcontractor has the insurance set forth below and that the City and Contractor are listed as an additional insured on all of subcontractor's policies):

a. Comprehensive General Liability: Minimum limit $1,000,000 combined single limit, $2,000,000 annual aggregate for bodily injury and property damage per occurrence with City named as an additional insured on the policy.

b. Comprehensive Automobile Liability: $1,000,000 combined single limit with City named as an additional insured on the policy.

c. Workers' Compensation: statutory requirements.

The provision of insurance shall not be construed, nor is intended, to be a waiver of sovereign immunity or any other defense available to City, its officers, agents or employees except to the extent insurance coverage is actually provided.

19. **Liability and Indemnity**. The parties mutually agree to the following:

a. In no event shall the City be liable to the Contractor for special, indirect, or consequential damages, except those caused by the City's gross negligence or willful or wanton misconduct arising out of or in any way connected with a breach of this contract. The maximum liability of the City shall be limited to the amount of money to be paid or received by the City under this contract.

b. The Contractor shall defend, indemnify, and hold the City and its elected or appointed officials, officers, employees and agents harmless from and against all actual claims and alleged claims and all damages, including but not limited to losses, liabilities, costs, expenses and attorney fees arising out of personal injuries, including illness or death, and damage to, or destruction of, property, which are caused by the Contractor or the Contractor's agents, employees, sub-contractors or by others for whom Contractor is liable arising out of or in any way connected with or resulting from, performance of, or failure to perform, this contract, regardless of whether or not caused in part by any act or omission of City, its elected or appointed officials, officers, employees or agents. Contractor affirms that it has had the opportunity to recover the costs of the liability insurance required in this contract in its contract price. Contractor's obligation under this contract to defend, indemnify, and hold harmless any person from that person's own negligence or wrongdoing is limited to the coverage and limits of the applicable insurance required of the Contractor under this contract.

c. The Contractor shall indemnify and hold the City harmless from all wages or overtime compensation due its employees in rendering services pursuant to this contract, including payment of reasonable attorneys' fees and costs in the defense of any claim made under the Fair Labor Standards Act or any other federal or state law.

d. The indemnification obligations of Contractor hereunder shall not be limited by any limitations as to the amount or type of damages, compensation or benefits payable by or for the Contractor, under any federal or state law, to any person asserting the claim against City, its elected or appointed officials, officers, agents and employees, for which indemnification is sought.

e. The indemnification obligations herein shall not negate, abridge or reduce in any way any additional indemnification rights of the City, its elected or appointed officials, officers, agents and employees, which are otherwise available under statute, or in law or equity.

f. This contract, and any part of it, is not intended to act as a waiver or limitation of City, or any of its officer's, agent's or employee's rights and/or defenses with regard to sovereign or any other immunity or defense under Federal Law, Missouri Law or Municipal Regulation.
.

20. **Excessive Unemployment Requirements**. Whenever there is a period of excessive unemployment in this State (Missouri), as defined by Section 290.550 RSMo., any contractor constructing or building any public works project or improvement as defined in Section 290.210 RSMo. shall employ only Missouri laborers and laborers from nonrestrictive states on such project or improvement in compliance with Sections 290.550 thru 290.580 RSMo.

21. **Payment Bond.** If this contract is estimated to exceed $50,000 and is a public works contracts which involves the erection, construction, alteration, repair or improvement of any building, road, street, public utility or other public facility owned by the City, every contractor for such work shall furnish to the City a bond with good and sufficient sureties in the amount of the contract, or such other amount fixed by the City, and such bond, among other conditions, shall be conditioned for the payment of any and all materials, incorporated, consumed or used in connection with the construction of such public work, and all insurance premiums, both for compensation, and for all other kinds of insurance, said work, and for all labor performed in such work whether by subcontractor or otherwise, such that said bond and the giving thereof, shall comply with Section 107.170 RSMo.

22. **Prevailing Wage**. If this contract is estimated to exceed $75,000 for the total project cost, not less than the prevailing hourly rate of wages for work of a similar character in this locality, as established and amended at any time by the Department of Labor and Industrial Relations of the State of Missouri, shall be paid to all workers performing work under this contract. The penalties forfeited to the City for violations of the Prevailing Wage Act for each workman employed, for each calendar day, or portion thereof, such workman is paid less than their said stipulated rates for any work done under said contract shall be one hundred dollars ($100) per worker, per day.

23. **OSHA Requirements** under Section 292.675 RSMo.

a. Any contractor for any public body for purposes of construction of public works and any subcontractor (any person entering into a subcontract with a contractor for construction of public works which employs "on-site employees" for purposes of completion of the contract) to such contractor shall provide a ten-hour Occupational Safety and Health Administration (OSHA) construction safety program for their on-site employees which includes a course in construction safety and health approved by OSHA or a similar program approved by the department which is at least as stringent as an approved OSHA program, unless such employees have previously completed the required program. All employees who have not previously completed the program are required to complete the program within sixty days of beginning work on such construction project.

b. Any employee found on a work site subject to this section without documentation of the successful completion of the required course shall be afforded twenty days to produce such documentation before being subject to removal from the project.

c. The contractor to whom the contract is awarded and any subcontractor under such contractor shall require all on-site employees to complete the above referenced ten-hour training program or such employees must hold documentation of prior completion of the program. Said contractor and subcontractor(s) shall comply with Section 292.675, RSMo., in all respects as required in relation to work done pursuant to this contract.

d. The contractor shall forfeit as a penalty to the public body on whose behalf the contract is made or awarded, two thousand five hundred dollars plus one hundred dollars for each employee employed by the contractor or subcontractor, for each calendar day, or portion thereof, such employee is employed without the required training. The penalty shall not begin to accrue until the time period referenced in subparagraphs (a) and (b) above have elapsed.

e. The public body awarding the contract shall withhold and retain therefrom all sums and amounts due and owing as a result of any violations of this section when making payments to the contractor under the contract. The contractor may withhold from any subcontractor sufficient sums to cover any penalties the public body has withheld from the contractor resulting from the subcontractor's failure to comply with the terms of this section. If the payment has been made to the subcontractor without withholding, the contractor may recover the amount of the penalty resulting from the fault of the subcontractor in an action maintained in the circuit court in the county in which the public works project is located from the subcontractor.

f. “On-site employees” are defined as laborers, workmen, drivers, equipment operators, and craftsmen employed by contractors and subcontractors to be directly engaged in construction at the site of the public works. "Directly engaged in construction" shall mean work performed in the actual erection of the structure or completion of the improvement constituting the public works. In addition, employees working at a nearby or adjacent facility used by the contractor or subcontractor for construction of the public works shall be deemed "on-site employees." Persons engaged solely in the transportation of materials, fuel, or equipment to the site of the public works shall not be deemed to be "directly engaged in construction.”

24. **Enrollment in Work Authorization Program and Affidavit Concerning Employment of Unauthorized Aliens.** If this contract, awarded to a business entity, is in excess of five thousand dollars, the business entity, and any subcontractors of the business entity, shall, by sworn affidavit and provision of documentation, affirm its or their enrollment and participation in a federal work authorization program with respect to the employees working in connection with the contracted services. (*Note: If the contract is not in excess of five thousand dollars, this provision does not apply and the affidavit need not be signed.*) Every such business entity, and any subcontractors of the business entity, shall also affirm by the affidavit that it does not knowingly employ any person who is an unauthorized alien in connection with the contracted services. A subcontractor shall provide similar affidavit and documentation to the Contractor at the time the subcontractor is hired pursuant to Section 15 CSR 60-15.020. A federal work authorization program is any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L.99-603. *A business entity is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term business entity shall include but not be limited to self-employed individuals (except it shall not include a*

self-employed individual with no employees), partnerships, corporations, contractors, and subcontractors.

The following Affidavit shall be used by the Contractor and any subcontractors that are required to sign:

Work Authorization Affidavit

STATE OF MISSOURI)
) ss.
COUNTY OF _____)

As used in this Affidavit, the following terms shall have the following meanings:

EMPLOYEE: Any person performing work or service of any kind or character for hire within the State of Missouri.

FEDERAL WORK AUTHORIZATION PROGRAM: Any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or an equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, under the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603.

KNOWINGLY: A person acts knowingly or with knowledge, (a) with respect to the person's conduct or to attendant circumstances when the person is aware of the nature of the person's conduct or that those circumstances exist; or (b) with respect to a result of the person's conduct when the person is aware that the person's conduct is practically certain to cause that result.

UNAUTHORIZED ALIEN: An alien who does not have the legal right or authorization under federal law to work in the United States, as defined in 8 U.S.C. 1324a(h)(3).

BEFORE ME, the undersigned authority, personally appeared _____, who, being duly sworn, states on his oath or affirmation as follows:

1. My name is _____ and I am currently the _____ of _____ (hereinafter "Company"), whose business address is _____, and I am authorized to make this Affidavit.

2. I am of sound mind and capable of making this Affidavit and am personally acquainted with the facts stated herein.

3. Company is enrolled in and participates in a federal work authorization program with respect to the employees working in connection with the contracted Project Services.

4. Company does not knowingly employ any person who is an unauthorized alien in connection with the contracted services set forth above.

_____ _____
Affiant / Contractor Printed Name

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

_____
SEAL Notary Public

25. **Anti-Discrimination Against Israel Act.** Pursuant to Section 34.600, RSMo, Advisor agrees to comply with Missouri law regarding the Anti- Discrimination Against Israel Act, and execution of this Superseding Addendum constitutes Advisor's certification of compliance with the Anti- Discrimination Against Israel Act, including that it is not currently engaged in, and shall not, for the duration of the Agreement, engage in a boycott of goods or services from the State of Israel; companies doing business in, or with, Israel companies authorized by, licensed by, or organized under, the laws of the State of Israel; or persons or entities doing business in the State of Israel. This section shall not apply to contracts with a total potential value of less than one hundred thousand dollars or to contractors with fewer than ten employees.

26. **Notices**. All notices required or permitted under this contract are required to be in writing and may be given by first class mail addressed to City or Contractor at the addresses shown above or by hand delivering a copy of the same to the City or Contractor or may be given by any combination of these methods. The date of delivery of any notice given by mail shall be the date falling on the third day after the day of its mailing.

27. **Jurisdiction**. This contract and every question arising hereunder shall be construed or determined according to the laws of the State of Missouri. Should any part of this contract be litigated, venue shall be proper only in the Circuit Court of Jackson County, Missouri at Independence.

28. **Entire Contract**. This contract contains the entire contract of the parties. No modification, amendment, or waiver of any of the provisions of this contract shall be effective unless in writing specifically referring hereto and signed by both parties.

IN WITNESS WHEREOF, the parties hereto have set their hands and seals on the day and year herein stated.

CONTRACTOR: CUSTOM LIGHTING SERVICES, L.L.C. DBA BLACK & MCDONALD

By:_____

Name:_____

Title: _____

CITY OF BLUE SPRINGS, MISSOURI

_____

Christine Cates, City Administrator

APPROVED AS TO FORM

_____

John Mullane, Interim City Attorney

Exhibit 1 to Contract

Scope of Work

Name of Contractor	Custom Lighting Services, L.L.C. dba Black & McDonald	
Scope of Work (Job Description)	Traffic signal/street light maintenance and repair, including: • Annual inspection and cleaning of the control cabinets • Annual replacement of the air filters • Annual check of the controllers operation • Annual check of the controller and detection equipment • Annual check of the Opticom equipment • Annual cleaning of camera lenses (soap & water only) • Annual proof testing of all features associated with each intersection complete with documentation Emergency repairs include, but are not limited to full signal outages, signals that will not reset from flash mode, and inoperable protected or protected/permissive indications. Response to the site within 2 hours of notification is required for emergency repairs. Defective light bulbs or LED's for an unprotected movement shall constitute a non-emergency response within 48 hours of notification. The selected contractor also agrees to maintain the following parts in inventory: • Nema Style Controller (The City uses Econolite ASC2 & 3 and Eagle EPAC 300 controllers) • Nema Style Conflict Monitor and Card • Magnetic Loop Detector Cards and Rack • Model 200 Load Switches • Model 204 Flashers • Buss interface units • Autoscope Video Detection Camera and associated cabinet equipment • 12" Red, Yellow, Green, and corresponding Arrow LED's • Replacement Signal Heads • Surge Protectors and related hardware Attachments: 1) Prevailing Wage Order #30, by reference.	
Start Date	June 17, 2024	
Interim Deadlines (if applicable)	**Date** **N/A**	**Phase of Project To Be Completed**

Final Completion Deadline	September 30, 2028	
Reimbursable Expenses	☒ None ☐ Travel, Lodging, Meals, Phone Calls, Copying, Postage	
Maximum Payment	$83,142	Maximum payment for services rendered
	N/A	Maximum amount of expenses to be reimbursed
	$83,142	Total maximum amount to be paid to Contractor
Method of Payment	☐ Lump sum of entire amount upon satisfactory completion of project ☐ Monthly payments based on rate of $_____ per hour ☒ Incremental payments as follows: Per Invoice ☐ ____% retainage held until completion of project.	

CITY OF BLUE SPRINGS, MISSOURI

CITY COUNCIL
June 17, 2024

EXHIBITS FOR PUBLIC HEARING

LIFE UNLIMITED CONDITIONAL USE PERMIT (CUP-04-24-9126)

EXHIBIT #1 City Council Information Form dated June 11, 2024 with the following attachments: Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference) and Bill approving the Conditional Use Permit

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 11, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☒ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

The Applicant, Kathy Warman of Warman Architecture + Design, has submitted a Planning Application on behalf of the property owner, UMB Bank, N.A., for consideration of a Conditional Use Permit (CUP-04-24-9126) for a Commercial Daycare Life Unlimited at the former UMB Bank property located at 3500 NW South Outer Road. Upon conclusion of the public hearing, a Bill approving the Conditional Use Permit will be ready for introduction and readings.

BACKGROUND/JUSTIFICATION

The applicant is proposing a Commercial Daycare land use for the former UMB Bank property, which has been vacant for more than a year. The applicant intends to make minor improvements to the property, which include a new client drop-off area under the existing drive-up window canopy, a fenced-in outside recreation area, and will be removing the non-conforming pylon sign, drive-up ATM lane and canopy in the northwest corner of the parking lot, and the existing islands and equipment under the drive-up window canopy on the south side of the building.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 18, 2024	N/A

STAFF RECOMMENDATION

Staff recommends approval of the Conditional Use Permit application subject to the following three conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirements or development standard contained in the UDC.
2. Prior to issuance of a business license, the non-conforming pylon sign shall be removed from the property, or a Master Sign Permit shall be approved to allow the sign to remain.
3. The Conditional Use Permit allows the "*Daycare, Commercial"* land use to be allowed in accordance with the Special Use Standards Section 405.050 (8) at the property addressed 3500 NW South Outer Road.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	June 10, 2024
Action:	1. Recommended approval of the Conditional Use Permit with three (3) conditions by a vote of 6-0

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference).
2. Bill approving the Conditional Use Permit

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: June 10, 2024 City Council: June 17, 2024
Project Name:	***Life Unlimited***
Site Location:	3500 NW South Outer Road
Project Request:	CUP-04-24-9126; Conditional Use Permit with Alternative Development Standards to allow for a Daycare, Commerical land use in a "GB" General Business Zoning District

Applicant: Kathleen Warman | Warman Architecture + Design
Property Owner: UMB Bank, N.A.
Staff Planner: Dave McCumber | Development Review Manager

Project Description: The applicant is requesting a Conditional Use Permit (CUP) to operate an Adult Daycare business (Daycare, Commercial) business, Life Unlimited, at the address listed above. The property was formerly occupied by UMB Bank has been vacant since February 2022.

Improvements on the property include a new client drop off and pick up area and door under the canopy of the former teller drive up window and a 4-ft. wrought iron style flat top fence for an outdoor recreation area. The ATM and other equipment under the canopy will be removed.

Staff Recommendation: Staff recommends approval of the Conditional Use Permit with conditions, which are identified at the end of this report.

Previous Actions: Staff was unable to find any record of cases on the property outside of a building permit from 2004 to expand the parking lot of the former UMB.

Future Applications: **Building Permits will be required to be approved administratively if the Conditional Use Permit is approved. A Sign Permit will be required for any exterior signage.**

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"GB" General Business and "RC" Regional Commercial	(Hotel) across I-70
South:	"GB" General Business	Outdoor Sales and Service, Equipment
East:	"RC" Regional Commercial	Outdoor Sales and Service, Equipment
West:	"GB" General Business	(Restaurant, General) across South Outer Road

CONDITIONAL USE PERMIT ANALYSIS

A Conditional Use Permit (CUP) provides flexibility for different uses within a zoning district and allows the potential for additional uses that due to their varying design and operational characteristics of the use or due to conditions in the area are not generally appropriate in that district but require a case-specific review to determine the compatibility in a specific context and location.

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #1

Preservation: The site is currently developed with a vacant bank building and drive thru canopy. The applicant is not requesting to significantly modify it further.

Phasing: There is no further development proposed at this time

Streets & Sidewalks: The site has two (2) drive accesses along NW South Outer Road. There is no public sidewalk along NW South Outer Road and this request is not proposing to modify the site further, thus requiring a sidewalk will not be necessary.

Traffic: A traffic memo was provided with this application and found that the number of trips generated to and from the site will be about half of the number of trips that the former UMB generated daily.

Stormwater: There is no development with the CUP; therefore, it does not impact existing stormwater runoff, however, if the impervious surface area on the site increases in the future, a stormwater study will be required.

Sanitary Sewer: There are no expected impacts on the sanitary sewer system since no additional development is proposed.

Open Space: The existing site will remain unchanged.

Land Use: The proposed land use, Day Care, Commercial, is allowed in the "GB" General Business zoning district with the approval of a CUP. This land use is defined in the UDC as:

> *A business that provides care, protection, and supervision of individuals away from their primary residence in a commercial service or institutional setting.*

Special Use Standards: Per UDC Section 405.050(8)(c) the following regulations shall apply to all Day Care, Commercial land uses:

1. State Licensing. Commercial day care uses shall be licensed by the State of Missouri and shall meet all City, County and State Health Department requirements pertaining to facilities, equipment and other features.
2. Occupational License. An occupational license shall be required prior to the establishment of a commercial day care.
3. Vehicle Drop-Off Area. A loading zone capable of holding one (1) car per ten (10) licensed occupants shall be provided in addition to the required parking area, in order to provide for easy pickup and discharge of passengers.

Building Typology: The existing commercial building is classified as a General Commercial building type in the UDC. Items highlighted indicate a legal non-conforming feature of the property.

General Commercial Building		
Lot Size	Frontage width	75 feet minimum
	Area	N/A

Setbacks	Front	0 feet to 10 feet when fronting on a designated activity street; in all other cases: 20 feet in NB district; 25 feet in SO and GB Districts
	Side	0 feet if party wall is used; in all other cases: 10 feet in NB and SO District; 20 feet minimum in GB and RC Districts
	Corner side	0 feet to 10 feet on activity streets when the first 30 feet of building frontage on the side street is designed to meet the standards of the front facade; in all other cases: 25 feet
	Rear	25 feet minimum, except 0 feet minimum for alley-loaded lots
Height		45 feet maximum in NB district; 60 feet maximum in SO, GB, and SO Districts
Frontage Type		Buffer edge; on activity streets, 1 of the other eligible frontage types is required
Design and Performance Standards		Building coverage = 65% maximum Non-residential design standards in Section 407.090 shall apply to all applications of this building type.

Parking: Vehicular parking is required and proposed as follows:

Land Use	Required	Provided
Daycare, Commercial	1 per employee, plus 1 per 10 pupils	37 spaces

Required Stall Dimensions	Required Aisle Dimensions	Proposed Stall Dimensions	Proposed Aisle Dimensions
9.5 X 18.5’	25’	9.5’ X 18.5’	25’

Bike parking is required and proposed as follows:

Land Use	Required	Provided
Institutional	2	2

Pedestrian Access: Currently, the site meets the requirements of the Development Code for Pedestrian Access.

Architectural Character: The site includes one (1) building the was formerly used as a bank.

Frontage & Landscaping: The applicant is moving into the existing building on the site and is requesting to waive the requirement.

Signage: A non-conforming pylon sign exists on the site and will be required to be removed prior to a business license being issued. Any signs will be reviewed through an Administrative Sign Permit so long as they meet the Sign Code, otherwise, a Master Sign Plan may be required.

Modifications Requested: There are no proposed modifications.

Review Criteria: *A Conditional Use Permit shall be reviewed according to the following criteria:*

1. The application furthers the intent of the proposed zoning district and supports that of any abutting districts.

   STAFF RESPONSE: The application attempts to bring the business in conformance with the Unified Development Code (UDC). It both supports the existing zoning of the property and the abutting districts.

2. Compliance of any proposed development with the requirements of this Development Code.

   STAFF RESPONSE: No additional development is being proposed. The existing building & site are being reused with no significant site improvements.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this Development Code and the intent or design objectives of any applicable Subsections of this Development Code.

   STAFF RESPONSE: The parking lot will be required to be striped prior to an approved business license.

4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.

   STAFF RESPONSE: Staff does believe that the land use will have a negative impact on the public realm.

5. The adequacy of drainage, utilities, and other public facilities.

   STAFF RESPONSE: Utilities and drainage structures exist at and near this site. There are no proposed changes or additions, and the existing facilities will be able to handle the proposed demand.

6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.

   STAFF RESPONSE: This is an existing developed site with no substantial modifications being proposed, therefore should continue to be compatible with the area.

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

   STAFF RESPONSE: The proposed use is compatible in nature with the existing uses of neighboring properties. Staff does not foresee negative impacts on adjacent properties.

8. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

   STAFF RESPONSE: The proposed application will not prevent neighboring properties from being developed as required by the Unified Development Code.

9. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

   STAFF RESPONSE: The long-range plans for this site and area are not negatively impacted.

10. The recommendations of professional staff.

    STAFF RESPONSE: Staff recommends approval of the Conditional Use Permit with conditions listed below.

Findings of fact identifying and evaluating all factors relevant to the application shall be made part of the public record. Approval shall be subject to those specific facts and any additional conditions made as part of the review and approval. Any amendment to a conditional use permit shall require the same process as the original approval.

STAFF RECOMMENDATION:

Staff recommends approval of the Conditional Use Permit application subject to the following conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirements or development standard contained in the UDC.
2. Prior to issuance of a business license, the non-conforming pylon sign shall be removed from the property.
3. The Conditional Use Permit allows the "*Daycare, Commercial"* land use to be allowed in accordance with the Special Use Standards Section 405.050 (8) at the property addressed 3500 NW South Outer Road.

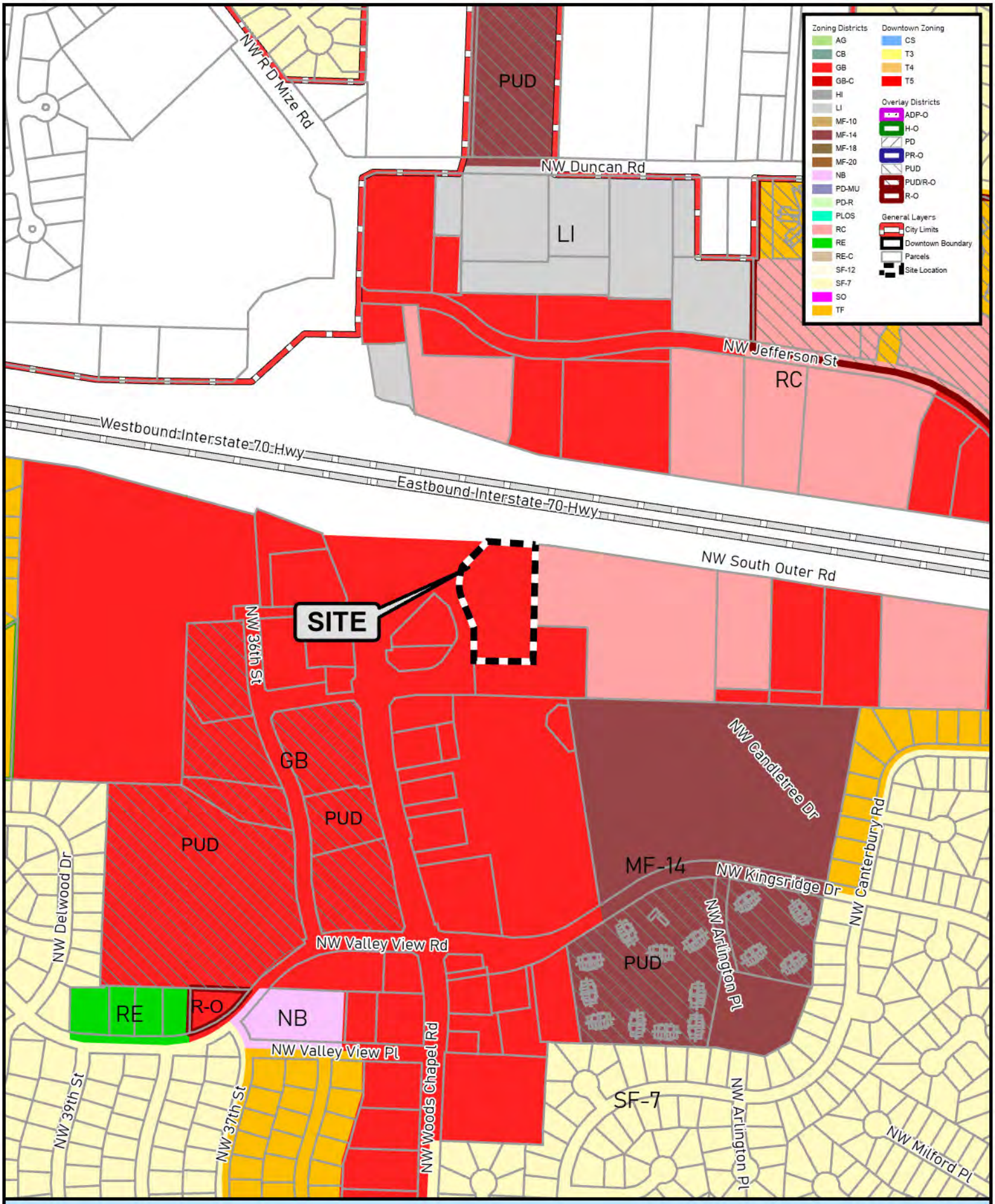


The City of Blue Springs Missouri

CUP-04-24-9126
PARCEL # 35-510-06-15-00-0-00-000
AERIAL LOCATION MAP

N

1 inch = 450 feet
Date: 4/29/2024



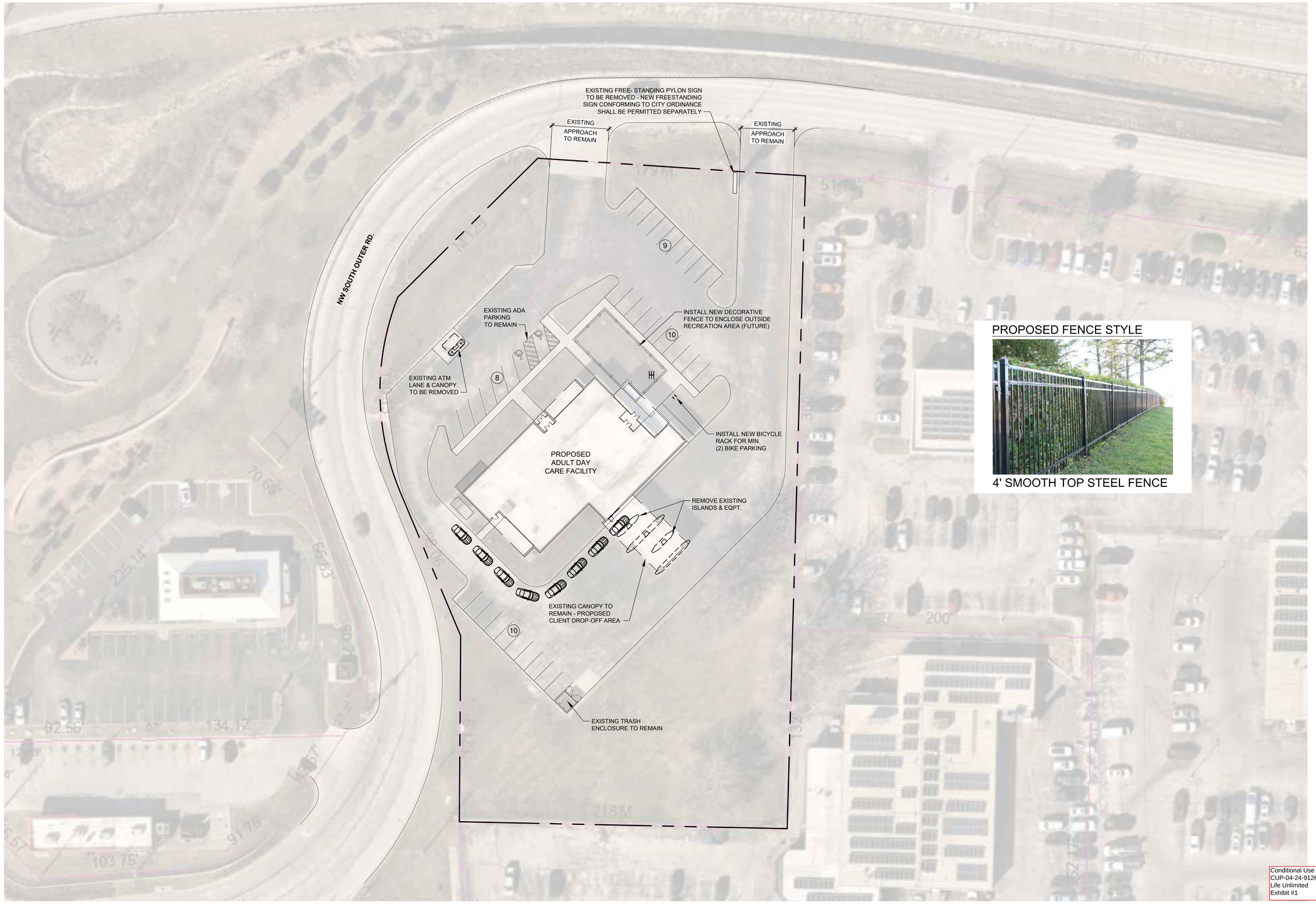
The City of Blue Springs Missouri

CUP-04-24-9126
PARCEL # 35-510-06-15-00-0-00-000
SITE LOCATION MAP

N

1 inch = 450 feet

Date: 4/29/2024



PROPOSED FENCE STYLE

4' SMOOTH TOP STEEL FENCE

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #1

Received
06/04/2024

NOTE:

TOTAL PARKING = 37

A1 PRELIMINARY ARCHITECTURAL SITE PLAN
SCALE: 1" = 30'-0"

NORTH

30' 0 30' 60'
SCALE: 1" = 30' - 0"

WARMAN ARCHITECTURE+DESIGN
1735 SWIFT AVE.
NORTH KANSAS CITY, MISSOURI 64116
V. 816.474.2233 F. 816.474.1051
Missouri State Certificate of Authority #ARC 000745

KATHLEEN ANN WARMAN - ARCHITECT
MO # A-5819

ADULT DAY CARE BUILDING REMODEL
3500 NW SOUTH OUTER RD.
BLUE SPRINGS, MO 64015

PRELIMINARY ARCHITECTURAL SITE PLAN

LIFE UNLIMITED INC.
320 ARMOUR RD.
NORTH KANSAS CITY, MO 64116

REVISIONS			
#	BY	DATE	SOURCE

DATE: 05.13.2024
DESIGNED BY: KAW
DRAWN BY: cdt
APPROVED BY: KAW

SHEET NUMBER
AS-1a

JOB NUMBER
6084-24

The City of Blue Springs

Planning Application

903 W Main Street, Blue Springs, MO | 816-228-0207
developmentsubmittals@bluespringsgov.com

OFFICE USE ONLY – *Updated 10-13-2020*	
CASE #:	CUP-04-24-9126
PC MEETING:	6/10/2024
CC MEETING:	6/17/2024
BOA MEETING:	n/a
NEWSPAPER:	5/25/2024
NOTICE LETTERS:	5/24/2024
PLANNER:	Dave McCumber

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

Life Unlimited Adult Day Care Facility
Project Name

3500 NW South Outer Rd
Project Address (Parcel ID if No Address Assigned or Multiple Addresses)

Legal Description (attach as a separate page if too large)

Existing Zoning	Existing Land Use	Proposed Zoning	Proposed Land Use	Total Acreage	# of Proposed Lots
GB	Bank (closed)	GB	Adult Day Care Facility		

APPLICATION (*check all that apply*)

LAND USE
- ☒ Conditional Use
- ☐ Rezoning
- ☐ General Development Plan

LAND SUBDIVISION
- ☐ Preliminary Plat
- ☐ Final Plat
- ☐ Administrative Plat

MASTER PLANS
- ☐ PD Concept Plan
- ☐ PD Final Plan
- ☐ PUD Concept Plan-Amended
- ☐ PUD Final Plan
- ☐ PRO Concept Plan-Amended
- ☐ PRO Final Plan
- ☐ Redevelopment Modification Plan

SITE DEVELOPMENT
- ☐ Appearance Review
- ☒ Site Plan/Design Review (SPDR)
- ☐ PD Final Plan / SPDR
- ☐ PUD Final Plan / SPDR
- ☐ Administrative SPDR

SIGNAGE
- ☐ Master Sign Plan
- ☐ Administrative Sign Plan
- ☐ Appeal for Minor Sign Adjustment

OTHERS
- ☐ Vacation
- ☐ Variance
- ☐ Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant	Company	Phone	Email Address
Kathleen Warman	[K] Warman Architecture + Design	816 474-2233	kathy@kwarman.com

Address	City	State	Zip Code
1735 Swift St.	N. Kansas City	MO	64116

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 web site as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all UDC requirements unless specifically stated otherwise in an attached letter. 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 Kathleen Warman (AGENT FOR LIFE UNLIMITED) — 4/25/24
Applicant Signature — Date

UMB Bank, N.A.
Name of Property Owner

Phone	Email Address

Address	City	State	Zip Code
1010 Grand Blvd.	Kansas City	MO	64106

I declare, 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 herewith submitted are, to the best of my knowledge and belief, true and correct. In the event of corporate ownership, all Directors, Officers, Stockholders of each Corporation owning more than five percent (5%) of any class of stock is listed in an attached letter. With the signing and submittal of this application, I authorize the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by City Council, Boards & Commissions, 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 [signature] — 4/25/24
Property Owner Signature — Date

Received
04/25/2024

REQUIRED DOCUMENTS CHECKLIST FOR ALL APPLICATIONS			
	REQUIREMENT	DESCRIPTION	NUMBER
☑	**Project Location Information**	Complete 1st page of this Application	
☐	**Legal Description** *(digital copy required for public hearings only)*	One 8.5" x 11" copy & a digital copy in Microsoft Word format emailed to comdevlegal@bluespringsgov.com	
☑	**Plans Set Sealed by the Proper Entity Registered in the State of Missouri**	Full plans set folded & collated; See Guidebook for plans set requirements	Varies
		Reduced set of full plans set on 8.5" x 11"	1 set
☐	**Other Required Documents**	Other Required Documents such as Stormwater Study; Traffic Study; etc. on 8.5"x11"	2 sets
☐	**Application Specific Requirements Checklist**	Attach applicable pages from the Guidebook.	
☐	**Other Required Information**	See UDC Chapter 403 (Development Review Procedures) for any other required information. For Signage requirements, see Chapter 501 (Sign Code).	

PROJECT DESCRIPTION:

Convert the existing building at the referenced address (formally a United Missouri Bank branch) to an adult day care facility owned and operated by Life Unlimited, Inc.

Received
04/25/2024

CONTACT INFORMATION SHEET

PROJECT LEAD

Name	Company Name		
Kathleen Warman	[K] Warman Architecture + Design		
Address	**City**	**State**	**Zip**
1735 Swift	N. Kansas City	MO	64116
Email	**Phone**	**Fax**	
kathy@kwarman.com	816 474-2233		

DEVELOPER

Name	Company Name		
Mark Bertrand	Life Unlimited, Inc.		
Address	**City**	**State**	**Zip**
320 Armour Rd.	N. Kansas City	MO	64116
Email	**Phone**	**Fax**	
mbertrand@luinc.org	816 588-6724		

ENGINEER

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

ARCHITECT

Name	Company Name		
Kathleen Warman	[K] Warman Architecture + Design		
Address	**City**	**State**	**Zip**
1735 Swift	N. Kansas City	MO	64116
Email	**Phone**	**Fax**	
kathy@kwarman.com	816 474-2233		

SURVEYOR

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

LANDSCAPE ARCHITECT

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

ATTORNEY

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

OTHER CONTACT

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

Received
04/25/2024

THE EXAMINER

AFFIDAVIT OF PUBLICATION: #2318320

STATE OF MISSOURI, COUNTY OF JACKSON, SS:

Shalon Hartle

I, Shalon Hartle, of lawful age, being duly sworn upon oath, deposes and says that I am the Authorized Agent of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

May. 25, 2024

Shalon Hartle
Authorized Agent

Leanne Kaufenberg
Notary, State of MN, County of Redwood
Commission expires January 31, 2025

Printer's Fee: $122.89

LEANNE JOY KAUFENBERG
Notary Public
State of Minnesota
My Commission Expires
January 31, 2025

PUBLIC NOTICE

Conditional Use Permit
CUP-04-24-9126
"Life Unlimited"
3500 NW South Outer Road
Parcel #:
35-510-06-15-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Kathleen Warman of Warman Architecture + Design, on behalf of the property owner, UMB Bank, N.A., for a Conditional Use Permit on approximately 2.42 +/- acres of property located at 3500 NW South Outer Road for a Daycare, Commercial land use. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

SEC-26 TWP-49 RNG-31---PT NE 1/4 DAF: BEG SW COR NE 1/4 TH S 88 DEG 13 MIN 39 SEC E 53.21'TH N 03 DEG 55 MIN 54 SEC W 102.05' TH N 62 DEG 04 MIN 57 SEC E 54.95' TO TRU POB TH N 00DEG 03 MIN 28 SEC E: 121.9' TH N 22 DEG 39 MIN 01 SEC W 98.06' TH NWLY ALG CURV RI RAD 165'ARC DST 140.13' TH NELY 129' MOL TH ELY 179' MOL TH SLY 432' MOL TH WLY 218' MOL TO TRUPOB

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber
Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

Life Un

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #3

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, May 25, 2024

2318320

FEE CALCULATION TABLE

	APPLICATION	FEE		TOTAL
	ANNEXATION			
ANNX	Annexation	$468 + Public Hearing[1]		$
DEAX	De-Annexation	$468 + Public Hearing[1]		$
	LAND USE			
CUP	Conditional Use	$468 + Public Hearing[1]		$
RZ	Rezoning	$468 + Public Hearing[1]		$
	General Development Plan	$0 + Public Hearing[1]		$
	LAND SUBDIVISION			
PP	Plat – Preliminary	$440 + $4 per lot	#_____ lot(s)	$
PF	Plat – Final	$270 + $2 per lot	#_____ lot(s)	$
MSP	Minor Subdivision Plat	$110		$
MLLA	Minor Lot Line Adjustment	$110		$
	MASTER DEVELOPMENT PLANS			
PDC	PD Concept Plan	$506 + $22 per acre + Public Hearing[1]	#_____ acre(s)	$
PDF	PD Final Plan	$275		$
PUDC	Amended PUD Concept Plan	$506 + 22 per acre + Public Hearing[1]	#_____ acre(s)	$
PUDF	PUD Final Plan	$242		$
PROC	Amended PR-O Concept Plan	$506 + 22 per acre + Public Hearing[1]	#_____ acre(s)	$
PROF	PR-O Final Plan	$242		$
RMP	Redevelopment Modification Plan	$605 + Public Hearing[1]		$
	SITE DEVELOPMENT			
AR	Appearance Review	$242		$
SPDR	Site Plan / Design Review (SPDR)	$605		$
ASPDR	Administrative SPDR	$550 if >750 sq. ft.; $0 if <750 sq. ft.	#_____ sq. ft.	$
PDFS	PD Final Plan / SPDR	$847		$
PUDFS	PUD Final Plan / SPDR	$847		$
	SIGNAGE			
MASP	Master Sign Plan	$220		$
	Administrative Sign Plan	$0		
	Appeal for Minor Sign Adjustment	$0		$
	Appeal of Admin. Decision (Signage)	$0		$
	OTHERS			
VAC	Vacation	$390 + Public Hearing[1]		$
VAR	Variance	$484 + Public Hearing[1]		$
	Alternative Development Standards	$0 + Public Hearing[1]		$
UDCT	UDC Text Amendment	$500 + Public Hearing[1]		$
AA	Appeal of Admin. Decision	$484 + Public Hearing[1]		$
	TELECOMMUNICATIONS			
TCOM	Telecom. Pre-App	$110		$
TCOM	Minor Telecommunications	$275		$
TCOM	Major Telecommunications	$550		$
	TOTAL	**OFFICE USE: Card Cash or Check: #**		$

1. *Public Hearings require a newspaper advertisement and the posting of a notification sign. The applicant will be billed separately after the invoice for the newspaper advertisement is received by the City. Also, the applicant is responsible for the installation of the notification sign provided by the City. See the Appendix in the Application Specific Requirements document for Public Notification Requirements.*

Received
04/25/2024

PUBLIC NOTICE

Conditional Use Permit | CUP-04-24-9126
"Life Unlimited"
3500 NW South Outer Road
Parcel #: 35-510-06-15-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Kathleen Warman of Warman Architecture + Design, on behalf of the property owner, UMB Bank, N.A., for a Conditional Use Permit on approximately 2.42 +/-acres of property located at 3500 NW South Outer Road for a Daycare, Commercial land use. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

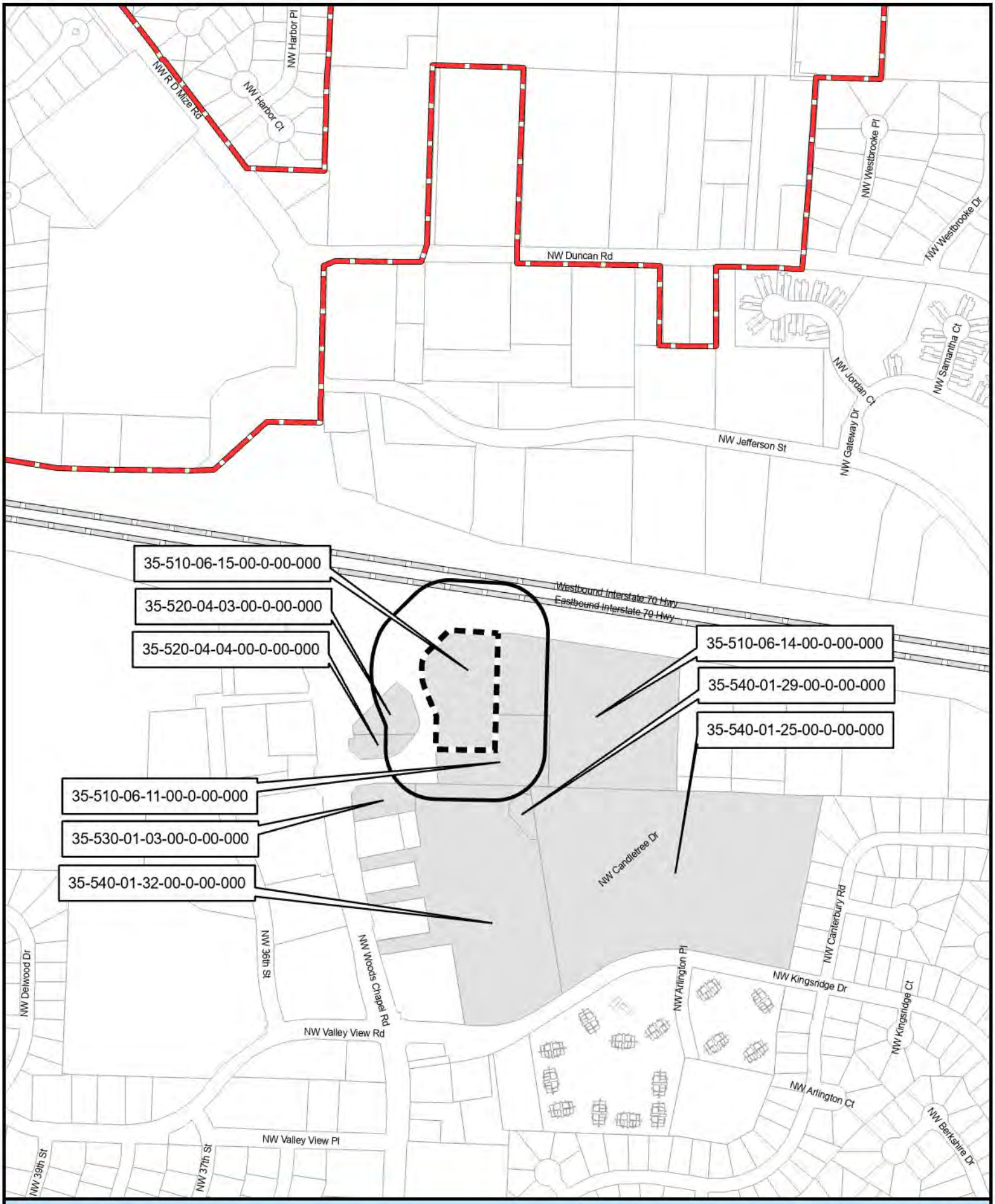
SEC-26 TWP-49 RNG-31---PT NE 1/4 DAF: BEG SW COR NE 1/4 TH S 88 DEG 13 MIN 39 SEC E 53.21'TH N 03 DEG 55 MIN 54 SEC W 102.05' TH N 62 DEG 04 MIN 57 SEC E 54.96' TO TRU POB TH N 00DEG 03 MIN 28 SEC E; 121.9' TH N 22 DEG 39 MIN 01 SEC W 98.06' TH NWLY ALG CURV RI RAD 165'ARC DST 140.13' TH NELY 129' MOL TH ELY 179' MOL TH SLY 432' MOL TH WLY 218' MOL TO TRUPOB

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber | Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

PUBLISH: Saturday, May 25, 2024
E-MAIL TO THE EXAMINER: legals@examiner.net
05/22/24



The City of Blue Springs Missouri

CUP-04-24-9126
PARCEL # 35-510-06-15-00-0-00-000
185' NOTIFICATION MAP

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #4

Parcel ID	Situs Address	Situs City	Situs State	Situs ZipCode	Owner	Owner Address
35-530-01-03-00-0-00-000	1240 NW WOODS CHAPEL RD	BLUE SPRINGS	MO	64015	CPG HOLIDAY LLC	801 W 5TH ST STE 100 AUSTIN, TX 78703
35-520-04-03-00-0-00-000	1512 NW WOODS CHAPEL RD	BLUE SPRINGS	MO	64015	ME LLC	208 NW ASPEN ST LEES SUMMIT, MO 64064
35-510-06-14-00-0-00-000	3200 NW SOUTH OUTER RD	BLUE SPRINGS	MO	64015	BFRE LLC	3200 NW SOUTH OUTER RD BLUE SPRINGS, MO 64015
35-540-01-32-00-0-00-000	1220 NW WOODS CHAPEL RD	BLUE SPRINGS	MO	64015	ROSEVILLE FULLERTON BURTON HOLDINGS LLC	1301 BURTON ST FULLERTON, CA 92831
35-540-01-29-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64015	ROSEVILLE FULLERTON BURTON HOLDINGS LLC	1301 BURTON ST FULLERTON, CA 92831
35-540-01-25-00-0-00-000	100 NW CANDLETREE DR APT 111	BLUE SPRINGS	MO	64015	AUTUMN PLACE REDEVELOPMENT PARTNERS LP	470 NW LEGACY DR KANSAS CITY, MO 64155
35-510-06-15-00-0-00-000	3500 NW SOUTH OUTER RD	BLUE SPRINGS	MO	64015	UMB BANK NA	1010 GRAND BLVD KANSAS CITY, MO 64106
35-510-06-11-00-0-00-000	23701 NW WOODS CHAPEL RD	BLUE SPRINGS	MO	64015	BALDERSTON ROBERT C-TRUSTEE | BFRE LLC	3200 S OUTER RD BLUE SPRINGS, MO 64015 | 3200 NW SOUTH OUTER RD BLUE SPRINGS, MO 64015
35-520-04-04-00-0-00-000	1500 NW WOODS CHAPEL RD	BLUE SPRINGS	MO	64015	WAFFLE HOUSE INC	PO BOX 6450 NORCROSS, GA 30091

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #5

Blue Springs, Missouri
Community Development

May 27, 2024

Ref: Public Hearing: Conditional Use Permit | CUP-04-24-9126
"Life Unlimited"
3500 NW South Outer Road
Parcel #: 35-510-06-15-00-0-00-000

Dear Property Owner:

A Public Hearing will be held by the Planning Commission and the City Council of the City of Blue Springs to receive comments from interested parties and citizens relative to a request by the applicant, Kathleen Warman of Warman Architecture + Design, on behalf of the property owner, UMB Bank, N.A., for a Conditional Use Permit on approximately 2.42 +/-acres of property located at 3500 NW South Outer Road for a Daycare, Commercial land use.

You are receiving this notice because County records indicate you own property within 185 feet of the boundary of the site in question.

Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

The hearing will be held in the Council Chambers in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs on the following dates:

Planning Commission - Monday, June 10, 2024 @ 6:30 p.m.
&
City Council – Monday, June 17, 2024 @ 6:00 p.m.

Your attendance and comments are welcome at these meetings. Questions concerning this matter may be directed to the Community Development Department at 816-228-0207.

Sincerely,

CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT

Dave McCumber
Development Review Manager

Conditional Use Permit
CUP-04-24-9126
Life Unlimited
Exhibit #6

Introduced by Councilmember _____ BILL NO. 5221
(CUP-04-24-9126)

ORDINANCE NO. _____

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE "DAYCARE, COMMERICAL" LAND USE IN THE "GB" GENERAL BUSINESS ZONING DISTRICT LOCATED AT 3500 NW SOUTH OUTER ROAD IN BLUE SPRINGS, JACKSON COUNTY, MISSOURI FOR LIFE UNLIMITED

WHEREAS, proper application having been made to approve a Conditional Use Permit (CUP) for property hereinafter described; and

WHEREAS, after review of the Conditional Use Permit with respect to such issues as zoning, land use, impact to surrounding areas, adequacy of facilities and services, and compliance with development regulations to achievement quality development, in which it has been determined that the application has met; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held on June 10, 2024, which Commission, after said hearing, recommended that the application for the Conditional Use Permit be approved; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the application was appropriate at the location herein described; and

WHEREAS, the City of Blue Springs, Missouri has determined that the Conditional Use Permit is appropriate at this location and be approved.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The following described tract of real estate is hereby declared subject to the Conditional Use Permit approved by this Ordinance. The site is legally described as:

SEC-26 TWP-49 RNG-31---PT NE 1/4 DAF: BEG SW COR NE 1/4 TH S 88 DEG 13 MIN 39 SEC E 53.21'TH N 03 DEG 55 MIN 54 SEC W 102.05' TH N 62 DEG 04 MIN 57 SEC E 54.96' TO TRU POB TH N 00DEG 03 MIN 28 SEC E; 121.9' TH N 22 DEG 39 MIN 01 SEC W 98.06' TH NWLY ALG CURV RI RAD 165'ARC DST 140.13' TH NELY 129' MOL TH ELY 179' MOL TH SLY 432' MOL TH WLY 218' MOL TO TRUPOB

Section 2. The land covered within this Conditional Use Permit and contained within the area described by Section 1 of this Ordinance, may be used in compliance with the Conditional Use Permit approved herein by the City of Blue Springs or hereinafter revised, and the requirements of said Conditional Use Permit shall include any staff

recommendations contained in the staff report and presented to the Planning Commission at its June 10, 2024, meeting and to the City Council at its June 17, 2024, meeting, and approved by the City Council as conditions of passage by this Ordinance and of this Conditional Use Permit, and shall be deemed to include those conditions in addition to those contained in the UDC and in documents and drawings submitted to the Planning Commission and City Council and approved hereby, including the following conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirements or development standard contained in the UDC.
2. Prior to issuance of a business license, the non-conforming pylon sign shall be removed from the property, or a Master Sign Permit shall be approved to allow the sign to remain.
3. The Conditional Use Permit allows the "*Daycare, Commercial"* land use to be allowed in accordance with the Special Use Standards Section 405.050 (8) at the property addressed 3500 NW South Outer Road.

Section 3. Any other use(s) on the property described by Section 1 of this Ordinance shall be governed by the base zoning district standards and other applicable regulations of the Unified Development Code.

Section 4. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

CITY OF BLUE SPRINGS, MISSOURI

CITY COUNCIL
June 17, 2024

EXHIBITS FOR PUBLIC HEARING

BROOKSIDE ESTATES AT CHAPMAN FARMS PLANNED UNIT DEVELOPMENT CONCEPT PLAN (PUDC-04-24-9128)

EXHIBIT #1 City Council Information Form dated June 11, 2024 with the following attachments: Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Powerpoint Presentation from Planning Commission; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference); and two emails from residents included in Planning Commission Packet, Revised Amended PUD Concept Plan, Letters regarding proposed project and Bill approving Amended PUD Concept Plan

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 11, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: City Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☒ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

A public hearing is being held at the request of the Applicant, Eric Grannemann on behalf of the property owner, DAK Realty Devco, LLC, for consideration to approve an Amended Planned Unit Development Concept Plan to develop an 80-lot single-family subdivision ("Brookside Estates at Chapman Farms") on a 29.25 +\- acre property located west of SW 7 Hwy., north and south of SW Brookside Drive (PUDC-04-24-9128). Upon conclusion of the public hearing, a Bill approving the Amended Planned Unit Development (PUD) Concept Plan will be ready for introduction and readings.

BACKGROUND/JUSTIFICATION

The applicant is requesting approval of an Amended Planned Unit Development Concept Plan (PUD Concept Plan) for the development of an 80-lot single-family subdivision on 29.25 +/- acres. The subject property is located on the west side of SW 7 Highway south of SW Mason School Road between planned commercial frontage lots to the east and "The Estates at Chapman Farms" subdivision to the west. The applicant is requesting to establish minimum lot sizes, setbacks, and other development standards through the Amended PUD Concept Plan. The requested development standards include reductions in the minimum lot size, lot width, corner side and side setbacks.

At the June 10, 2024 Planning Commission meeting, the Planning Commission voted 3 Aye, 3 No, on the Amended PUD Concept Plan that resulted in a recommendation of denial to the City Council. Following the meeting, the Applicant has modified the proposed development by raising the minimum livable square footage of the homes from 1,000 square feet, or Class "I", to 1,400 square feet, or Class "G". As a result, the proposed development will comply with the Unified Development Code requirement for adjacent subdivisions to not step down more than one Class of minimum livable floor area, as the minimum livable floor area for the Estates at Chapman Farms is 1,700 square feet, or Class "F". Therefore, the previously requested modification that was presented to the Planning Commission is no longer applicable. The applicant has provided a Revised Amended PUD Concept Plan.

With the exception of the change to the minimum livable floor area noted above, the proposed development is the same in all aspects as PUDC-02-21-7699 that was approved by City Council on April 5, 2021, which subsequently expired after two years due to inactivity. The new developer is wanting to develop the property as previously approved and is therefore bringing the development plans forward for new City approvals.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 18, 2024	N/A

STAFF RECOMMENDATION

Staff recommends approval of the Amended PUD Concept Plan (PUDC-02-21-7669) with 6 conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the Concept Plan, which include:
    a. Establish a minimum lot width of 60-ft. for each non-cul-de-sac lot.
    b. Establish a minimum lot size of 6,600-sf. for each lot.
    c. Establish a minimum side yard setback of 5-ft. for each lot.
    d. Establish a minimum corner side yard setback of 15-ft. for each lot.
    ~~e. Establish a minimum livable floor area classification of 1,100-sf. (Class "I"), more than one step below the adjacent subdivision.~~
2. The following items shall be included and approved with the PUD Final Plan:
    a. Final building designs for single-family houses meeting the architectural design requirements included in the PUD Concept Plan, including additional front porch details as noted in the staff report.
    b. Final landscape plan addressing landscaping on all tracts and street trees.
    c. Final illustrative plan for amenities.
3. The following items shall be included on the Final Plat:
    a. A Limits of No Access is required to be delineated and dedicated on all lots and tracts adjacent to SW Mason School Road and SW Brookside Drive.
    b. The minimum livable floor area classification of 1,400-sf. must be noted on the Final Plat.
4. The following items shall be completed prior to approval of the Final Plat:
    a. All sidewalk improvements adjacent to tracts are required to be installed prior to Final Plat approval.
    b. All public improvements are required to be constructed and accepted prior to Final Plat approval.
    c. All Landscape buffers and amenities shall be installed or financially guaranteed prior to approval of the Final Plat. If financially guaranteed, all landscape buffers and amenities shall be installed prior to Final Plat approval of the subsequent Final Plat for the first and second phases. All landscape buffers and amenities for the entire subdivision must be completed prior to Final Plat approval of the third phase.
5. The following items shall be provided prior to the issuance of any building permits within the development:
    a. Drafts of the proposed Declaration of Restrictions and the Homes Association Declaration are required to be submitted and recorded with the Final Plat. Declarations must address the maintenance of all open space tracts.
    b. The Final Plat shall be approved by the City Council and recorded at Jackson County.
6. The following items shall be provided prior to the issuance of a Certificate of Occupancy for each lot:

a. Sidewalk improvements adjacent to each lot.
b. A minimum of 45 plant units and street tree shall be installed.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	June 10, 2024
Action:	Motion to approve the PUD Concept Plan failed: 3 Aye, 3 No

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Powerpoint Presentation from Planning Commission; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference); and two emails from residents included in Planning Commission Packet.
2. Revised Amended PUD Concept Plan
3. Letters regarding proposed project
4. Bill approving Amended PUD Concept Plan

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: June 10, 2024 City Council: June 17, 2024
Project Name:	***Brookside Estates at Chapman Farms***
Site Location:	West of SW 7 Hwy., both north and south of SW Brookside Dr.
Project Request:	PUDC-04-24-9128; Amended PUD Concept Plan to allow for 80 single-family homes, a trail, and a playground PP-04-24-9129; Preliminary Plat for 80 single-family lots and six (6) open space tracts on 29.25 +/- acres

Applicant: Eric Grannemann
Property Owner: DAK Realty Devco, LLC
Staff Planner: Mike Mallon, Senior Director

Project Description: The applicant is requesting approval of am Amended PUD Concept Plan and Preliminary Plat for 29.25 +/- acres west of SW 7 Highway, both north and south of SW Brookside Drive. The subject property is located between the planned commercial frontage lots along SW 7 Highway and The Estates at Chapman Farms. Approximately 17.24 +/- acres is located north of SW Brookside Drive and 12.17 +/- acres located south of SW Brookside Drive. The property is currently zoned "SF-7/PUD/R-O" (Single-Family/Planned Unit Development/Restricted Overlay).

The Chapman Farms PUD was approved under the 1996 UDC. Thus, any proposed amendments are allowed to be reviewed under the previously adopted UDC, unless specifically requested by the applicant. **All proposed amendments will reference the applicable section of the UDC, whether it be from 1996 or 2015.**

Staff Recommendation: Staff recommends approval of the Amended PUD Concept Plan and Preliminary Plat with conditions identified at the end of the staff report.

Previous Actions:

Date	Review Body	Action
03/17/2003	City Council	Approved the Annexation (A-6-2002) that included the Chapman Farms Development by Ord. NO. 3554.
05/10/2004	Planning Commission	Approved a Comprehensive Plan Amendment (CPA-M-1-2004).
06/07/2004	City Council	Approved the Rezoning (R-4-2004) from "AG" (Agriculture – County) to "SF-7/PUD/R-O" (Single Family/Planned Unit Development/Restricted Overlay) by Ord. No. 3790 and the Planned Unit Development Concept Plan (PUDC-2-2004) by Ord. No. 3789 for the Chapman Farms development.
08/23/2004	Planning Commission	Approved a "Developer's/Fore Sale Only" Preliminary Plat (04-07-16).
11/15/2004	City Council	Approved a "Developer's/For Sale Only" Final Plat for *Chapman Farms 1st Plat, Lots 1-35* by Ord. No. 3840.
12/10/2007	Planning Commission	Approved a Preliminary Plat (PP-12-10-2007) for *Brookside Estates at Chapman Farms.* The approval

		expired due to no further development action taken during the two-year approval period.
12/17/2007	City Council	Approved the Amended PUD Concept Plan (PUDC-11-07-1443) by Ord. No. 4122. The approval expired due to no further development action taken during the two-year approval period.
02/24/2020	Planning Commission	Denied a Preliminary Plat (PP-01-20-7210) for *Earhart Estates at Chapman Farms.* Also, recommended denial of a Rezoning (R-01-20-7212) to rezone a portion of the property from "SF-7/PUD/R-O" (Single-Family / Planned Unit Development / Restricted Overlay) to "MF-14/PUD/R-O" (Moderate Density Multi-Family/Planned Unit Development/Restricted Overlay) and recommended denial of an Amended PUD Concept Plan (PUDC-01-20-7211) for an apartment complex and single-family lots. The requests were withdrawn prior to City Council consideration.
07/13/2020	Planning Commission	Denied a Preliminary Plat (PP-05-20-7330) for *Earhart Estates at Chapman Farms.*
07/20/2020	City Council	Denied a Rezoning (RZ-05-20-8328) to rezone a portion of the property from "SF-7/PUD/R-O" (Single-Family/ Planned Unit Development/Restricted Overlay) to "MF-10/PUD/R-O" (Low Density Multi-Family/Planned Unit Development/Restricted Overlay) and denied an Amended PUD Concept Plan (PUDC-05-20-7329) for an apartment complex and single-family lots.
03/22/2021	Planning Commission	Approved a Preliminary Plat (PP-02-21-7660) for *Brookside Estates at Chapman Farms* for 80 single-family lots and six (6) tracts. The approval expired due to no further development action taken during the two-year approval period.
04/05/2021	City Council	Approved an Amended PUD Concept Plan (PUDC-02-21-7669) by Ord. No. 4988 for *Brookside Estates at Chapman Farms* for 80 single-family lots and six (6) tracts. The approval expired due to no further development action taken during the two-year approval period.

Future Applications: The Amended PUD Concept Plan and Preliminary Plat will be reviewed concurrently. Future required applications include the PD Final Plan and Final Plat. The Final Plat must be approved and recorded at Jackson County prior to the issuance of building permits.

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"AG" (Agriculture – County) & "MF-14/PUD/R-O" (Moderate Density Multi-Family/Planned Unit Development/Restricted Overlay)	Detached Housing & Attached Housing
South:	"GB-C" (General Business – County)	Undeveloped
East:	"CB" (Central Business) & "SO" (Service Office) & "GB" (General Business)	Undeveloped
West:	"SF-7/PUD/R-O" (Single-Family/Planned Unit	Detached Housing

	Development/Restricted Overlay)	

PUD CONCEPT PLAN & PLAT ANALYSIS

A concept plan or general development plan is a conceptual or generalized development plan for the entire area included either under the rezoning area or a previously approved concept plan area that requires an amendment. The purpose of a concept plan or general development plan is to allow preliminary review of a proposed development plan before substantial technical work has been undertaken.

Planned Unit Development Regulations: Per the 1996 UDC, Section 407.110, PUD regulations are intended to encourage innovative land planning and site design concepts that achieve a high level of environmental sensitivity, energy efficiency, aesthetics, high-quality development and other community goals by:

a. Reducing or eliminating the inflexibility that sometimes results from strict application of zoning standards that were designed primarily for individual lots;
b. Allowing greater freedom in selecting the means to provide access, light, open space and design amenities;
c. Promoting quality urban design and environmentally sensitive development by allowing development to take advantage of special site characteristics, locations, and land uses;
d. A pattern of development that preserves trees, outstanding natural topography, and geologic features, and prevents soil erosion;
e. A creative approach to the use of land and related physical development;
f. An efficient use of land resulting in smaller networks of utilities and streets and thereby lower housing costs;
g. An environment of stable character that is compatible with surrounding development; and
h. Enhancement of the quality of development in recognition of the level of public investments in the neighborhood.

It is the intent that the gross density within a residential PUD not to exceed the gross density permitted in the zoning district in which the PUD is located. “SF-7/PUD” zoning permits a maximum of 5.0 dwelling units per acre based on the gross area of the site. **A total of 80 dwelling units are proposed on 29.25 +/- acres, totaling 2.74 units/acre in the proposed development.** This is fewer units and density than the currently approved plan which permitted up to 97 units or 3.32 units/acre. **The reduced number of units decreases the overall gross density of “SF-7/PUD” zoned land within the Chapman Farms PUD on 336.93 acres from 2.43 units/acre to 2.38 units/acre in the PUD** (decrease from 820 units to 803 units, a loss of 17 units).

There are no minimum setback standards for lots within a PUD, provided that: (1) adequate separation is provided between buildings for access by emergency vehicles; and (2) no setback on the outside perimeter of a PUD shall be reduced below the minimum required by the underlying base zoning district.

Modifications Requested: Per the 1996 UDC, Section 407.110, Planned Unit Development Regulations, is intended to reduce or eliminate the inflexibility that sometimes results from strict application of

zoning standards. The base zoning district standards and regulations shall control development with a PUD unless modifications are specifically approved as part of the PUD. The applicant is requesting the following modifications to the base zoning district regulations for the "SF-7" (Single-Family) zoning district (per the 1996 UDC):

- **Establish minimum lot standards that deviate from the "SF-7" zoning district standards, as outlined in the table below under "Lot Development Standards," including reductions to the minimum lot size, lot width, and side and corner side setbacks.**
- **Reduction in the minimum livable floor area classification that is greater than one (1) step lower than the adjacent subdivision.**

Preliminary Plat Requirements: The proposed Preliminary Plat meets the minimum standards described in the Unified Development Code (UDC) Section 403.050 and submittal requirements provided in the Preliminary Plat application, with the exception of the modifications requested through the PUD.

Preservation: The 29.65 +/- acre property is currently undeveloped and consists of existing brush, shrubbery, and trees. The existing creek and stream buffer running north-south through the property will be maintained by the Developer.

Phasing: The development is proposed to be completed in three (3) phases, with the subdivision generally developing south to north.

Streets & Sidewalks: Access to the development will be provided from SW Mason School Road and SW Brookside Drive. Both SW Mason School Road and SW Brookside Drive are classified as minor collector streets. **A 5-ft. wide sidewalk is required on both sides of SW Brookside Drive and the south side of SW Mason School Road.** All new streets will be local streets with 50-ft. rights-of-way and a minimum 4-ft. sidewalk on at least one side of the street. On some blocks, sidewalks will be provided on both sides (SW Orchard Court and SW Whispering Willow Court) to provide additional pedestrian connections to amenities. Block lengths for mixed-density neighborhoods should generally be a minimum of 300-ft. to a maximum of 800-ft. per the 2015 UDC. These requirements have been met for the subdivision layout.

A Limits of No Access is required to be delineated and dedicated on all lots and tracts adjacent to SW Mason School Road and SW Brookside Drive on the Final Plat. Sidewalks adjacent to tracts are required to be installed prior to approval of the Final Plat for each development phase. Sidewalks adjacent to lot frontages are required to be installed prior to the issuance of a Certificate of Occupancy for each lot.

Traffic: A Traffic Impact Study is not needed based on the current traffic volumes, anticipated trip generation, traffic control devices and the traffic signals at Brookside Drive & MO7.

Stormwater: A stormwater management plan has been prepared by a professional engineer registered in the State of Missouri and submitted to Public Works for review. The City requires adherence to the current edition of APWA 5600 for Detention and Water Quality. A regional detention basin has been constructed south of the property and it will provide detention for this development. Overland flow and detention areas shall be contained within a drainage easement.

Sanitary Sewer: This property is part of the sewer NID and has capacity to convey flows generated from this development, but the developer is responsible for extending sewer within the property in order to serve this site. An engineer or surveyor will need to determine if the sewer invert elevations are such for this development to utilize this sanitary sewer.

Land Use & Density: The proposed land use of the property is "Detached Housing" which is defined as, "the use of a lot for only one (1) principal dwelling unit that is not connected to any other dwelling unit. Typical formats include estates, single-family houses." The proposed use is for the development of nineteen (19) single-family homes. The proposed density is approximately 2.74 units per acre.

Building Typology: The building type standards for the development are being reviewed under the 2015 UDC as a "Detached House – Neighborhood Lot." Through the PUD Concept Plan process, the applicant is proposing the following development standards for each single-family lot with modifications highlighted in yellow:

Standard	Requirement	Proposed	Change
Min. Lot Size	7,200-sf	6,600-sf.	-600-sf.
Min. Lot Width	65-ft. for standard lots 50-ft. for cul-de-sac lots	60-ft. for standard lots	-5-ft.
Front Setback	25-ft.	25-ft.	N/A
Corner Side Setback	25-ft.	15-ft.	-10-ft.
Side Setback	8-ft.	5-ft.	-3-ft.
Rear Setback	15-ft.	15-ft.	N/A
Building Coverage	40% Max.	40% Max.	N/A
Building Height	35-ft.	35-ft. max.	N/A

The applicant is requesting reductions in order to maintain 80 lots within the development and to accommodate the stream buffer that divides the property east and west. The reduced lot sizes and setbacks provide less lawn maintenance, while still being able to accommodate houses that are in keeping with the design of nearby subdivisions.

Parking: Single-Family, Detached housing requires 2 off-street parking spaces per dwelling unit. The elevations provided show two-car garages which will meet the off-street parking requirement. Parking in the driveway will provide extra parking spaces and exceed the minimum requirement. Vehicular parking is required and proposed as follows:

Land Use	Required	Provided
"Detached Housing"	2 spaces per dwelling units	>2 spaces provided

Open Space: The original Chapman Farms PUD Concept Plan required a minimum 28% open space for Chapman Farms, Lot 34. The site has provided approx. 10.79 acres of common open space, which is approx. 36.89% of the site, meeting and exceeding the original Chapman Farms PUD open space requirement. Landscape buffers are required and provided as follows:

Location/Tract	Buffer Required	Buffer Proposed

Tract C (east property line between SW Mason School Rd. & SW Brookside Dr.)	25-ft. adj. to "CB" 15-ft. adj. to "SO"	Min. 40-ft.
Tract A (south and east property lines south of SW Brookside Dr.)	25-ft. adj. to "GB" and unincorporated Jackson Co.	Min. 30-ft.

Landscape buffers are wider than required for east and south property lines adjacent to commercial zoning districts. Landscape buffers are not required for the north and west property lines adjacent to other single-family residential properties. A tract that can serve as a landscape buffer has been provided adjacent to SW Mason School Road, which is in keeping with other developments along Mason School Road in Chapman Farms.

Amenities include a trail along the stream buffer that runs north-south through the center of the site. The 8' asphalt trail connects to the existing Estates at Chapman Farms trail to the west both north and south of SW Brookside Drive. The trail will cross the stream buffer near the northwest corner of the site in Tract E with a wooden bridge crossing. A playground and play court will be provided adjacent to the bridge crossing at the end of SW Whispering Willow Court. **Illustrative details of amenities must be provided with the PUD Final Plan.**

A minimum of one (1) street tree is required per lot or tract. Lots or tract frontages greater than 100-ft. are required one (1) street tree for every 50-ft. of frontage. **A final landscape plan is required to be submitted for review and approval with the PUD Final Plan and must address landscaping in common tracts and street trees. The minimum number of plant units to meet landscape buffer requirements must also be provided.**

Architectural Character: Conceptual front elevations have been provided for the single-family houses. Proposed houses are generally single-story with front-loaded garages (primarily two-car, with one three-car option that could be accommodated on the widest lots). Architectural styles predominantly ranch-style houses with a mix of craftsman and farmhouse design elements. As included with the PUD Concept Plan, the following architectural design requirements are proposed to apply to single-family homes within the subdivision:

1. At least 50% of the houses will have front porches.
2. Garage doors will be decorative in nature and have some type of trim pattern that will differ from adjacent houses.
3. Front elevations will have a mixture of materials to keep front elevations creative and unique. Materials used to do include, but not limited to, lap siding, board and batten, shake shingle, rock, and stone. Front elevations without rock or stone will include all cement board siding.
4. When rock and stone are used on front elevations, there will be a 2-ft. return on the side walls with the same material to reduce a one-dimensional look and can be seen while passing by the house.
5. The use of transom windows at the top of side walls will be used when the opportunity is provided, such as in garages, pantries, and other areas to provide additional natural lighting and provide a design elements to the side exteriors of the houses.
6. Decorative accents and exterior design features, such as shutters, accent lighting, decorative trim, etc., will be used where appropriate.
7. Design elements will be used to provide texture to the front elevation of the houses to give each house personality while still maintaining a cohesive look to the subdivision.

8. The use of metal on eyebrows and other elements of the front elevation will be used to give subtle distinctions from the asphalt shingles and roof finishes.
9. Decorative front doors with a mixture of designs, finishes, and trim patterns will be provided.
10. A mixture of materials will be used for beams and posts on front porches.

Final architectural designs meeting the architectural design standards shall be provided for review and approval with the PUD Final Plan. Staff requests that those design standards include additional details for front porches, including minimum sizes and setback variations (recessed porches, porches that project beyond the front garage wall, etc.).

Minimum Livable Floor Area: Per the 1996 UDC, Section 407.140, Minimum Livable Floor Area Standards, subdivisions are to be classified in a manner that minimizes the differences in dwelling sizes within and between adjacent residential developments. **The applicant is proposing a minimum livable floor area classification of 1,100-sf. (Class I).** Classifications of adjacent subdivisions have been provided:

Adjacent Subdivision	Min. Classification 3 car garage ranch	Min. Classification All other houses
West: The Estates at Chapman Farms	Class “F” – 1,700-sf.	Class “C” – 2,300-sf.

The requested minimum livable floor area classification is greater than one (1) step (or classification) below the adjacent subdivision. The applicant is requesting this reduction to provide additional housing options and create a transition from smaller homes to larger homes from east to west from SW 7 Highway.

Signage: Signage has not been shown on the plans. If monument signs are requested at a later date, they will be required to obtain an administrative sign permit. If they do not meet the Sign Code, they may apply for a Master/Alternative Sign Plan.

Review Criteria: *A Planned Unit Development Concept Plan shall be reviewed according to the following criteria:*

1. The plan represents an improvement over what could have been accomplished through strict application of otherwise applicable base zoning district standards based on the purpose and intent of the UDC.

   STAFF RESPONSE: The proposed PUD Concept Plan allows for the development of a single-family subdivision with smaller lot sizes and widths than the standard “SF-7” zoning district or “Detached House – Neighborhood Lot” building type requirements. Reductions in lot sizes, setbacks, and house sizes are offset by enhanced architectural design standards and significantly larger landscape buffers than required adjacent to commercial zoning districts. The enhanced architectural design standards ensure a higher quality of design and materials than what is currently required for single-family houses. The overall subdivision layout protects the natural stream buffer, which will include adjacent trails which will connect to neighborhood amenities.

2. The PUD Concept Plan is in conformance with the PUD standards of Section 407.110 (UDC 2015) and any standards required as a result of an overlay district.

   STAFF RESPONSE: The PUD Concept Plan is in conformance with the PUD regulations and furthers the intent of the original Chapman Farms PUD, first approved in 2004. The Chapman Farms PUD was intended to provide a wide range of housing options, including diversity in housing types, densities, and price points. Although the proposed PUD Concept Plan is not entirely consistent with the 2014 Comprehensive Plan and corresponding S1 Area Plan (see Review Criteria #4 and #5), the proposed Concept Plan is generally consistent with the original Chapman Farms PUD designation of the property in terms of subdivision layout, density, and house and lot sizes, with two (2) exceptions: the removal of age-restrictions for the development (previously envisioned as a 50+ adult community) and the removal of maintenance-provided lots. However, the original intent of the Chapman Farms PUD is still met and is further enhanced with the additional architectural design standards.

3. The existing or proposed utility services are adequate for the proposed development.

   STAFF RESPONSE: The development is served by the Neighborhood Improvement District (NID) sewer system, which has the capacity to serve the additional dwelling units. The proposed dwelling units were accounted for in the original capacity plan for the NID. All other utilities are available to the subject property and can be extended from adjacent developments and rights-of-way.

4. The development is consistent with and implements the planning goals and objectives of the City, as contained in the Comprehensive Plan and other adopted policy resolutions.

   STAFF RESPONSE: The development is generally consistent with the goals and objectives of the 2014 Comprehensive Plan. The “Places” framework includes a goal to integrate housing choices into neighborhoods and corridors, including smaller lot single-family. The S1 Area Plan identifies the portion of the subject property south of SW Brookside Drive and approximately the western one-third of the property north of SW Brookside Drive as “Mixed Density Neighborhood,” which can accommodate a net density of 5 to 12 units per acre in a range of housing formats. The S1 Area Plan identifies the eastern two-thirds of the portion of the property north of SW Brookside Drive as “High Density Residential,” which is intended to accommodate housing densities of more than 12 units per acre. The proposed development is well below the intended density at 2.74 units per acre. However, the proposed PUD Concept Plan is generally consistent with previously approved plans for the subject property, which had densities ranging between 3.18 And 3.32 units per acre.

5. The PUD Concept Plan is consistent with good general planning practice and the development will promote the general welfare of the City.

   STAFF RESPONSE: The proposed PUD Concept Plan is generally consistent with the goals of the Comprehensive Plan and S1 Area Plan. Although the more recently approved Comprehensive Plan and Area Plan recommend higher-density development for the subject property, a smaller lot single-family subdivision may still serve as an appropriate transition between future commercial development and larger lot single-family to the west. The proposed development provides smaller lot and smaller sized single-family houses, while still accommodating design features and materials that complement adjacent subdivisions. Although there is an overall loss of density, largely due to the stream buffer, additional housing units in the area will support future planned commercial development in the Chapman Farms area,

including commercial development within walking distance of the proposed development.

Approval of a Concept Plan shall constitute acceptance of the overall planning concepts and development parameters. An approved Concept Plan shall lapse and be of no further force and effect if a Final Plan (or a Final Plan for a designated phase of the Concept Plan) has not been approved within two (2) years of the date of approval of the Concept Plan.

Review Criteria: *A Preliminary Plat shall be reviewed based on the following criteria:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan. In particular, the physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments reflect the principles and concepts of the plan.

   STAFF RESPONSE: The preliminary plat application is in accordance with the Comprehensive Plan in terms of physical patterns, open spaces, and public realm investments.

2. Compliance with the requirements of this Development Code. In particular, the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.

   STAFF RESPONSE: The proposed preliminary plat is in compliance with the requirements of this Development Code with the exception of the modifications requested.

3. Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.

   STAFF RESPONSE: The proposed phasing is clearly indicated and demonstrates a logical and coordinated approach to development. The property to the west is developed and the property to the east has not indicated a timeline of development; therefore, coordination with existing and potential development is not applicable.

4. Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions, that reflect long-term solutions and sound fiscal investments.

   STAFF RESPONSE: The proposed project is part of a regional stormwater runoff and detention area, and the stormwater runoff and water quality will be mitigated. A report was submitted and reviewed prior to the construction of the regional detention basin. The overall site layout appears to incorporate sound planning, engineering, and urban design solutions.

5. The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Comprehensive Plan.

   STAFF RESPONSE: The application does not deter any existing or future development or goals and policies of the Comprehensive Plan.

6. The design does not impede the construction of future public infrastructure within the area.

   STAFF RESPONSE: The design will not impede the construction of future public infrastructure within the area.

7. The recommendations of professional staff.

   STAFF RESPONSE: Staff recommends approval of the Preliminary Plat with conditions.

Approval of the preliminary plat shall constitute acceptance of the overall planning concepts for the subdivision and is a prerequisite for the filing of a final plat. After approval of the preliminary plat the applicant may proceed with the construction plans and submit the proposed final plat for review and approval.

Staff Recommendation:

Staff recommends approval of the Amended Planned Unit Development Concept Plan application with the following conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless modified by the Amended Planned Unit Development.
   a. Establish a minimum lot width of 60-ft. for each non-cul-de-sac lot.
   b. Establish a minimum lot size of 6,600-sf. fir each lot.
   c. Establish a minimum side yard setback of 5-ft. for each lot.
   d. Establish a minimum corner side yard setback of 15-ft. for each lot.
   e. Establish a minimum livable floor area classification of 1,100-sf. (Class “I”), more than one step below the adjacent subdivision.
2. The following items shall be included and approved with the PUD Final Plan:
   a. A. Final building designs for single-family houses meeting the architectural design requirements included in the PUD Concept Plan, including additional front porch details as noted in the staff report.
   b. Final landscape plan addressing landscaping on all tracts and street trees.
   c. Final illustrative plan for amenities.
3. The following items shall be included on the Final Plat:
   a. A Limits of No Access is required to be delineated and dedicated on all lots and tracts adjacent to SW Mason School Road and SW Brookside Drive.
   b. The minimum livable floor area classification of 1,100-sf. must be noted.
4. The following items shall be completed prior to approval of the Final Plat:
   a. All sidewalk improvements adjacent to tracts are required to be installed.
   b. All public improvements are required to be construct and accepted.
   c. All landscape buffers and amenities shall be installed or financially guaranteed. If financially guaranteed, all landscape buffer and amenities shall be installed prior to Final Plat approved of the subsequent Final Plat for the first and second phases. All landscape buffers and amenities for the entire subdivision must be completed prior to Final Plat approval of the third phase.
5. The following items shall be provided prior to the issuance of any building permits within the development:
   a. Drafts of the proposed Declaration of Restrictions and the Homes Association Declaration are required to be submitted and recorded with the Final Plat. Declarations must address the maintenance of all open space tracts.
   b. The Final Plat shall be approved by the City Council and recorded at Jackson County.

6. The following items shall be provided prior to the issuance of a Certificate of Occupancy for each lot:
    a. Sidewalk improvements adjacent to each lot.
    b. A minimum of 45 plant units and street tree(s) shall be installed.

Staff recommends approval of the Preliminary Plat application with the following conditions:

1. Approval by the Planning Commission based on the representations of any drawings presented as Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless modified by the Amended Planned Unit Development.
    a. Establish a minimum lot width of 60-ft. for each non-cul-de-sac lot.
    b. Establish a minimum lot size of 6,600-sf. fir each lot.
    c. Establish a minimum side yard setback of 5-ft. for each lot.
    d. Establish a minimum corner side yard setback of 15-ft. for each lot.
    e. Establish a minimum livable floor area classification of 1,100-sf. (Class “l”), more than one step below the adjacent subdivision.
2. Approval of this Preliminary Plat is rescinded if the PUD Concept Plan (PUDC-04-24-9128) request is denied by City Council.
3. The following items shall be included on the Final Plat for each development phase:
    a. A Limits of No Access shall be delineated and dedicated on all lots and tracts adjacent to SW Mason School Road and SW Brookside Drive.
    b. The minimum livable floor area classification of 1,100-sf. must be noted on the Final Plat.
    c. Easements are required over all storm detention and storm water quality best management practices on the Final Plat.
4. The following items shall be completed prior to approval of the Final Plat for each development phase:
    a. A PUD Final Plan shall be submitted and approved by the Planning Commission.
    b. An ADA Sidewalk Plan shall be submitted with final construction plans.
    c. All sidewalk improvements adjacent to tracts are required to be installed.
    d. All public infrastructure, unless stated otherwise, shall be completed prior to approval of the Final Plat.
    e. Landscape buffers and amenities shall be installed or financially guaranteed prior to approval of the Final Plat. If financially guaranteed, all landscape buffers and amenities shall be installed prior to Final Plat approval of the subsequent Final Plat for the first and second phases. All landscape buffers and amenities for the entire subdivision must be completed prior to Final Plat approval of the third phase.
    f. As-builts and 2-year maintenance bonds on the street, storm sewers, and sanitary sewers shall be submitted prior to approval of the Final Plat by the City Council.
    g. A letter of Final Acceptance from Public Water Supply District 13 stating water lines have been fully completed and all documentation has been provided to the District must be submitted prior to approval of the Final Plat by the City Council.
5. The following items shall be provided prior to the issuance of any building permits within the development for each Final Plat:
    a. Drafts of the proposed Declaration of Restrictions and the Homes Association Declaration are required to be submitted and recorded with the Final Plat. Declarations must address the maintenance of all open space tracts.
    b. The Final Plat shall be approved by the City Council and recorded at Jackson County.
6. The following items shall be provided prior to the issuance of a Certificate of Occupancy for each lot:
    a. Sidewalk improvements adjacent to each lot.
    b. A minimum of 45 plant units and street tree shall be installed.

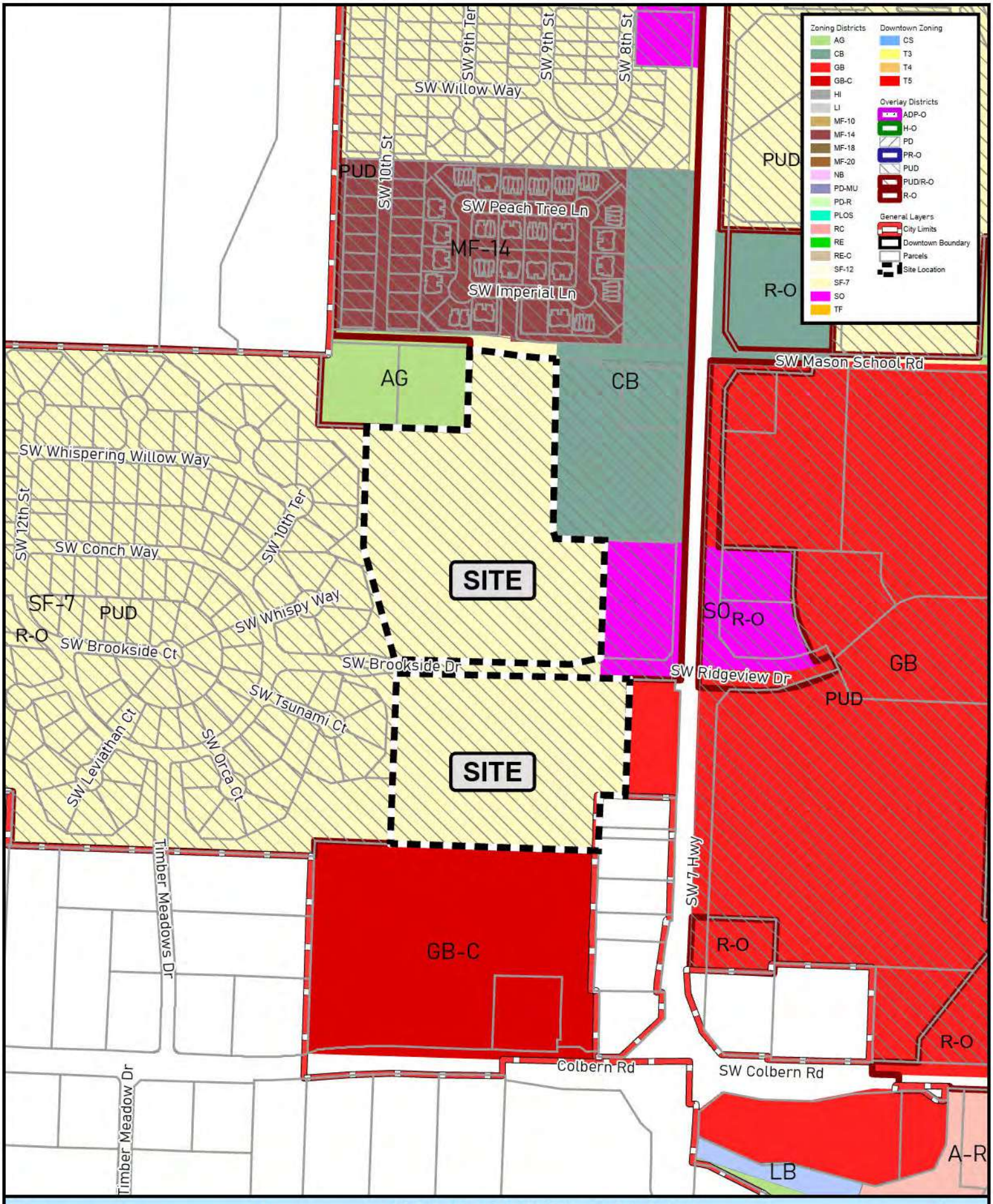


The City of Blue Springs Missouri

PUDC-04-24-9128 | PP-04-24-9129
PARCEL # 54-420-98-03-01-0-00-000
PARCEL # 54-420-06-99-00-0-00-000
AERIAL LOCATION MAP

N

1 inch = 450 feet
Date: 5/15/2024



The City of Blue Springs Missouri

PUDC-04-24-9128 | PP-04-24-9129
PARCEL # 54-420-98-03-01-0-00-000
PARCEL # 54-420-06-99-00-0-00-000
SITE LOCATION MAP

N

1 inch = 450 feet

Date: 5/15/2024

1533 Locust Street | Kansas City, MO 64108 | 816.703.7098 | www.HgCons.com

Brookside Estates at Chapman Farms
Architectural Design Elements/Standards

1. Front porches, at least 50% of the homes in Brookside Estates will have front porches on them.
2. The garage doors will be decorative in nature and have some type of trim pattern to them, but not the same as adjoining homes.
3. Front Elevations will have a mixture of types of material used to keep the front elevations creative and unique. Materials used to do so could be, but not limited to the following: lap siding, board and bat, shake type shingle, rock and stone. Cement board siding or James Hardie type siding shall be used for the front elevation if rock and stone are not included on the front elevation.
4. When rock and stone are used, there will be a two-foot return on the side walls with the same material to get away from a one-dimensional look of the front elevation and can be seen when driving by.
5. The use of transom windows at the top of side walls will be used when the opportunity is provided, such as in garages, pantries, and other areas to provide additional natural lighting in the homes. This also will provide a design element to the exterior of the homes to get away from a sea of siding on the sides of homes.
6. Decorative accents and exterior design features on the front elevations will be used whenever appropriate such as shutters, accent lighting, decorative trim, etc.
7. We believe these design elements will provide texture to the front of the homes that will break them up and give them personality while maintaining a cohesiveness to the subdivision true to the nature of the name Brookside Estates.
8. The use of metal on eyebrows and other elements of the front elevation will be used to give some subtle change away from an all-asphalt shingle look and finish of the roofs.
9. Decorative front doors with a mixture of designs, finishes, and trim patterns will be used.
10. A mixture of materials will be used for the beams and posts on front porches.

As noted on the PUD concept plans, additional items to enhance the subdivision and play along with the name, Brookside Estates at Chapman Farms.

1. Wooden pedestrian bridge crossing over existing creek
2. Play court
3. Playground area
4. Walking trail connection to The Estates of Chapman Farms
5. Park benches along the walking trail

PUD Concept Plan, Preliminary Plat
PUDC-04-24-9128; PP-04-24-9129
Brookside Estates at Chapman Farms
Exhibit #2

Received
05/16/2024 9:35:45 AM

1533 Locust Street | Kansas City, MO 64108 | 816.703.7098 | www.HgCons.com

Brookside Estates at Chapman Farms
Request for Modifications

1. Min. Lot Size – reduction of minimum lot size from 7,200 sf to 6,600 sf representing a total reduction of 600 sf.
2. Min. Lot Width – reduction of standard lot width from 65 ft to 60 ft representing a total reduction of 5 ft.
3. Corner Side Setback – reduction of corner side setback from 25 ft to 15 ft representing a total reduction of 10 ft.
4. Side Setback – reduction of side setback from 8 ft to 5 ft representing a total reduction of 3 ft.

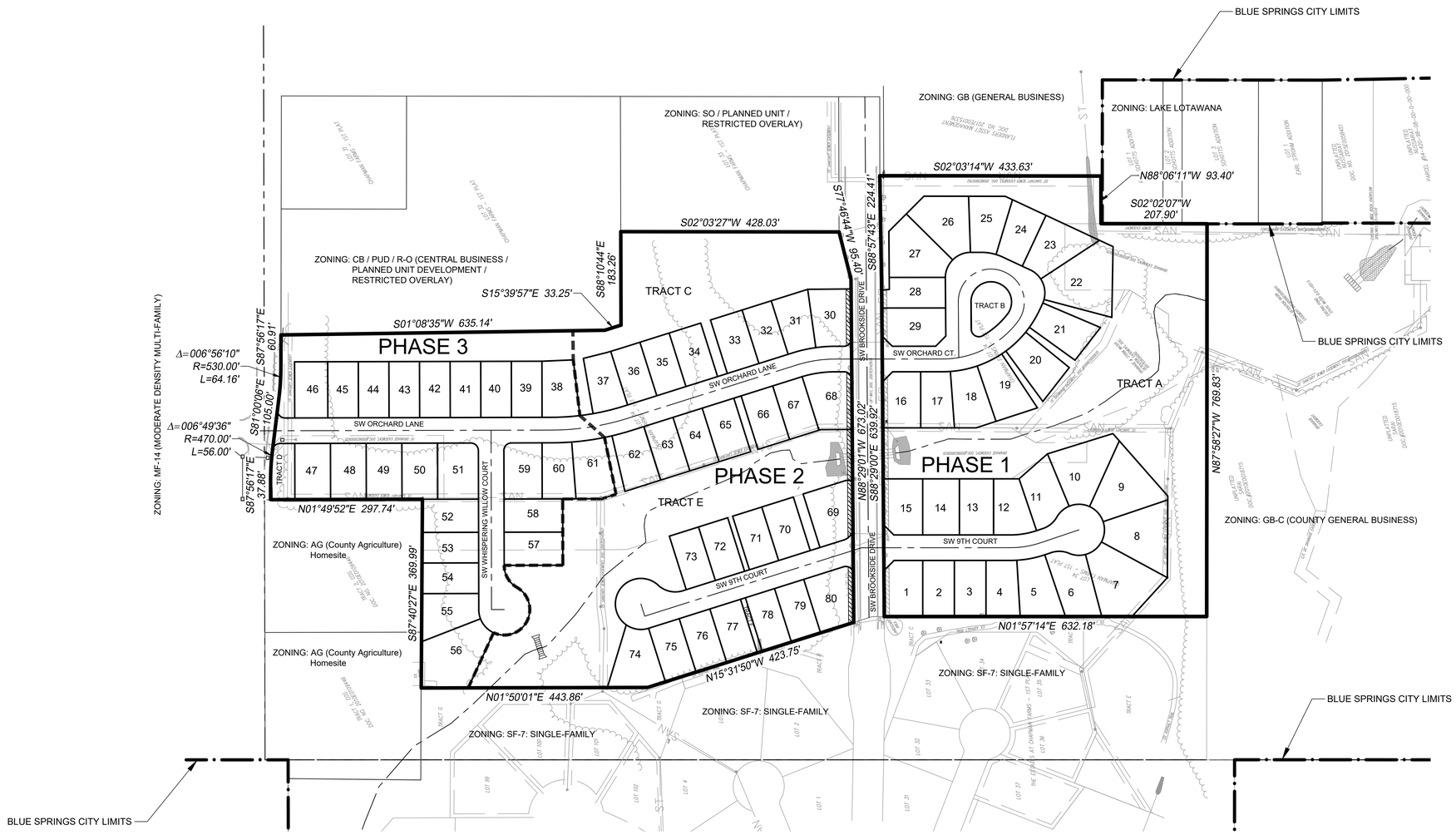
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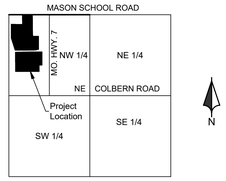
PRELIMINARY PLAT

"BROOKSIDE ESTATES AT CHAPMAN FARMS"

LOTS 1 THRU 80, TRACTS A, B, C, D, E & F

PART OF LOT 34, CHAPMAN FARMS 1ST PLAT,
IN THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI





LOCATION MAP
SECTION 30-T48N-R30W
Scale 1" = 2000'

LEGAL DESCRIPTION:

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as;

Beginning at the Northwesterly corner of said Lot 34, said corner also being the Northeasterly corner of Tract G, The Estates at Chapman Farms-3rd Plat, a subdivision of record; thence along the boundary of said Lot 34, the following 11 courses; thence South 87 degrees 40 minutes 27 seconds East, a distance of 369.99 feet; thence North 01 degrees 49 minutes 52 seconds East, a distance of 297.74, to a point on the South Right-of-Way line of Mason School Road, as now established; thence continuing along the boundary of said Lot 34, also along the South Right-of-Way line of Mason School Road the following 5 courses; thence South 87 degrees 56 minutes 17 seconds East, a distance of 37.88 feet; thence along a curve to the right, (said curve having a radius of 470.00 feet), an arc distance of 56.00 feet; thence South 81 degrees 00 minutes 06 seconds East, a distance of 105.00 feet; thence along a curve to the left, (said curve having a radius of 530.00 feet), an arc distance of 64.16 feet; thence South 87 degrees 56 minutes 17 seconds East, a distance of 60.91 feet; thence South 01 degrees 08 minutes 35 seconds West, a distance of 635.14 feet; thence South 15 degrees 39 minutes 57 seconds East, a distance of 33.25 feet; thence South 88 degrees 10 minutes 44 seconds East, a distance of 183.26 feet; thence South 02 degrees 03 minutes 27 seconds West, a distance of 428.03 feet, to a point on the North Right-of-Way line of Brookside Drive, as now established; thence South 77 degrees 46 minutes 44 seconds West, along said North Right-of-Way line, a distance of 95.40 feet; thence North 88 degrees 29 minutes 01 seconds West, along said North Right-of-Way line a distance of 673.02 feet, to the Southeast corner of Tract B, The Estates at Chapman Farms-1st Plat, a subdivision of record; thence North 15 degrees 31 minutes 50 seconds West, along the East line of said Tract B and along the East line of Tract G, The Estates at Chapman Farms-3rd Plat, a distance of 423.75 feet; thence North 01 degrees 50 minutes 01 seconds East, along the East line of said Tract G, a distance of 443.86 feet, to the Point of Beginning;

AND

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as;

Beginning at the Southwest corner of said Lot 34, said point also being the Southeast corner of Tract F, The Estates at Chapman Farms-2nd Plat, a subdivision of record; thence North 01 degrees 57 minutes 14 seconds East, along the East line of said Tract F, also being along the East line of Tract C1, The Estates at Chapman Farms-1st Plat, Amended, a subdivision of record, a distance of 632.18 feet, to a point on the South Right-of-Way line of Brookside Drive as now established; thence South 88 degrees 29 minutes 00 seconds East, along said South Right-of-Way line, a distance of 639.92 feet; thence South 88 degrees 57 minutes 43 seconds East, along said South Right-of-Way line, a distance of 224.41 feet, to a point on the East boundary of said Lot 34; thence along the boundary of said Lot 34 the following 4 courses; thence South 02 degrees 03 minutes 14 seconds West, a distance of 433.63 feet, to a point on the North line of Lot 1, R. C. Schotts Addition, a subdivision of record; thence North 88 degrees 06 minutes 11 seconds West, along the North line of said Lot 1, a distance of 93.40 feet, to the Northwest corner thereof; thence South 02 degrees 02 minutes 07 seconds West, along the West line of Lots 1, 2 and 3, R. C. Schotts Addition, a distance of 207.90 feet; thence North 87 degrees 58 minutes 27 seconds West, a distance of 769.83 feet, to the Point of Beginning. Containing 1,274,215.9 sq. ft. or 29.25 acres total.

NOTES:

1. Tracts "A, B, C, D, E and F" are intended for open space and shall be owned and maintained by the Brookside Estates Owners' Association.
2. Lots 1 through 29 will be constructed in the First Phase.
   Lots 30 through 37 and Lots 62 through 80 will be constructed in the Second Phase.
   Lots 38 through 61 will be constructed in the Third Phase.
3. Landscaping:
   Type "A" Buffer shall be used along the south side of SW Mason School Road.
   Type "B" Buffer shall be used adjacent to the "SO" zoning district to east.
   Type "C" Buffer shall be used adjacent to the "GB-C" and "CB" zoning districts to east and unincorporated Jackson County properties.

   Each single family lot is required to have 45 plant units plus street trees.
4. A minimum 5 ft. ADA compliant sidewalk is required along both sides of SW Brookside Drive and along the south side of SW Mason School Road and along one side of all other proposed streets.
5. According to the F.E.MA. Flood Insurance Rate Map Number 29095C0434G, Revised January 20, 2017, this tract graphically lies in OTHER AREAS, ZONE X, defined as areas determined to be outside the 0.2% annual chance floodplain and ZONE X (Future Base Flood), defined as areas of 1% annual chance flood based on future conditions hydrology. No base flood elevations determined.
6. This development shall be open for all ages.
7. Maintenance of each lot will be provided by the individual lot owner.
8. No construction or disturbance of any type, including clearing, grubbing, stripping, fill, excavation, linear grading, paving, or building is allowed in the stream buffer zone except by permission of the City Engineer.
9. There are approximately 2,172 linear feet of proposed trails as shown.

LOT SIZE SUMMARY	
NUMBER OF LOTS	80
MINIMUM LOT SIZE	6,600 SQ.FT.
MAXIMUM LOT SIZE	14,568 SQ.FT.
AVERAGE LOT SIZE	7,942 SQ.FT.
MINIMUM LOT WIDTH	60 FEET
MAXIMUM LOT WIDTH	96 FEET
AVERAGE LOT WIDTH	62 FEET

BUILDING STANDARDS SUMMARY	
MINIMUM FRONT SETBACK	25 FEET
MINIMUM CORNER SIDE SETBACK	15 FEET
MINIMUM SIDE SETBACK	5 FEET
MINIMUM REAR SETBACK	15 FEET
MAXIMUM BUILDING COVERAGE	40%
MAXIMUM BUILDING HEIGHT	35 FEET

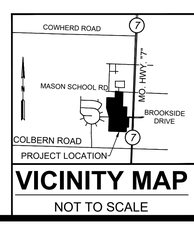
PROJECT SUMMARY:

EXISTING ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
PROPOSED ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
EXISTING LAND USE: VACANT LOT / AG
TOTAL BOUNDARY AREA: 29.25 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: SINGLE FAMILY HOUSE
FRONTAGE TYPE: N/A
MINIMUM LOT SIZE AND WIDTH: 6,600-SF. & 60-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 1,100 SQUARE FEET
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 15-FT.
REQUESTED SETBACKS: FRONT: 25-FT. / CORNER SIDE: 15-FT. / SIDE: 5-FT. / REAR: 15-FT.
OPEN & CIVIC SPACE : TRAIL / GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 37%
AREA - LOTS: 80 (635,369 S.F. / 14.59 ACRES)
AREA - OPEN & CIVIC SPACE: 5 TRACTS (470,183 S.F. / 10.79 ACRES)
AREA - RIGHT-OF-WAY: 5 STREETS (168,664 S.F. / 3.87 ACRES)
TOTAL AREA - SUBDIVISION: 1,274,216 S.F. / 29.25 ACRES

DEVELOPER
BROOKSIDE DEVELOPMENT, LLC.
P.O. BOX 30068
KANSAS CITY, MO 64112
CONTACT - ERIC GRANNEMANN
(816) 616-9616

ENGINEER
Hg CONSULT, INC.
1533 LOCUST STREET
KANSAS CITY, MO. 64108
CONTACT - KEVIN STERRETT
(816) 703-7098

0 100' 150' 200'
SCALE: 1" = 100'



VICINITY MAP
NOT TO SCALE

NO.	BY	CK/APP	DATE	REVISION
1	MR	RKS	04/25/24	SUBMITTED TO THE CITY OF BLUE SPRINGS

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2010
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Hg Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010000573 (MO.) / E-1736 (KS.) / LS 2019005467

PRELIMINARY PLAT
OVERALL BOUNDARY
BROOKSIDE ESTATES AT CHAPMAN FARMS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24-035 BASE
DRAWING NO.
24-035 PRELIMINARY PLAT
DATE
April 25, 2024
JOB NO.
24-035
SHEET 1 OF 3

Received
05/16/2024 9:35:38 AM

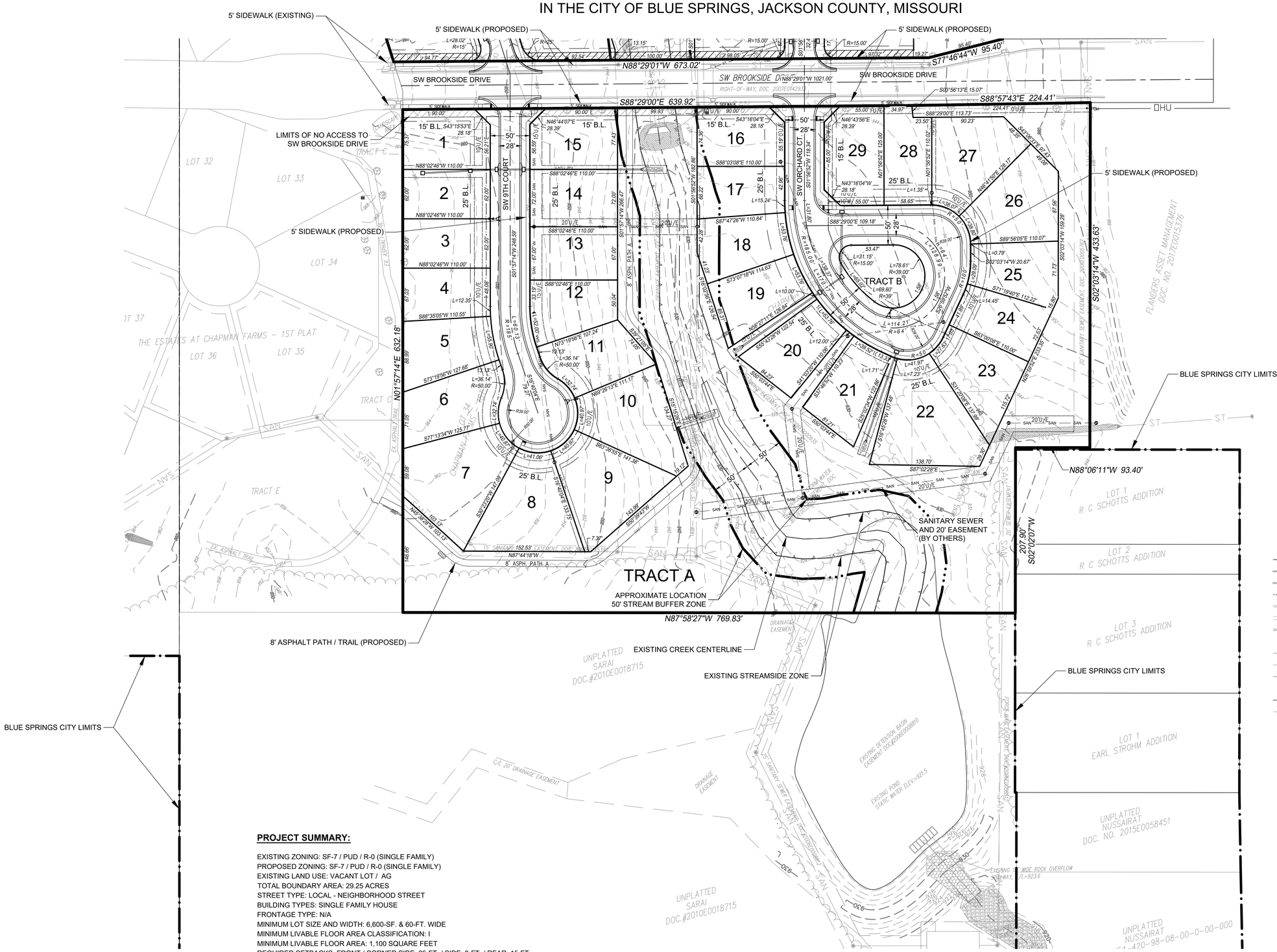
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PRELIMINARY PLAT

"BROOKSIDE ESTATES AT CHAPMAN FARMS"

LOTS 1 THRU 80, TRACTS A, B, C, D, E & F

PART OF LOT 34, CHAPMAN FARMS 1ST PLAT,
IN THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI



PHASE 1 LOT AREAS		
LOT NO.	SQUARE FEET	ACRES
1	8,137	0.19
2	6,820	0.15
3	6,820	0.15
4	7,018	0.16
5	8,368	0.19
6	9,367	0.22
7	13,862	0.32
8	12,229	0.28
9	12,177	0.26
10	11,417	0.26
11	8,167	0.19
12	7,390	0.17
13	7,370	0.17
14	7,920	0.18
15	8,271	0.19
16	8,025	0.18
17	6,847	0.16
18	7,812	0.18
19	8,200	0.19
20	7,831	0.18
21	7,747	0.18
22	13,291	0.31
23	9,078	0.21
24	7,099	0.16
25	7,656	0.18
26	10,459	0.24
27	10,520	0.24
28	7,136	0.16
29	8,975	0.21
TRACT A	206,801	4.75
TRACT B	6,409	0.15

LEGEND

Existing Section Line	Proposed Right-of-Way
Existing Right-of-Way Line	Proposed Property Line
Existing Lot Line	Proposed Lot Line
Existing Easement Line	Proposed Easement
Existing Curb & Gutter	Proposed Curb & Gutter
Existing Sidewalk	Proposed Sidewalk
Existing Storm Sewer	Proposed Storm Sewer
Existing Storm Structure	Proposed Storm Structure
Existing Waterline	Proposed Fire Hydrant
Existing Gas Main	Proposed Waterline
Existing Sanitary Sewer	Proposed Sanitary Sewer
Existing Sanitary Manhole	Proposed Sanitary Manhole
Existing Contour Major	Proposed Contour Major
Existing Contour Minor	Proposed Contour Minor
	Future Curb & Gutter

PROJECT SUMMARY:

EXISTING ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
PROPOSED ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
EXISTING LAND USE: VACANT LOT / AG
TOTAL BOUNDARY AREA: 29.25 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: SINGLE FAMILY HOUSE
FRONTAGE TYPE: N/A
MINIMUM LOT SIZE AND WIDTH: 6,600-SF. & 60-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 1,100 SQUARE FEET
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 15-FT.
REQUESTED SETBACKS: FRONT: 25-FT. / CORNER SIDE: 15-FT. / SIDE: 5-FT. / REAR: 15-FT.
OPEN & CIVIC SPACE : TRAIL / GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 37%
AREA - LOTS: 80 (635,369 S.F. / 14.59 ACRES)
AREA - OPEN & CIVIC SPACE: 5 TRACTS (470,183 S.F. / 10.79 ACRES)
AREA - RIGHT-OF-WAY: 5 STREETS (168,664 S.F. / 3.87 ACRES)
TOTAL AREA - SUBDIVISION: 1,274,216 S.F. / 29.25 ACRES

SCALE: 1" = 50'

NO.	DATE	REVISION	BY	CK/APP
1	04/25/24	SUBMITTED TO THE CITY OF BLUE SPRINGS	MW	RKS

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STATE OF MISSOURI — RICHARD KEVIN STERRETT — NUMBER 2004 — REGISTERED PROFESSIONAL ENGINEER

May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult engineers planners Inc
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010000573 (MO.) / E-1736 (KS.) / LS 2019005467

PRELIMINARY PLAT

PHASE 1 - LOTS SOUTH OF BROOKSIDE DR.
BROOKSIDE ESTATES AT CHAPMAN FARMS

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

K-REF NO.
24-035 BASE
DRAWING NO.
24-035 PRELIMINARY PLAT
DATE
April 25, 2024
JOB NO.
24-035
SHEET 2 OF 3

Received
05/16/2024 9:35:40 AM

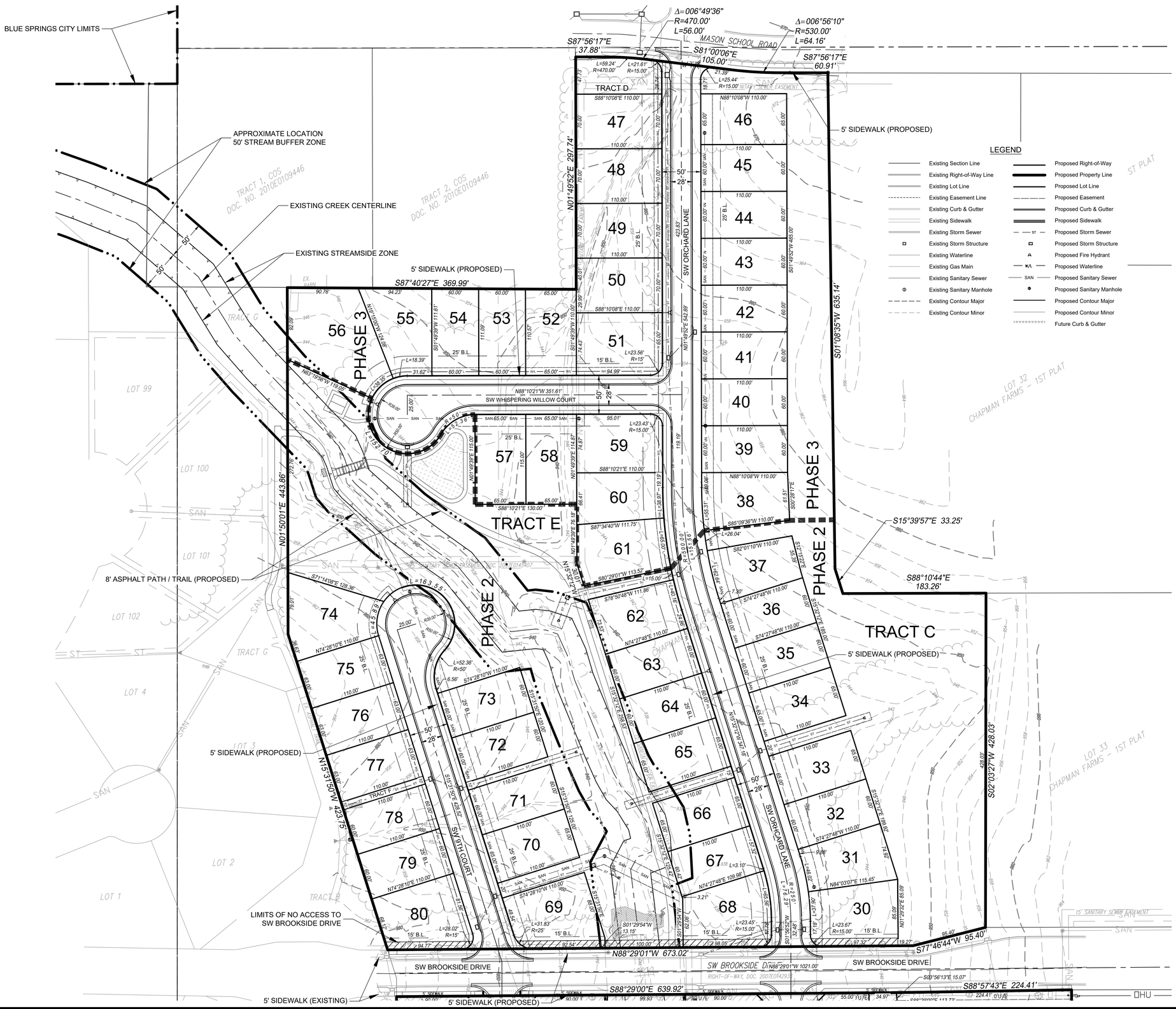
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PRELIMINARY PLAT

"BROOKSIDE ESTATES AT CHAPMAN FARMS"

LOTS 1 THRU 80, TRACTS A, B, C, D, E & F

PART OF LOT 34, CHAPMAN FARMS 1ST PLAT,
IN THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI


BLUE SPRINGS CITY LIMITS
APPROXIMATE LOCATION 50' STREAM BUFFER ZONE
EXISTING CREEK CENTERLINE
EXISTING STREAMSIDE ZONE
5' SIDEWALK (PROPOSED)
8' ASPHALT PATH / TRAIL (PROPOSED)
5' SIDEWALK (EXISTING)
LIMITS OF NO ACCESS TO SW BROOKSIDE DRIVE
MASON SCHOOL ROAD
SW ORCHARD LANE
SW WHISPERING WILLOW COURT
SW 9TH COURT
SW BROOKSIDE DRIVE
PHASE 2
PHASE 3
TRACT C
TRACT D
TRACT E
TRACT F
TRACT G
TRACT 1, COS DOC. NO. 2010E0109446
TRACT 2, COS DOC. NO. 2010E0109446
LOT 99
LOT 100
LOT 101
LOT 102
LOT 4
LOT 3
LOT 2
LOT 1
LOT 32 CHAPMAN FARMS - 1ST PLAT
LOT 33 CHAPMAN FARMS - 1ST PLAT
S87°56'17"E 37.88'
Δ=006°49'36" R=470.00' L=56.00'
S81°00'06"E 105.00'
Δ=006°56'10" R=530.00' L=64.16'
S87°56'17"E 60.91'
N01°49'52"E 297.74'
S87°40'27"E 369.99'
S01°08'35"W 635.14'
N01°50'01"E 443.86'
N15°31'50"W 423.75'
S02°03'27"W 428.03'
S15°39'57"E 33.25'
S88°10'44"E 183.26'
S77°46'44"W 95.40'
N88°29'01"W 673.02'
S88°29'00"E 639.92'
S88°57'43"E 224.41'
N88°29'01"W 351.61'
S71°14'08"E 128.36'
N88°10'08"W 110.00'
S88°10'08"E 110.00'
S74°28'10"W 110.00'
N74°28'10"E 110.00'
S74°27'48"W 110.00'
N74°27'48"E 110.00'
S74°27'45"W 110.00'
N74°27'45"E 110.00'
S78°50'48"W 111.86'
S80°29'01"W 113.52'
S87°34'40"W 111.75'
S88°10'21"E 110.00'
N88°10'21"E 130.00'
S88°10'21"W 130.00'
S01°49'52"W 485.00'
S01°49'52"W 110.00'
N01°49'52"E 542.89'
S01°49'39"W 111.61'
N63°19'38"W 124.06'
N01°49'39"E 114.87'
S01°49'39"W 115.00'
S01°29'54"W 13.15'
S01°29'54"W 92.06'
S01°29'54"W 82.06'
S01°29'54"W 100.00'
S01°29'54"W 98.05'
S01°29'54"W 97.32'
S01°29'54"W 95.09'
S01°29'54"W 19.27'
S01°29'54"W 92.54'
S01°29'54"W 94.77'
S01°29'54"W 99.93'
S01°29'54"W 90.00'
S01°29'54"W 55.00'
S01°29'54"W 34.97'
S01°29'54"W 224.41

PROJECT SUMMARY:

EXISTING ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
PROPOSED ZONING: SF-7 / PUD / R-0 (SINGLE FAMILY)
EXISTING LAND USE: VACANT LOT / AG
TOTAL BOUNDARY AREA: 29.25 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: SINGLE FAMILY HOUSE
FRONTAGE TYPE: N/A
MINIMUM LOT SIZE AND WIDTH: 6,600-SF. & 60-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 1,100 SQUARE FEET
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 15-FT.
REQUESTED SETBACKS: FRONT: 25-FT. / CORNER SIDE: 15-FT. / SIDE: 5-FT. / REAR: 15-FT.
OPEN & CIVIC SPACE : TRAIL / GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 37%
AREA - LOTS: 80 (635,369 S.F. / 14.59 ACRES)
AREA - OPEN & CIVIC SPACE: 5 TRACTS (470,183 S.F. / 10.79 ACRES)
AREA - RIGHT-OF-WAY: 5 STREETS (168,664 S.F. / 3.87 ACRES)
TOTAL AREA - SUBDIVISION: 1,274,216 S.F. / 29.25 ACRES

NOTES:

1. Property currently zoned "SF-7 / PUD / R-0" (Single Family District / Planned Urban Development / Restricted Overlay District).
2. Minimum Lot Size: 6,600 Square Feet
   Typical Lot Size: 60' x 110'
3. Required setbacks:
   Front / Corner Side: 25-ft. / Side: 8-ft. / Rear: 15-ft.
   Requested setbacks:
   Front: 25-ft. / Corner Side: 15-ft. / Side: 5-ft. / Rear: 15-ft.
4. Lots 1 through 29 will be constructed in the First Phase.
   Lots 30 through 37 and 62 through 80 will be constructed in the Second Phase.
   Lots 38 through 61 will be constructed in the Third Phase.
5. There are approximately 2,172 linear feet of proposed trails as shown.

PHASE 1
PHASE 2
PHASE 3
TRACT A
TRACT B
TRACT C
TRACT D
TRACT E
TRACT F
TRACT G
SW BROOKSIDE DRIVE
SW ORCHARD CT.
SW ORCHARD LANE
SW 9TH COURT
SW WHISPERING WILLOW COURT
MASON SCHOOL ROAD
PLAYGROUND AREA
PLAY COURT
PARK BENCH (TYP.)
WOODEN BRIDGE WATER CROSSING
APPROXIMATE LOCATION 50' STREAM BUFFER ZONE
EXISTING CREEK CENTERLINE
EXISTING STREAMSIDE ZONE
SANITARY SEWER AND 20' EASEMENT (BY OTHERS)
S02°03'14"W 433.63'
N88°06'11"W 93.40'
S02°02'07"W 207.90'
S02°03'27"W 428.03'
S88°57'43"E 224.41'
S87°49'44"W 96.40'
S88°10'44"E 183.26'
S15°39'57"E 33.25'
S01°08'35"W 635.14'
S87°56'17"E 60.91'
Δ=006°56'10" R=530.00' L=64.16'
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Δ=006°49'36" R=470.00' L=56.00'
S87°56'17"E 37.88'
N01°49'52"E 297.74'
S87°40'27"E 369.99'
N01°50'01"E 443.86'
N15°31'50"W 423.75'
N01°57'14"E 632.18'
N87°58'27"W 769.83'
N88°29'01"W 673.02'
S88°29'00"E 639.92'
0 50' 75' 100'
SCALE: 1" = 50'

NO.	DATE	REVISION	BY	CK/APP
1	04/25/24	SUBMITTED TO THE CITY OF BLUE SPRINGS	MW	RKS
2	05/15/24	REVISED PER CITY COMMENTS	MW	RKS

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
2004
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010003573 (MO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN
OVERALL BOUNDARY
BROOKSIDE ESTATES AT CHAPMAN FARMS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

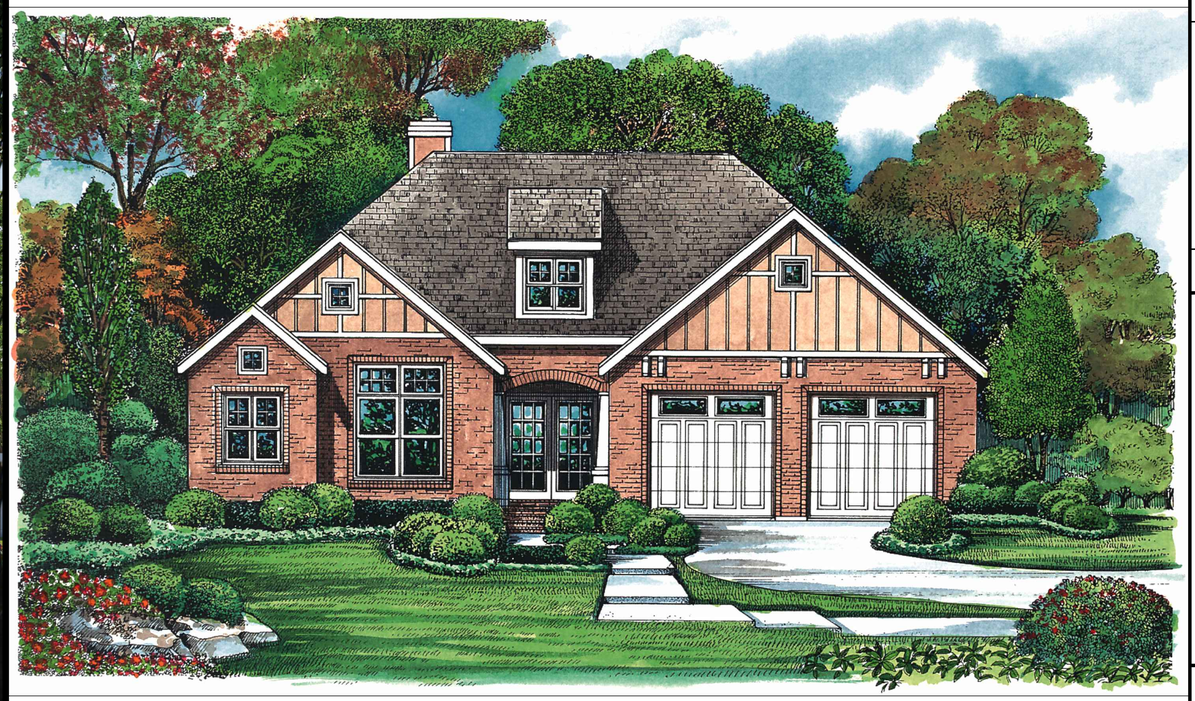
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DRAWING NO.
24-035 PRELIMINARY PLAT
DATE
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JOB NO.
24-035
SHEET 1 OF 6

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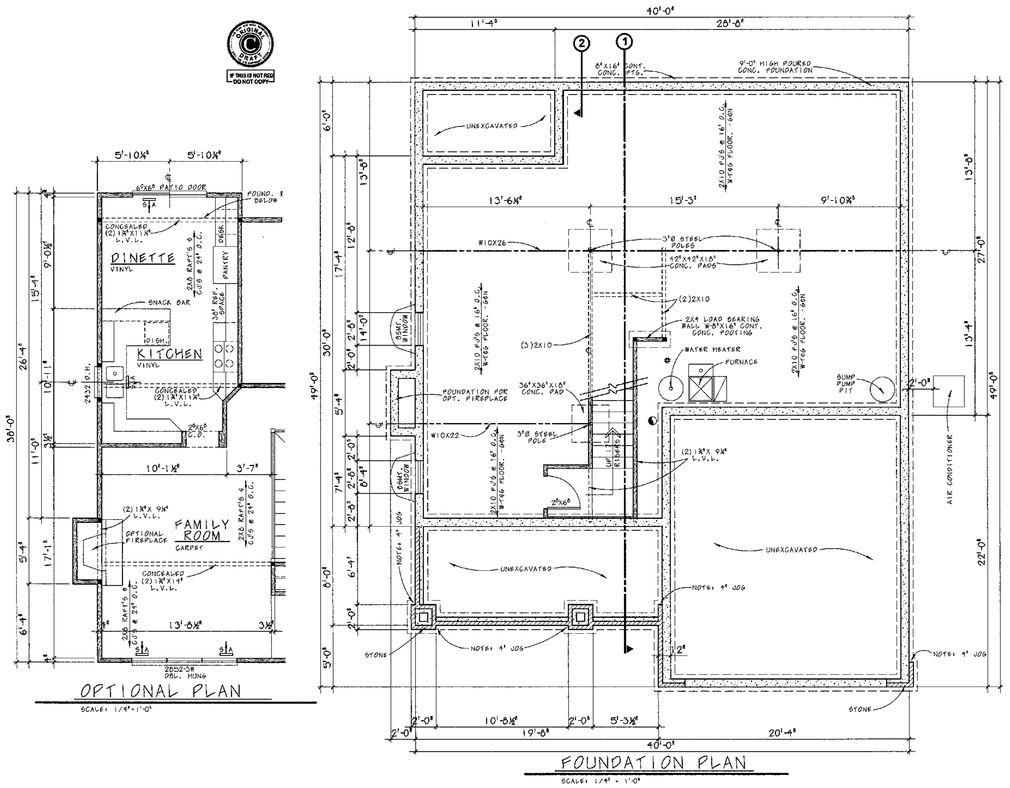
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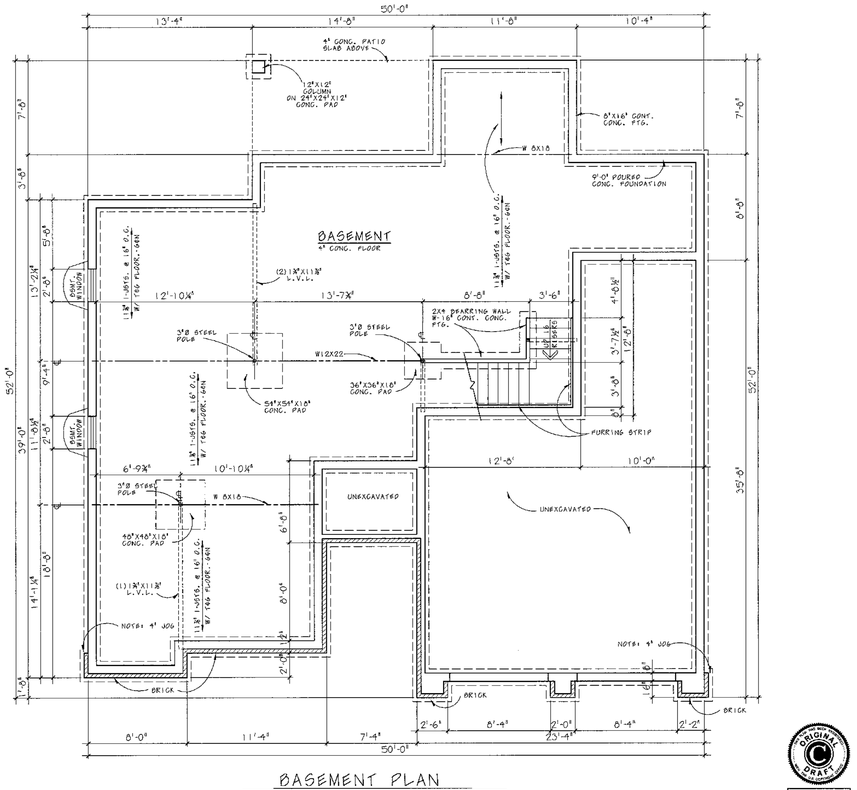
8532BL COMP ELEVATION



9246_CR ELEVATION



8532BL COMP FOUNDATION PLAN



9246_CR FOUNDATION PLAN

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
2944
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24-035 BASE
DRAWING NO.
24-035 CONCEPT EXHIBITS
DATE
MAY 15, 2024
JOB NO.
24-035

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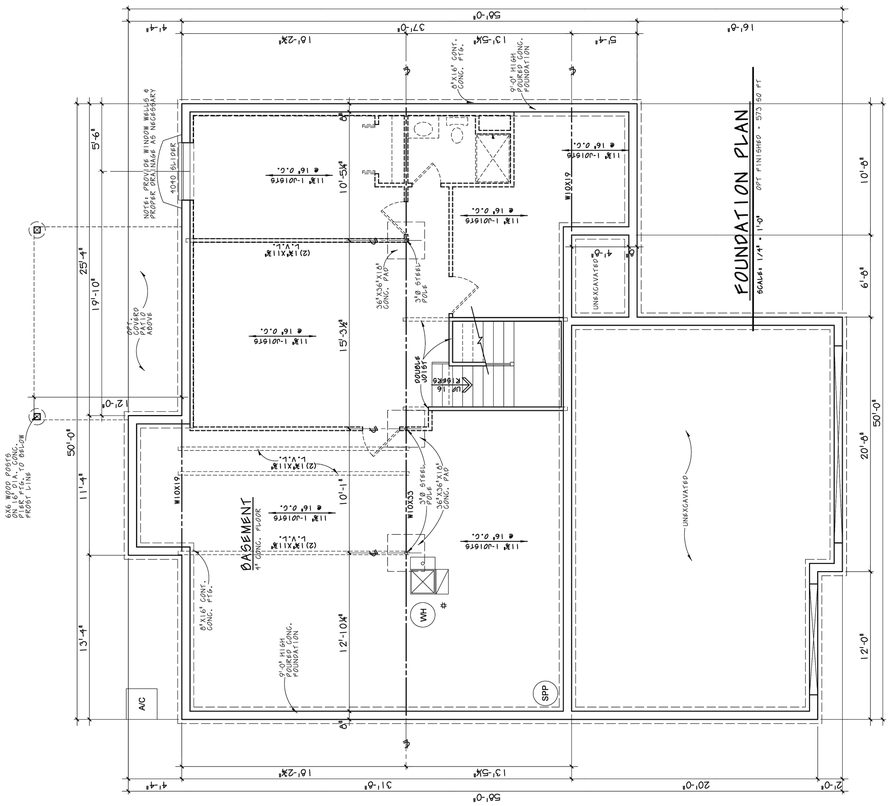
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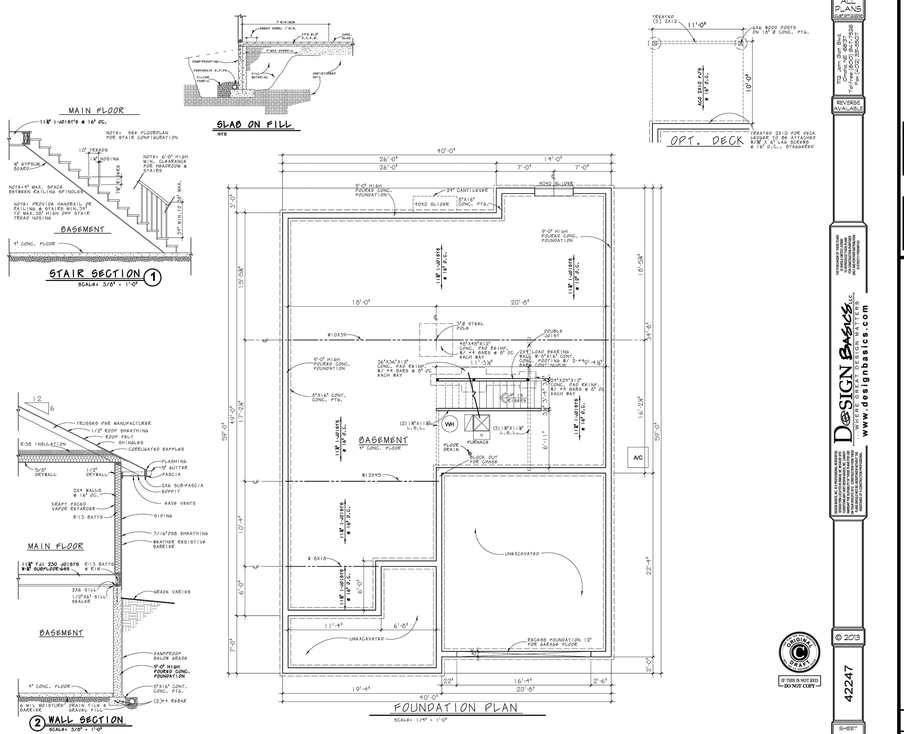
29383 COMP ELEVATION



42247 COMP ELEVATION



29383 COMP FOUNDATION PLAN



42247 COMP FOUNDATION PLAN

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RICHARD KEVIN STERRETT
NUMBER 2644
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (NO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

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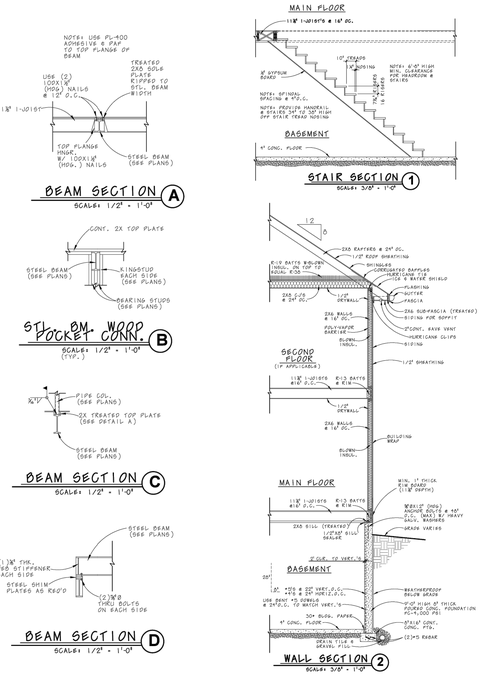
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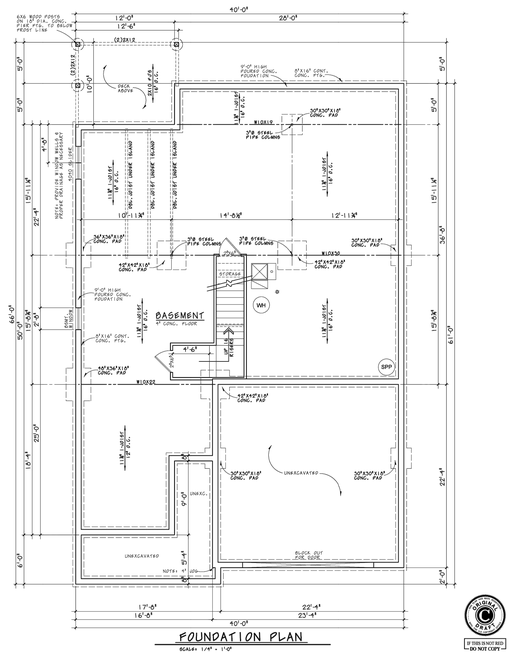


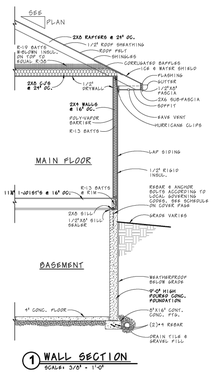
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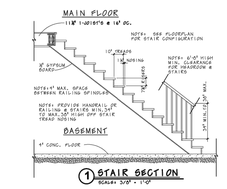


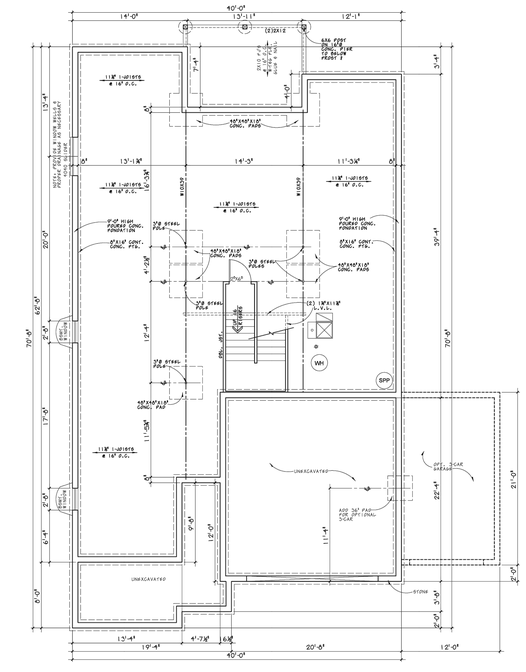
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2024
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

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PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

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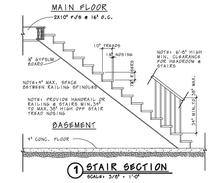
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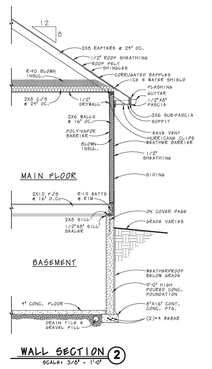
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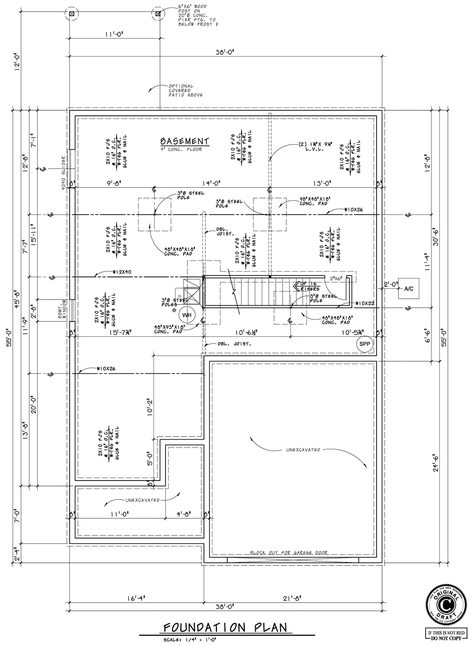
42392 COMP ELEVATION



1 STAIR SECTION
SCALE: 3/8" = 1'-0"



WALL SECTION 2
SCALE: 3/8" = 1'-0"



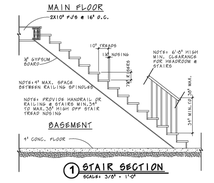
FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

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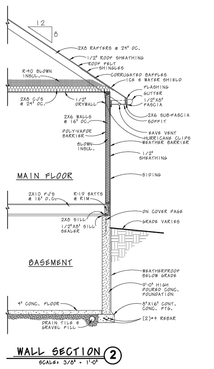
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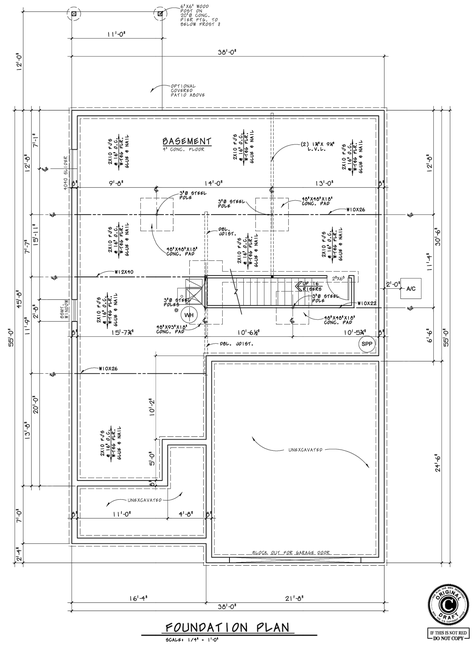
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1 STAIR SECTION
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WALL SECTION 2
SCALE: 3/8" = 1'-0"



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

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RICHARD KEVIN STERRETT
NUMBER 2026
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
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24-035 CONCEPT EXHIBITS

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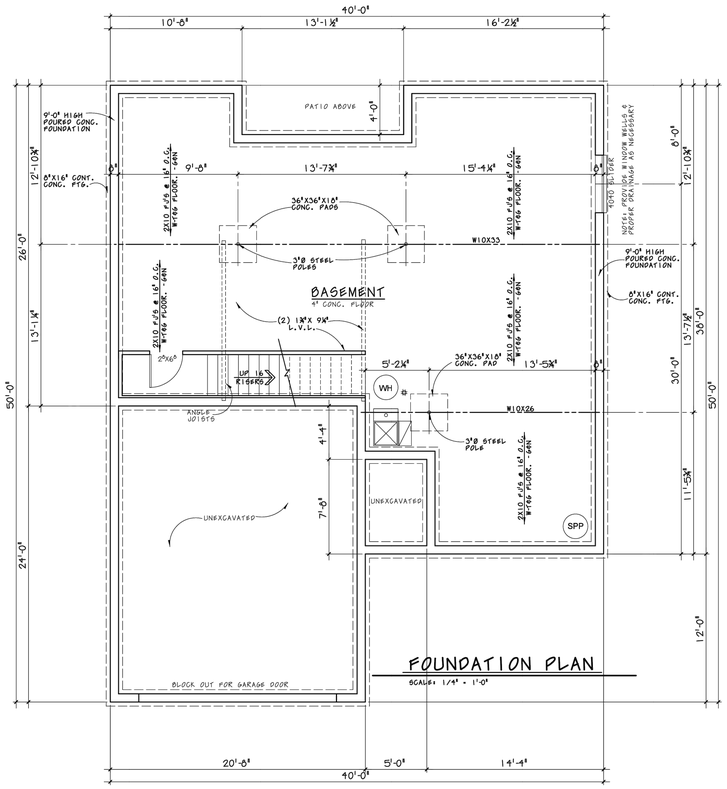
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42396 COMP ELEVATION

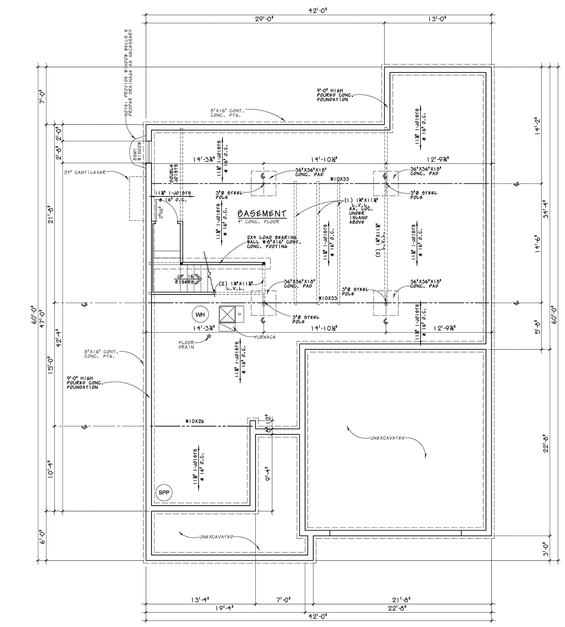


43065 COMP ELEVATION



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

42396 COMP FOUNDATION PLAN



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

43065 COMP FOUNDATION PLAN

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER E-26440
REGISTERED PROFESSIONAL ENGINEER

May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (NO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24-035 BASE

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24-035 CONCEPT EXHIBITS

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The City of Blue Springs Missouri

Planning Application

903 W Main Street, Blue Springs, MO | 816-228-0207
developmentsubmittals@bluespringsgov.com

OFFICE USE ONLY – *Updated 10-13-2020*	
CASE #:	PUDC-04-24-9128/PP-04-24-9129
PC MEETING:	6/10/2024
CC MEETING:	6/17/2024
BOA MEETING:	n/a
NEWSPAPER:	5/25/2024
NOTICE LETTERS:	5/24/2024
PLANNER:	Mike Mallon

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

Brookside Estates at Chapman Farms
Project Name

54-420-98-03-01-0-00-000, 54-420-06-99-00-0-00-000
Project Address (Parcel ID if No Address Assigned or Multiple Addresses)

Legal Description (attach as a separate page if too large) Attached

Existing Zoning	Existing Land Use	Proposed Zoning	Proposed Land Use	Total Acreage	# of Proposed Lots

APPLICATION (*check all that apply*)

LAND USE
- ☐ Conditional Use
- ☐ Rezoning
- ☐ General Development Plan

LAND SUBDIVISION
- ☑ Preliminary Plat
- ☐ Final Plat
- ☐ Administrative Plat

MASTER PLANS
- ☑ PD Concept Plan
- ☐ PD Final Plan
- ☑ PUD Concept Plan-Amended
- ☐ PUD Final Plan
- ☐ PRO Concept Plan-Amended
- ☐ PRO Final Plan
- ☐ Redevelopment Modification Plan

SITE DEVELOPMENT
- ☐ Appearance Review
- ☐ Site Plan/Design Review (SPDR)
- ☐ PD Final Plan / SPDR
- ☐ PUD Final Plan / SPDR
- ☐ Administrative SPDR

SIGNAGE
- ☐ Master Sign Plan
- ☐ Administrative Sign Plan
- ☐ Appeal for Minor Sign Adjustment

OTHERS
- ☐ Vacation
- ☐ Variance
- ☐ Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant	Company	Phone	Email Address
Eric Crannemann		816-616-9616	eric8@hotmail.com

Address	City	State	Zip Code
P.O. Box 30068	Kansas City	MO	64112

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 web site as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all UDC requirements unless specifically stated otherwise in an attached letter. 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 Eric Crannemann — dotloop verified 04/19/24 3:18 PM CDT SELA-BATL-8SAY-4QAU
Applicant Signature — Date

Doug Kenny

Name of Property Owner	Phone	Email Address

Address	City	State	Zip Code
9613 Lake Shore Drive	Lake Lotawnana	Missouri	64086

I declare, 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 herewith submitted are, to the best of my knowledge and belief, true and correct. In the event of corporate ownership, all Directors, Officers, Stockholders of each Corporation owning more than five percent (5%) of any class of stock is listed in an attached letter. With the signing and submittal of this application, I authorize the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by City Council, Boards & Commissions, 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 Douglas Kinney — dotloop verified 04/22/24 11:56 AM CDT WSA1-NECG-CQF2-RUMT
Property Owner Signature — Date

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REQUIRED DOCUMENTS CHECKLIST FOR ALL APPLICATIONS			
	REQUIREMENT	**DESCRIPTION**	**NUMBER**
☐	**Project Location Information**	Complete 1st page of this Application	
☐	**Legal Description** *(digital copy required for public hearings only)*	One 8.5" x 11" copy & a digital copy in Microsoft Word format emailed to comdevlegal@bluespringsgov.com	
☐	**Plans Set Sealed by the Proper Entity Registered in the State of Missouri**	Full plans set folded & collated; See Guidebook for plans set requirements	Varies
		Reduced set of full plans set on 8.5" x 11"	1 set
☐	**Other Required Documents**	Other Required Documents such as Stormwater Study; Traffic Study; etc. on 8.5"x11"	2 sets
☐	**Application Specific Requirements Checklist**	Attach applicable pages from the Guidebook.	
☐	**Other Required Information**	See UDC Chapter 403 (Development Review Procedures) for any other required information. For Signage requirements, see Chapter 501 (Sign Code).	

PROJECT DESCRIPTION:

Construction of an 80 lot single family residential subdivision on 29 acres on the north and south side of Brookside Drive, west of 7 Highway. The subdivision includes all utility infrastructure, curb, pavement, sidewalk and street landscaping. Amenities include a walking trail and park area with playground equipment.

Scanned with CamScanner

Received
04/26/2024 8:29:17 AM

CONTACT INFORMATION SHEET

PROJECT LEAD

Name	Company Name		
Bill Reiss	Keller Williams		
Address	**City**	**State**	**Zip**
3751 NE Ralph Powell Rd	Lee's Summit,	MO	64064
Email	**Phone**	**Fax**	
billr@kw.com	816-809-4545		

DEVELOPER

Name	Company Name		
Eric Grannemann			
Address	**City**	**State**	**Zip**
P.O. Box 30068	Kansas City	MO	64112
Email	**Phone**	**Fax**	
eric8@hotmail.com	816-616-9616		

ENGINEER

Name	Company Name		
Kevin Sterrett, PE, PLS	Hg Consult, Inc.		
Address	**City**	**State**	**Zip**
1411 NE Todd George Road	Lee's Summit	MO	64086
Email	**Phone**	**Fax**	
ksterrett@hgcons.com	816-703-7098		

ARCHITECT

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

SURVEYOR

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

LANDSCAPE ARCHITECT

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

ATTORNEY

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

OTHER CONTACT

Name	Company Name		
Richard Michael	Hg Consult, Inc.		
Address	**City**	**State**	**Zip**
25604 NE Colbern Road	Lee's Summit	MO	64086
Email	**Phone**	**Fax**	
rmichael@hgcons.com	816-456-6151		

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Received
04/26/2024 8:29:17 AM

THE EXAMINER

AFFIDAVIT OF PUBLICATION: #2318130

STATE OF MISSOURI, COUNTY OF JACKSON, SS:

Shalon Hartle

I, Shalon Hartle, of lawful age, being duly sworn upon oath, deposes and says that I am the Authorized Agent of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

May. 25, 2024

Shalon Hartle

Authorized Agent

Leanne Kaufenberg

Notary, State of MN, County of Redwood
Commission expires January 31, 2025

Printer's Fee: $336.34

See Proof on Next Page

LEANNE JOY KAUFENBERG
Notary Public
State of Minnesota
My Commission Expires
January 31, 2025

PUD Concept Plan, Preliminary Plat
PUDC-04-24-9128; PP-04-24-9129
Brookside Estates at Chapman Farms
Exhibit #3

PUBLIC NOTICE

Amended Planned Unit Development Concept Plan PUDC-04-24-9128
"Brookside Estates at Chapman Farms"
West of SW 7 Hwy., north and south of SW Brookside Dr.
Parcel # 54-420-98-03-01-0-00-000
& # 54-420-06-99-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility at 1100 SW Smith Street for the purpose of hearing interested parties and citizens on a request by the applicant, Eric Grannemann, on behalf of the property owner, DAK Realty DevCo, LLC, to approve an Amended Planned Unit Development (PUD) Concept Plan to develop an 80-lot single-family subdivision on 29.25 +/- acres generally located west of SW 7 Highway both north and south of SW Brookside Drive. Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO. The site is legally described as follows:

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as:

Beginning at the Northwesterly corner of said Lot 34, said corner also being the Northeasterly corner of Tract G, The Estates at Chapman Farms-3rd Plat, a subdivision of record; thence along the boundary of said Lot 34, the following 11 courses; thence South 87 degrees 40 minutes 27 seconds East, a distance of 369.99 feet; thence North 01 degrees 49 minutes 52 seconds East, a distance of 297.74, to a point on the South Right-of-Way line of Mason School Road, as now established; thence continuing along the boundary of said Lot 34, also along the South Right-of-Way line of Mason School Road the following 5 courses; thence South 87 degrees 56 minutes 17 seconds East, a distance of 37.88 feet; thence along a curve to the right, (said curve having a radius of 470.00 feet), an arc distance of 56.00 feet; thence South 81 degrees 00 minutes 06 seconds East, a distance of 105.00 feet; thence along a curve to the left, (said curve having a radius of 530.00 feet), an arc distance of 64.16 feet; thence South 87 degrees 56 minutes 17 seconds East, a distance of 60.91 feet; thence South 01 degrees 06 minutes 35 seconds West, a distance of 635.04 feet; thence South 15 degrees 39 minutes 57 seconds East, a distance of 33.25 feet; thence South 88 degrees 10 minutes 44 seconds East, a distance of 183.26 feet; thence South 02 degrees 03 minutes 27 seconds West, a distance of 428.03 feet, to a point on the North Right-of-Way line of Brookside Drive, as now established; thence South 77 degrees 46 minutes 44 seconds West, along said North Right-of-Way line, a distance of 95.40 feet; thence North 88 degrees 29 minutes 01 seconds West, along said North Right-of-Way line a distance of 673.02 feet, to the Southeast corner of Tract B, The Estates at Chapman Farms-1st Plat, a subdivision of record; thence North 15 degrees 31 minutes 50 seconds West, along the East line of said Tract B and along the East line of Tract G, The Estates at Chapman Farms-3rd Plat, a distance of 423.75 feet; thence North 01 degrees 50 minutes 01 seconds East, along the East line of said Tract G, a distance of 443.86 feet, to the Point of Beginning.

AND

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as:

Beginning at the Southwest corner of said Lot 34, said point also being the Southeast corner of Tract F, The Estates at Chapman Farms-2nd Plat, a subdivision of record; thence North 01 degrees 57 minutes 14 seconds East, along the East line of said Tract F, also being along East line of Tract C1, The Estates at Chapman Farms-1st Plat, Amended, a subdivision of record, a distance of 632.18 feet, to a point on the South Right-of-Way line of Brookside Drive as now established; thence South 88 degrees 29 minutes 00 seconds East, along said South Right-of-Way line, a distance of 639.92 feet; thence South 88 degrees 57 minutes 43 seconds East, along said South Right-of-Way line, a distance of 224.41 feet, to a point on the East boundary of said Lot 34; thence along the boundary of said Lot 34 the following 4 courses; thence South 02 degrees 03 minutes 14 seconds West, a distance of 433.63 feet, to a point on the North line of Lot 1, R. C. Schotts Addition, a subdivision of record; thence North 88 degrees 06 minutes 11 seconds West, along the North line of said Lot 1, a distance of 93.40 feet, to the Northwest corner thereof; thence South 02 degrees 02 minutes 07 seconds West, along the West line of Lots 1, 2 and 3, R. C. Schotts Addition, a distance of 207.90 feet; thence North 87 degrees 58 minutes 27 seconds West, a distance of 769.83 feet, to the Point of Beginning. Containing 1,274,215.9 sq. ft. or 29.25 acres total.

CITY OF BLUE SPRINGS
Planning Commission
By: Mike Mallon, Senior Director of City Development

The City Council of the City of Blue Springs will also hold a public hearing on the above noted Amended Planned Unit Development Concept Plan / PUDC-04-24-9128 on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, May 25, 2024

2318130

PUBLIC NOTICE

Amended Planned Unit Development Concept Plan | PUDC-04-24-9128
"Brookside Estates at Chapman Farms"
West of SW 7 Hwy., north and south of SW Brookside Dr.
Parcel # 54-420-98-03-01-0-00-000 & # 54-420-06-99-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility at 1100 SW Smith Street for the purpose of hearing interested parties and citizens on a request by the applicant, Eric Grannemann, on behalf of the property owner, DAK Realty DevCo, LLC, to approve an Amended Planned Unit Development (PUD) Concept Plan to develop an 80-lot single-family subdivision on 29.25 +/- acres generally located west of SW 7 Highway both north and south of SW Brookside Drive. Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO. The site is legally described as follows:

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The Estates at Chapman Farms-3rd Plat, a distance of 423.75 feet; thence North 01 degrees 50 minutes 01 seconds East, along the East line of said Tract G, a distance of 443.86 feet, to the Point of Beginning;

AND

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as;

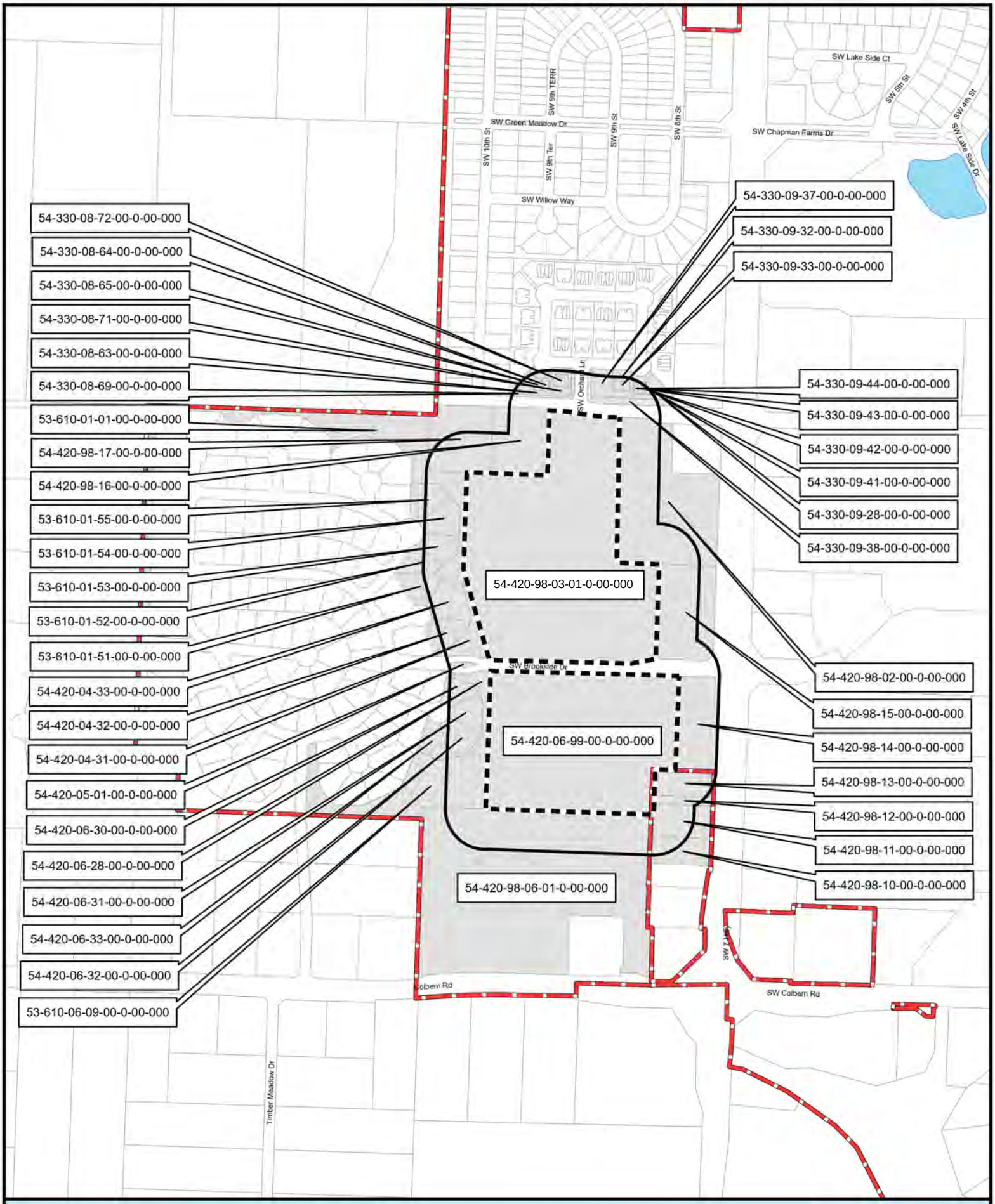
Beginning at the Southwest corner of said Lot 34, said point also being the Southeast corner of Tract F, The Estates at Chapman Farms-2nd Plat, a subdivision of record; thence North 01 degrees 57 minutes 14 seconds East, along the East line of said Tract F, also being along the East line of Tract C1, The Estates at Chapman Farms-1st Plat, Amended, a subdivision of record, a distance of 632.18 feet, to a point on the South Right-of-Way line of Brookside Drive as now established; thence South 88 degrees 29 minutes 00 seconds East, along said South Right-of-Way line, a distance of 639.92 feet; thence South 88 degrees 57 minutes 43 seconds East, along said South Right-of-Way line, a distance of 224.41 feet, to a point on the East boundary of said Lot 34; thence along the boundary of said Lot 34 the following 4 courses; thence South 02 degrees 03 minutes 14 seconds West, a distance of 433.63 feet, to a point on the North line of Lot 1, R. C. Schotts Addition, a subdivision of record; thence North 88 degrees 06 minutes 11 seconds West, along the North line of said Lot 1, a distance of 93.40 feet, to the Northwest corner thereof; thence South 02 degrees 02 minutes 07 seconds West, along the West line of Lots 1, 2 and 3, R. C. Schotts Addition, a distance of 207.90 feet; thence North 87 degrees 58 minutes 27 seconds West, a distance of 769.83 feet, to the Point of Beginning. Containing 1,274,215.9 sq. ft. or 29.25 acres total.

CITY OF BLUE SPRINGS
Planning Commission
By: Mike Mallon, Senior Director of City Development

The City Council of the City of Blue Springs will also hold a public hearing on the above noted Amended Planned Unit Development Concept Plan / PUDC-04-24-9128 on **Monday, June 17, 2024 at 6:00 p.m.** in the Council Chambers of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

PUBLISH: Saturday, May 25, 2024
E-MAIL TO THE EXAMINER: legals@examiner.net
05/22/2024



The City of Blue Springs Missouri

PUDC-04-24-9128
PARCEL # 54-420-98-03-01-0
PARCEL # 54-420-06-99-00-0
185' NOTIFICATION MAP

PUD Concept Plan, Preliminary Plat
PUDC-04-24-9128; PP-04-24-9129
Brookside Estates at Chapman Farms
Exhibit #4

Parcel ID	Situs Address	Situs City	Situs State	Situs ZipCode	Owner	Owner Address
54-330-08-71-00-0-00-000	CA RESIDENTIAL	BLUE SPRINGS	MO	64064	THE ORCHARDS AT CHAPMAN FARMS TOWNHOMES	2501 NE 102ND TER KANSAS CITY, MO 64154
53-610-01-52-00-0-00-000	9200 SW 10TH TER	BLUE SPRINGS	MO	64064	COLLEY GARY & DEBRA L	9200 SW 10TH TER BLUE SPRINGS, MO 64064
53-610-01-55-00-0-00-000	9100 SW 10TH TER	BLUE SPRINGS	MO	64064	RUESCHHOFF JASON J	9100 SW 10TH TER BLUE SPRINGS, MO 64064
54-420-98-06-01-0-00-000	801 SW COLBERN RD	BLUE SPRINGS	MO	64064	SARAI JARNAIL S & MANJIT K	320 NE DARTMORE CT LEES SUMMIT, MO 64064
54-420-98-14-00-0-00-000	9304 S M 7 HWY	BLUE SPRINGS	MO	64064	FLANDERS ASSET MANAGEMENT LC	1401 MORAY CT PARK CITY, UT 84060
54-330-09-37-00-0-00-000	820 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	THE ORCHARDS AT CHAPMAN FARMS TNHM ASSOC	605 SW US HIGHWAY 40 BOX 328 BLUE SPRINGS, MO 64014
54-330-09-38-00-0-00-000	9024 SW ORCHARD LN	BLUE SPRINGS	MO	64064	ABBA HOMES LLC	2501 NE 102ND TER KANSAS CITY, MO 64155
54-330-09-44-00-0-00-000	806 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	LINDA L LITTON REVOCABLE LIVING TRUST DATED 10-31-2022	PO BOX 6471 LEES SUMMIT, MO 64064
53-610-01-53-00-0-00-000	9108 SW 10TH TER	BLUE SPRINGS	MO	64064	HINES CARMEN M & COLIN D	9108 SW 10TH TER LEES SUMMIT, MO 64064
54-330-09-28-00-0-00-000	CA RESIDENTIAL	BLUE SPRINGS	MO	64064	ABBA HOMES LLC	2501 NE 102ND TER KANSAS CITY, MO 64155
54-420-06-31-00-0-00-000	9312 SW TSUNAMI CT	BLUE SPRINGS	MO	64064	BACKOUS JAMIE & BRADLEY	9312 SW TSUNAMI CT LEES SUMMIT, MO 64064
54-420-04-31-00-0-00-000	1015 SW BROOKSIDE DR	BLUE SPRINGS	MO	64064	THE ESTATES AT CHAPMAN FARMS HOMEOWNERS ASSOCIATION INC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086
54-330-08-72-00-0-00-000	910 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	ZHANG HONGYU & NIU YAFEN	6624 W 147TH TERRACE OVERLAND PARK, KS 66223
54-330-08-69-00-0-00-000	9025 SW ORCHARD LN	BLUE SPRINGS	MO	64064	ABBA HOMES LLC	2501 NE 102ND TER KANSAS CITY, MO 64155
54-420-05-01-00-0-00-000	1020 SW BROOKSIDE DR	BLUE SPRINGS	MO	64064	THE ESTATES AT CHAPMAN FARMS HOMEOWNERS ASSOCIATION INC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086
54-420-06-32-00-0-00-000	9313 SW TSUNAMI CT	BLUE SPRINGS	MO	64064	WARD PETER & MICHAELA	9313 SW TSUNAMI CT BLUE SPRINGS, MO 64064
54-420-06-28-00-0-00-000	1010 SW BROOKSIDE DR	BLUE SPRINGS	MO	64064	THE ESTATES AT CHAPMAN FARMS HOMEOWNERS ASSOCIATION INC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086
54-420-98-12-00-0-00-000	9322 S M 7 HWY	LAKE LOTAWANA	MO	64064	A DAY LLC	9512 LAKE LOTAWANA RD LAKE LOTAWANA, MO 64086
54-330-09-41-00-0-00-000	800 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	COOPER ALEX	800 SW IMPERIAL LN BLUE SPRINGS, MO 64064
53-610-01-51-00-0-00-000	9201 SW WHISPY WAY	BLUE SPRINGS	MO	64064	JONES TODD & ELLEN	9201 SW WHISPY WAY BLUE SPRINGS, MO 64064
54-330-09-33-00-0-00-000	810 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	CAAS PROPERTIES SERIES B LLC	14822 FAIRWAY CIR LEAWOOD, KS 66224
54-420-98-10-00-0-00-000	9400 S M 7 HWY	LAKE LOTAWANA	MO	64064	A DAY LLC	9400 A MO 7 HWY LEES SUMMIT, MO 64064
54-330-08-64-00-0-00-000	920 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	AGRAWAL OM P & HEM L	920 SW IMPERIAL LN LEES SUMMIT, MO 64064
54-420-06-99-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64064	DAK REALTY DEVCO LLC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086
54-420-04-32-00-0-00-000	9204 SW WHISPY WAY	BLUE SPRINGS	MO	64064	VASKO FAMILY TRUST DATED JULY 25, 2022	9204 SW WHISPY WAY BLUE SPRINGS, MO 64064
54-330-08-63-00-0-00-000	CA RESIDENTIAL	BLUE SPRINGS	MO	64064	THE ORCHARDS AT CHAPMAN FARMS TOWNHOMES	2501 NE 102ND TER KANSAS CITY, MO 64154
54-420-98-15-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64064	CB&T HOLDING II LLC	PO BOX 50 CHILLICOTHE, MO 64601-0050
54-420-98-13-00-0-00-000	9318 S M 7 HWY	LAKE LOTAWANA	MO	64064	A DAY LLC	9512 S MAIN ENTRANCE DR LAKE LOTAWANA, MO 64086
54-420-98-11-00-0-00-000	9324 S M 7 HWY	LAKE LOTAWANA	MO	64064	A DAY LLC	9512 LAKE LOTAWANA RD LAKE LOTAWANA, MO 64086
53-610-01-54-00-0-00-000	9104 SW 10TH TER	BLUE SPRINGS	MO	64064	SHILLCUTT AARON AKA SHILLCUTT AARON L & COURTNEY	9104 SW 10TH TER BLUE SPRINGS, MO 64064
54-420-06-30-00-0-00-000	9308 SW TSUNAMI CT	BLUE SPRINGS	MO	64064	HAAS RYAN H & BELTGENS NATALIE L	29203 E COLBURN RD GRAIN VALLEY, MO 64029
54-330-08-65-00-0-00-000	924 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	AGRAWAL OM P	891 HISHLANDS CIR LOS ALTOS, CA 94024
54-420-06-33-00-0-00-000	9309 SW TSUNAMI CT	BLUE SPRINGS	MO	64064	HARRIS TREVOR K	9309 SW TSUNAMI CT BLUE SPRINGS, MO 64064
54-420-98-16-00-0-00-000	26101 SW MASON SCHOOL RD	BLUE SPRINGS	MO	64064	STRAIGHT JOHN H & GWENDOLYN F	26101 SW MASON SCHOOL RD BLUE SPRINGS, MO 64064
54-420-98-17-00-0-00-000	26003 SW MASON SCHOOL RD	BLUE SPRINGS	MO	64064	RHODES ERIC C & MARGARET DC	26003 SW MASON SCHOOL RD BLUE SPRINGS, MO 64064
53-610-06-09-00-0-00-000	1098 SW CONCH CIR	BLUE SPRINGS	MO	64064	THE ESTATES AT CHAPMAN FARMS HOMEOWNERS ASSOCIATION INC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086
54-330-09-42-00-0-00-000	802 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	MARTINEZ ERIK OJD	802 SW IMPERIAL LN BLUE SPRINGS, MO 64064
54-330-09-43-00-0-00-000	804 SW IMPERIAL LN	BLUE SPRINGS	MO	64064	KOZICZKOWSKI ROBERT J & SHERI L	804 SW IMPERIAL LN BLUE SPRINGS, MO 64064
54-420-04-33-00-0-00-000	9200 SW WHISPY WAY	BLUE SPRINGS	MO	64064	CLAYBURG MICHAEL JOHN & KRISTY	9200 SW WHISPY WAY LEES SUMMIT, MO 64064
54-420-98-02-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64064	JAMES H DEEKEN REVOCABLE TRUST DTD 1/31/03	5050 MAIN ST APT 147 KANSAS CITY, MO 64112
54-330-09-32-00-0-00-000	CA RESIDENTIAL	BLUE SPRINGS	MO	64064	ABBA HOMES LLC	2501 NE 102ND TER KANSAS CITY, MO 64155
53-610-01-01-00-0-00-000	9112 SW 10TH TER	BLUE SPRINGS	MO	64064	THE ESTATES AT CHAPMAN FARMS HOMEOWNERS ASSOCIATION INC	9613 S LAKE SHORE DR LAKE LOTAWANA, MO 64086

PUD Concept Plan, Preliminary Plat
PUDC-04-24-9128; PP-04-24-9129
Brookside Estates at Chapman Farms
Exhibit #5

Blue Springs, Missouri
Community Development

May 27, 2024

Ref: Public Hearing: Amended Planned Unit Development Concept Plan | PUDC-04-24-9128
"Brookside Estates at Chapman Farms"
West of SW 7 Hwy., north and south of SW Brookside Dr.
Parcel # 54-420-98-03-01-0-00-000 & # 54-420-06-99-00-0-00-000

Dear Property Owner:

A Public Hearing will be held by the Planning Commission and the City Council of the City of Blue Springs to receive comments from interested parties and citizens relative to a request by the applicant, Eric Grannemann, on behalf of the property owner, DAK Realty DevCo, LLC, to approve an Amended Planned Unit Development (PUD) Concept Plan to develop an 80-lot single-family subdivision on 29.25 +/- acres generally located west of SW 7 Highway both north and south of SW Brookside Drive.

You are receiving this notice because County records indicate you own property within 185 feet of the boundary of the site in question.

Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

The hearing will be held in the Council Chambers in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs on the following dates:

Planning Commission - Monday, June 10, 2024 @ 6:30 p.m.
&
City Council – Monday, June 17, 2024 @ 6:00 p.m.

Your attendance and comments are welcome at these meetings. Questions concerning this matter may be directed to the Community Development Department at 816-228-0207.

Sincerely,

CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT

Mike Mallon, AICP
Senior Director of City Development

PUD Concept Plan, Preliminary Plat
PUDC-04-24-9128; PP-04-24-9129
Brookside Estates at Chapman Farms
Exhibit #6



Brookside Estates at Chapman Farms

Sally Moore
REAL ESTATE TEAM

ABOUT THE COMMUNITY









COMMUNITY OVERVIEW

- Nearly 30 Acres
- 37% of Total Area Committed to Open & Civic Space
- Common Areas to Include:
  - Walking Trails
  - Playground
  - Play Court
  - Wooden Bridge Crossing
  - Park Benches
- 80 Homesites
- Custom Home Builders
- Complimentary yet Varied Floor Plans
- Sales Prices: Estimated to start at $450,000

SPOTLIGHT: PROJECT OBJECTIVES



Create Custom
Home Options



Promote Custom
Home Builders



Protect Property
Values

PROPOSED
FLOOR PLANS

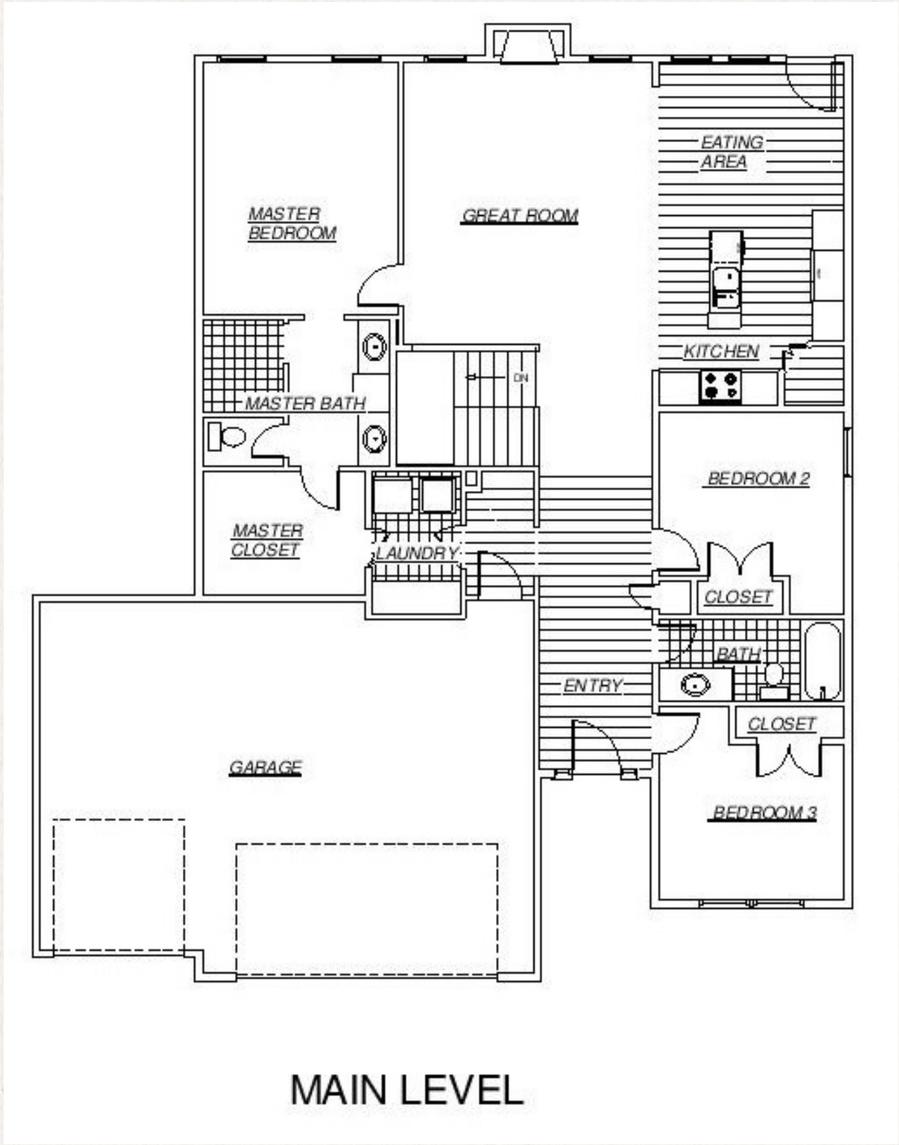
Ranch

Reverse 1.5 Story

1.5 Story

2 Story

Sally Moore
REAL ESTATE TEAM



ABOUT THE BUILDING STYLES

FRONT PORCHES

Per previously approved architectural requirements, at least 50% of all properties shall have front porches

GARAGE DOORS

Garage doors will be decorative in nature, and will have differing trim packages from adjacent homes

FRONT ELEVATIONS

A mixture of materials will be used to keep each elevation creative and unique. Options include lap siding, board and batten, shake shingle, rock and stone, and cement board siding.

ARCHITECTURAL DESIGN

To reduce a one dimensional appearance, front elevations with rock and stone will be required to include a two foot return on sides to create a multidimensional effect.

TRANSOM WINDOWS

Transom windows will be used on sidewalls as applicable to provide natural light and architectural design elements to the sides of homes

DECORATIVE ACCENTS

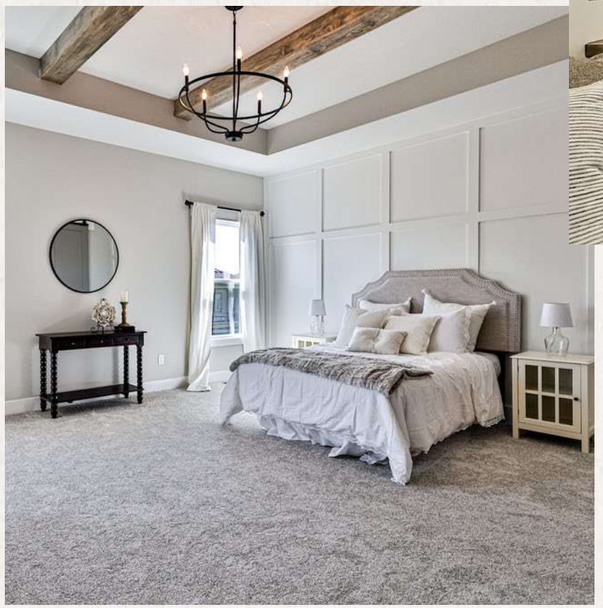
Exterior design features such as shutters, accent lighting & decorative trim will be used to provide texture to the front of homes to give each property personality while maintaining a cohesive look to the community

STYLES & FINISHES













KITCHEN & BATH DESIGNS












































gather

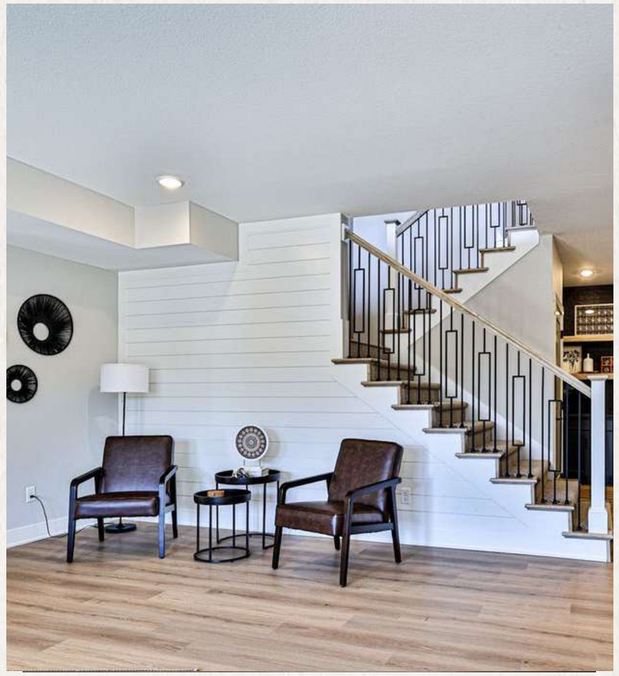


FAMILY ROOM FEATURES





Sally Moore
REAL ESTATE TEAM



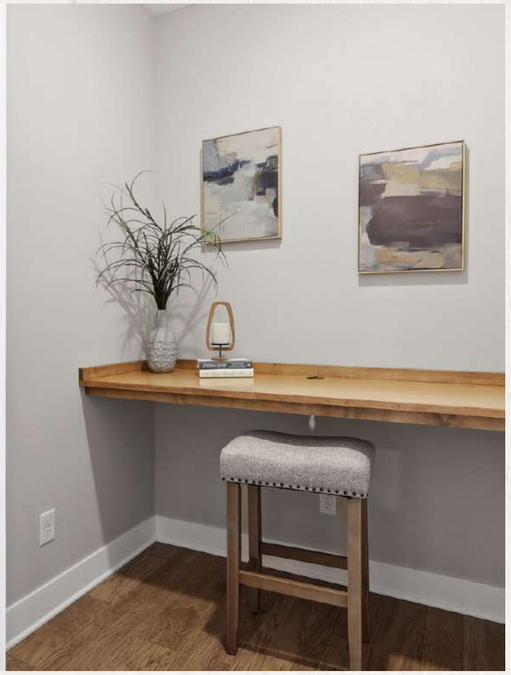



CUSTOM TRIM & FINISH FEATURES





Sally Moore
REAL ESTATE TEAM







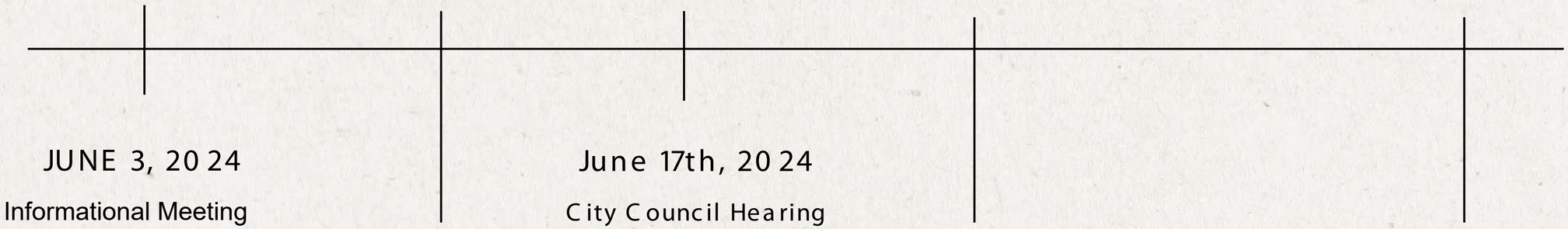








PROJECT TIMELINE



JUNE 3, 2024

Informational Meeting

June 10, 2024

Planning Commission Hearing

June 17th, 2024

City Council Hearing

June 20th, 2024

Close of Purchase

Summer 2024

Commencement of Development

ABOUT THE MARKETING TEAM

SALLY MOORE

REAL ESTATE TEAM

WHO WE ARE

NEW HOME SALES EXPERIENCE:	15 MARKETED COMMUNITIES
PROOF OF PERFORMANCE:	HIGHEST SALES FOR EASTERN JACO
AGENT RANKING:	TOP 1% OF KCRAR
YEARS EXPERIENCE:	100+ YEARS COMBINED
DESIGNATIONS:	ABR, SRS, RENE, ASP
COMPANY:	KELLER WILLIAMS #1 WORLDWIDE



Sally Moore
REAL ESTATE TEAM

CONTACT DETAILS

SALLY MOORE * BILL REIFEISS

Website

sallysellsmoore.com

Email Address

sally@sallysellsmoore.com

billr@kw.com

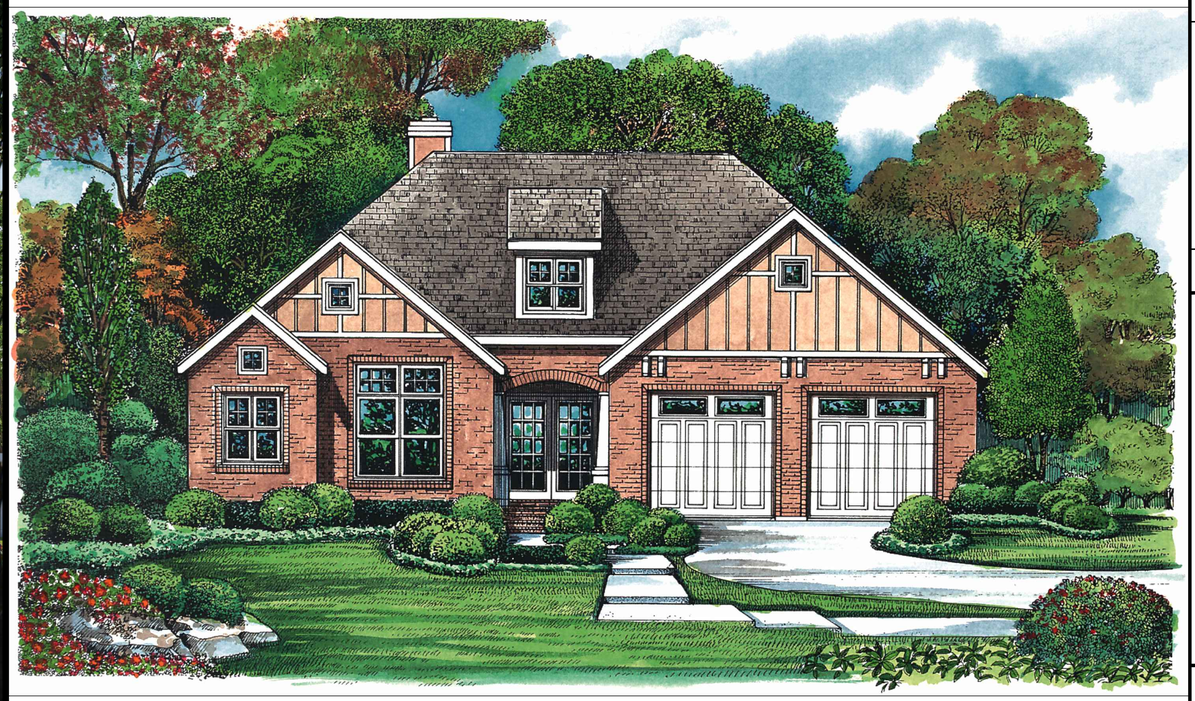
Phone Number

816.308.6806

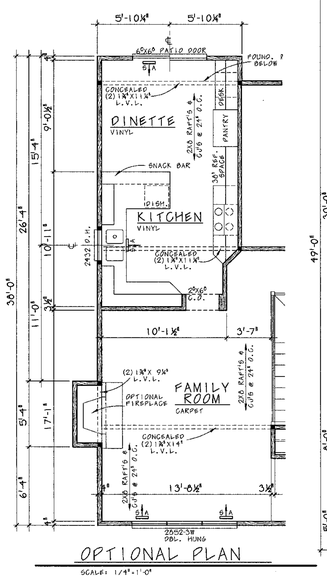
816.809.4545



8532BL COMP ELEVATION

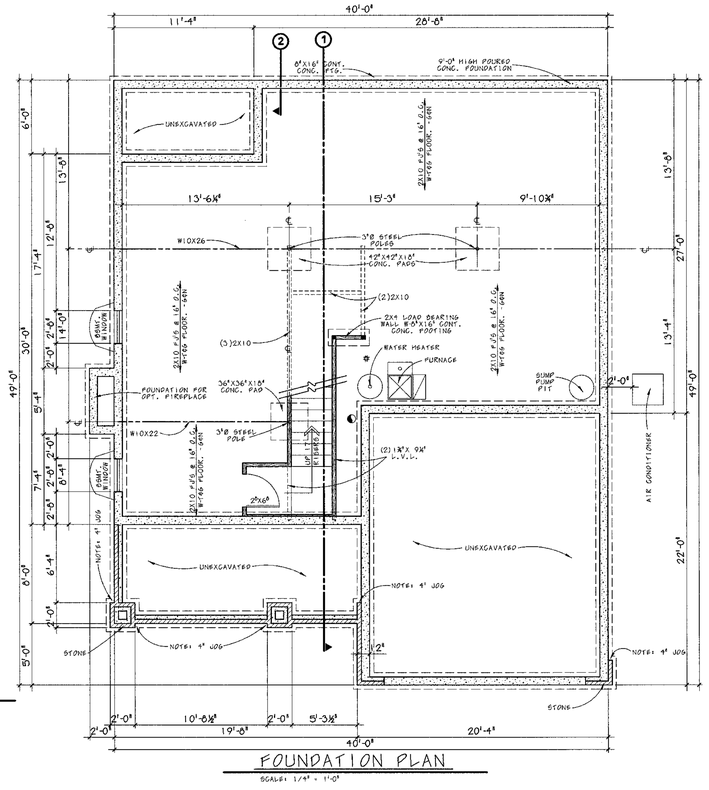


9246_CR ELEVATION



OPTIONAL PLAN

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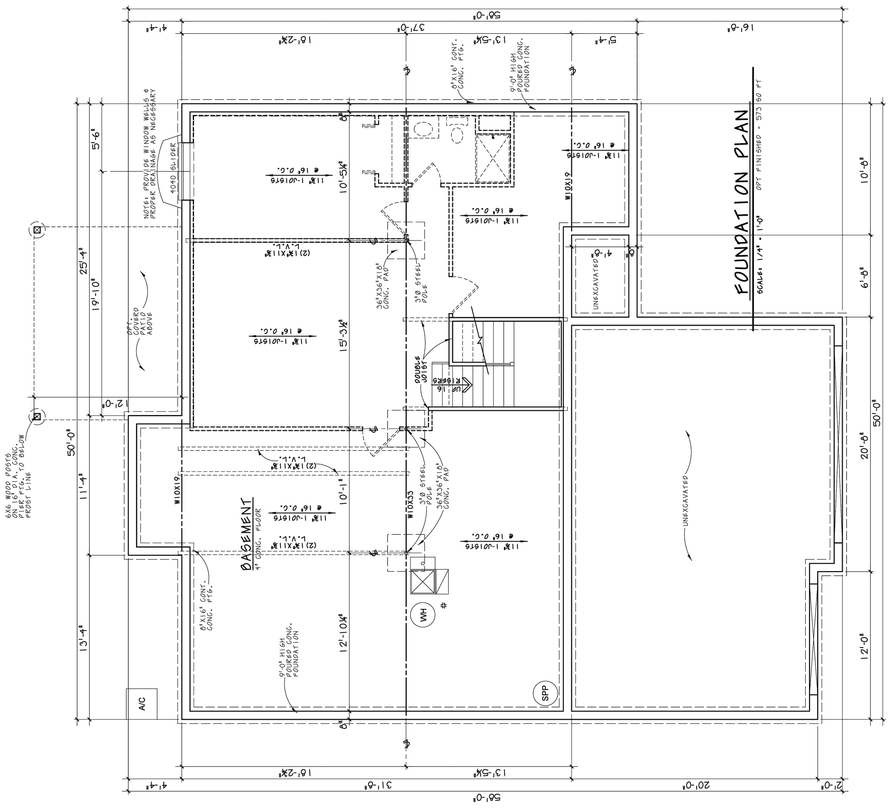

40'-0"
11'-4"
28'-8"
8"X16" CONT. CONC. PTG.
9'-0" HIGH POURED CONC. FOUNDATION
UNEXCAVATED
2X10 @ 16" O.C. W/16Ø FLOOR - SIM.
13'-6"
15'-3"
9'-10"
W10X26
3Ø STEEL POLES
4'-0"X42"X10" CONC. PADS
(2)2X10
2X4 LOAD BEARING WALL W/8"X16" CONT. CONC. FOOTING
(3)2X10
WATER HEATER
FURNACE
36"X36"X10" CONC. PAD
FOUNDATION FOR OPT. FIREPLACE
BUMP PUMP PIT
AIR CONDITIONER
W10X22
(2) 1¾"X 9¾" L.V.L.
2'-0"
2'-6"
2'-0"
2'-0"
2'-0



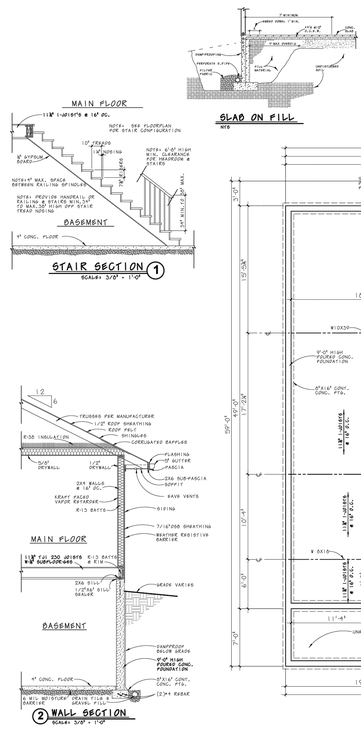
29383 COMP ELEVATION



42247 COMP ELEVATION



29383 COMP FOUNDATION PLAN



42247 COMP FOUNDATION PLAN

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Plan No.
383992

Sheet No.
3

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2	MM	RKS
1	MM	RKS

DATE	REVISION
04/25/24	REVISED PER CITY COMMENTS
04/25/24	SUBMITTED TO THE CITY OF BLUE SPRINGS

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2644
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (NO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.	24-035 BASE
DRAWING NO.	24-035 CONCEPT EXHIBITS
DATE	MAY 15, 2024
JOB NO.	24-035
SHEET	3 OF 6

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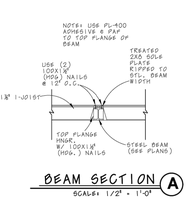
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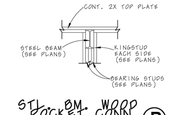
42277 COMP ELEVATION



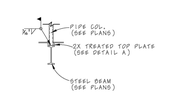
42333 COMP ELEVATION



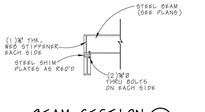
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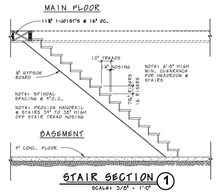
STOCKPOM WORP CORP (B)
SCALE: 1"=1'-0"
(TYP.)



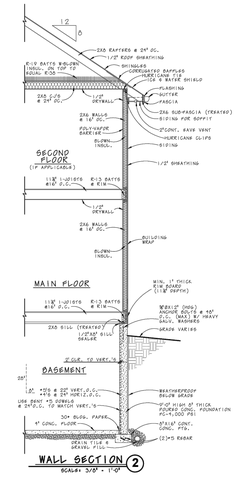
BEAM SECTION (C)
SCALE: 1"=1'-0"



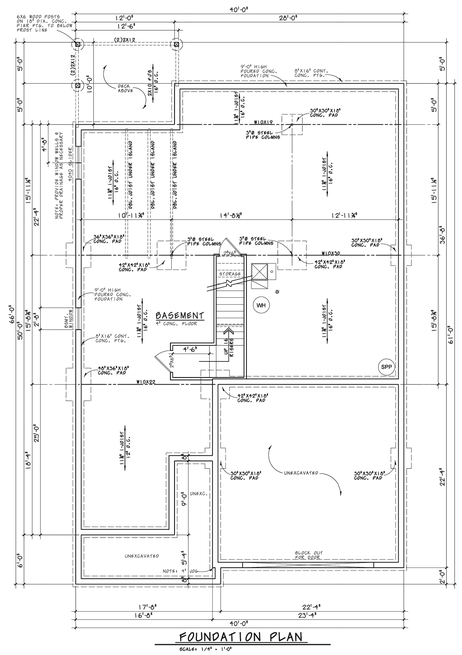
BEAM SECTION (D)
SCALE: 1"=1'-0"



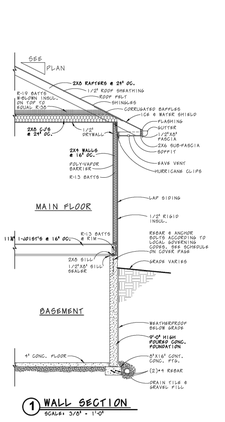
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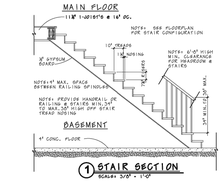


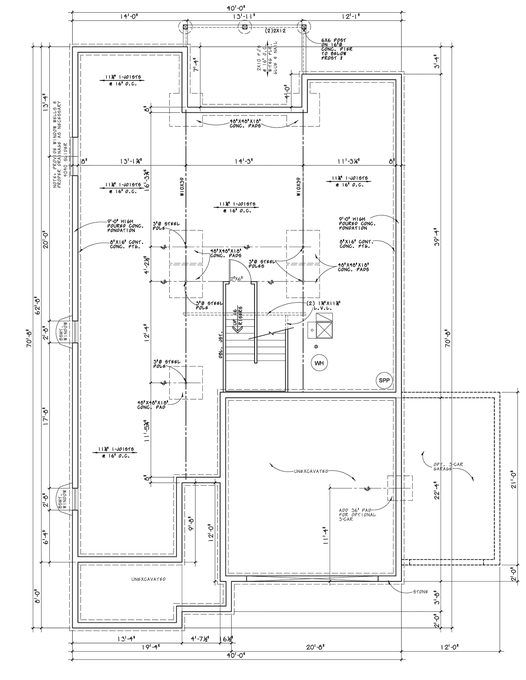
WALL SECTION (2)
SCALE: 3/8" = 1'-0"



42277 COMP FOUNDATION PLAN







42333 COMP FOUNDATION PLAN

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DATE	REVISION	NO.	BY	CK/APP
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STATE OF MISSOURI
RICHARD KEVIN STERRETT
2944
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005273 (MO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24-035 BASE

DRAWING NO.
24-035 CONCEPT EXHIBITS

DATE
MAY 15, 2024

JOB NO.
24-035

SHEET 4 OF 6

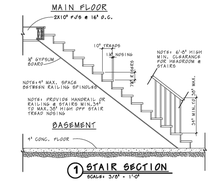
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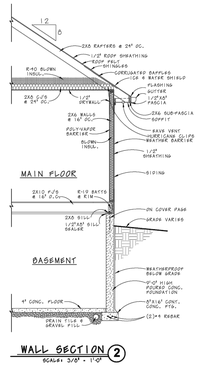
42389 COMP ELEVATION



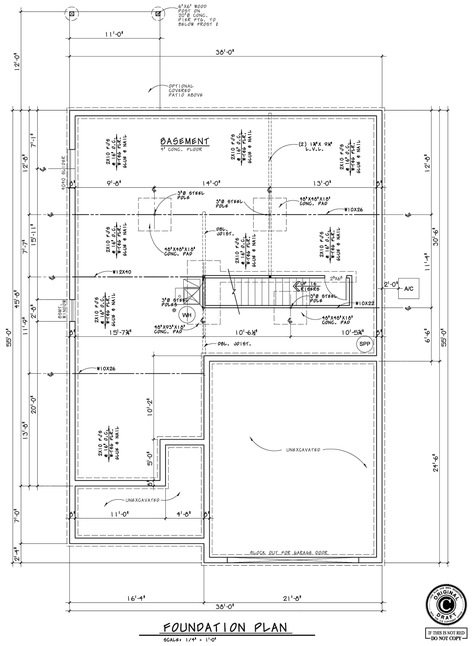
42392 COMP ELEVATION



1 STAIR SECTION
SCALE: 3/8" = 1'-0"



WALL SECTION 2
SCALE: 3/8" = 1'-0"



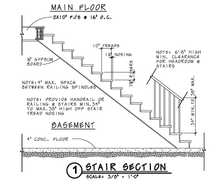
FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

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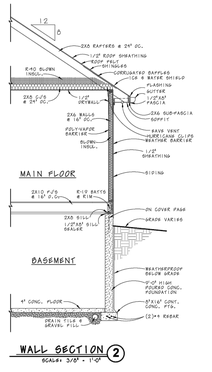
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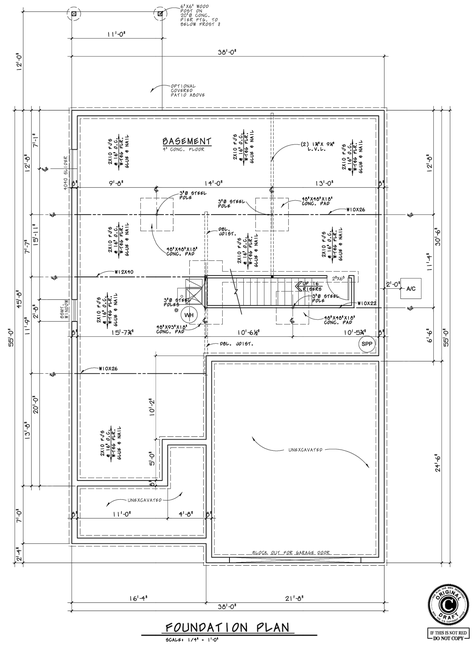
42389 COMP FOUNDATION PLAN



1 STAIR SECTION
SCALE: 3/8" = 1'-0"



WALL SECTION 2
SCALE: 3/8" = 1'-0"



FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

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RICHARD KEVIN STERRETT
2024
REGISTERED PROFESSIONAL ENGINEER
May 15, 2024
R. KEVIN STERRETT, MO E-26440

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24-035 BASE

DRAWING NO.
24-035 CONCEPT EXHIBITS

DATE
MAY 15, 2024

JOB NO.
24-035

SHEET 5 OF 6

PLOT DATE: 5/14/2024 5:04 PM by MARK ISELL
FILE LOCATION: G:\SHARED DRIVE\PVG PROJECTS\24 2023-2024\24-035 BROOKSIDE ESTATES - BROOKSIDE DEVELOPMENT\CIVIL\SHEET FILES\24-035 CONCEPT EXHIBITS.DWG

PUD CONCEPT PLAN

EXAMPLE - ELEVATIONS AND FLOORPLAN

BROOKSIDE ESTATES

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.	24-035 BASE
DRAWING NO.	24-035 CONCEPT EXHIBITS
DATE	MAY 15, 2024
JOB NO.	24-035
SHEET	6
OF	6

Consult engineers planners inc

1533 Locust Street, Kansas City, Missouri 64108

CORPORATE LICENSE No. E2010005 73 (MO.) / E-1736 (KS.) / LS 2019005467

R. KEVIN STERRETT, MO E-26440

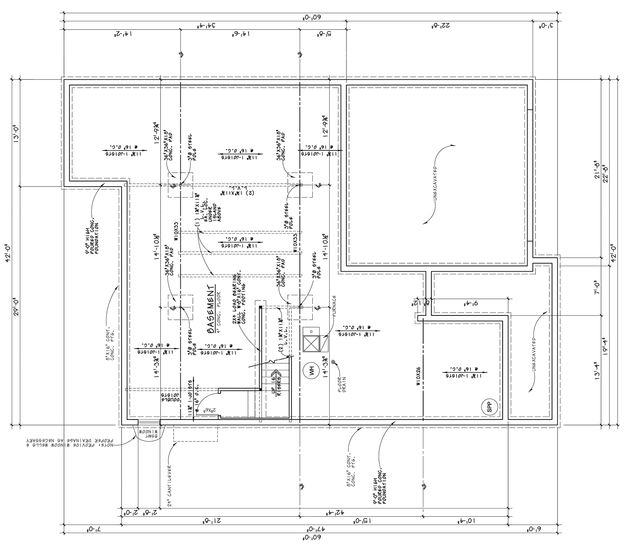
May 15, 2024

DATE	REVISION	NO.	BY	CK/APP
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43065 COMP ELEVATION



43065 COMP FOUNDATION PLAN

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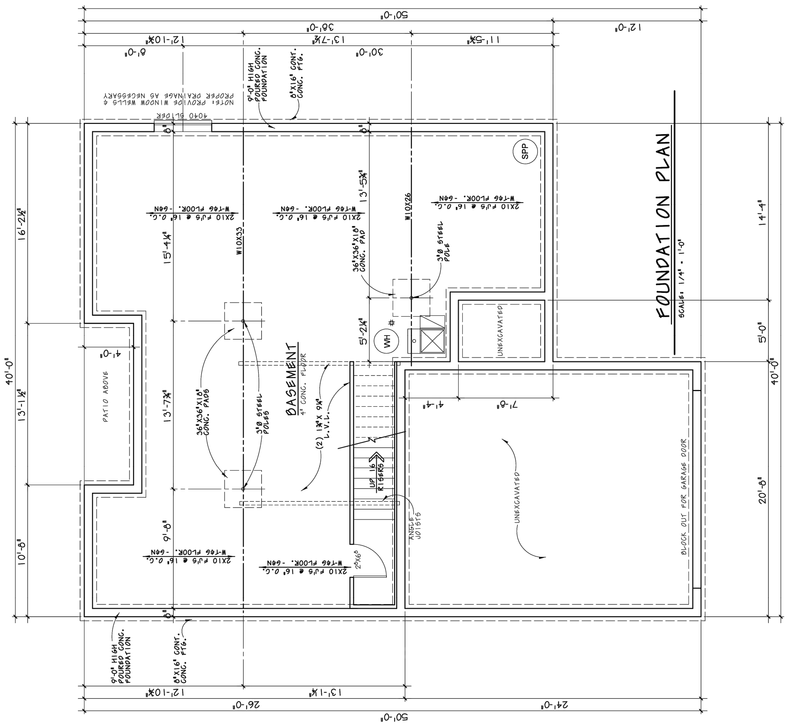
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42396 COMP ELEVATION



42396 COMP FOUNDATION PLAN

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FILE LOCATION: G:\PHASED DEVELOPMENT\SUBDIVISIONS 2023-2024\2024-035 BROOKSIDE ESTATES - EXAMPLE\PLANS\24-035 CONCEPT EXHIBITS.DWG

From: Fowler, William R LCAP <WRFowler@olinlc.com>
Sent: Wednesday, June 12, 2024 2:41 PM
To: Christine Buta <cbuta1@gmail.com>; Erin Ford <eford@bluespringsgov.com>
Subject: RE: Subdivision Proposal

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Buta's,

Thanks for the input and feedback. I will also forward to our City Clerk for incorporation into the Public Record for this proposal.

Beyond an e-mail, some of the best communication is face to face at the Public Hearing. You may want to share your concerns with all our elected officials.

Best Regards,

Ron

From: Christine Buta <cbuta1@gmail.com>
Sent: Wednesday, June 12, 2024 2:20 PM
To: rfowler@bluespringsgov.com
Subject: Subdivision Proposal

<< THIS EMAIL ORIGINATED FROM OUTSIDE OF OLIN >>

Councilman Fowler:

Because you represent our District and have a good sense about how property size can negatively impact surrounding neighborhoods, I am asking that you deny the proposal to reduce home & lot size from the original plan accepted for the development to the East of The Estates at Chapman Farms.

The current plan is already quite small, yet, I believe, adequate for the location. If the proposed 1100 sq ft minimum happens with houses so close together, the result will seem more like an apartment-style living complex.

Please consider all aspects of this proposal. Thank you.

Sincerely,

Christine & Joe Buta
The information contained in this e-mail message is intended only for the personal and confidential use of the recipient(s) named above. If the reader of this message is not the intended recipient or an agent responsible for delivering it to the intended recipient, you are hereby notified that you have received this message and any attachments in error and that any review, dissemination, distribution, copying or alteration of this message and/or its attachments is strictly prohibited. If you have received this message in error, please notify the sender immediately by electronic mail, and delete the original message.

From: Susan Culpepper
To: City Clerk
Subject: Fwd: Brookside Estates at Chapman Farms Proposal
Date: Wednesday, June 12, 2024 5:07:11 PM

Susan Culpepper
Mayor Pro-Tem
City Councilman, District 3
Blue Springs, MO
816-916-5696
Sculpepper@bluespringsgov.com

Begin forwarded message:

From: Terrie Bauer <thebauers75@gmail.com>
Date: June 5, 2024 at 7:23:38 PM CDT
To: Susan Culpepper <sculpepper@bluespringsgov.com>
Subject: Re: Brookside Estates at Chapman Farms Proposal

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

There was a section on “revision requests” perhaps that was from Doug at DAK not the new developer??

On Wed, Jun 5, 2024 at 19:19 Susan Culpepper <sculpepper@bluespringsgov.com> wrote:

> After your phone call I had community development forward to me the plans. I was told that this is the same plan that was approved when DAK Propeties brought their plan forward. As I am reviewing the information I have not seen anything different.
> I am forwarding what I have to you under separate cover. If you see a change that I missed please let me know.
> I also am forwarding your original email to our city clerk to include in the information on file.
>
> Susan
>
> Susan Culpepper
> Mayor Pro-Tem
> City Councilwoman, District 3
> Blue Springs, MO
> 816-916-5696

Sculpepper@bluespringsgov.com

On May 29, 2024, at 11:30 AM, thebauers75@gmail.com wrote:

You don't often get email from thebauers75@gmail.com. Learn why this is important

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Ms. Culpepper:

I wanted to share my thoughts with you regarding the proposed development changes to the Brookside Estates at Chapman Farms which will be going to the planning commission on June 10th and is scheduled on the agenda for June 17, 2024, for the city council.

To provide some history, the developer of our subdivision, Doug from DAK properties asked the city to change/update the requirements to the property just east of our entrance to create much smaller homes, on smaller lots than was originally approved. At the city council meeting where the proposed plan was ultimately approved in **March of 2021**, there was a lively discussion among the council members about the "two step" down requirement from our neighborhood adjacent to the proposed plan (both in terms of the square footage and lot size), along with the proximity of the new homes to our existing walking trails and homes located close by.

Galen Ericson voted against this proposed plan but was outvoted by his peers on the city council. Ultimately, the council was pleased that it was not another request to put in apartments and duplexes that had been requested earlier.

Let's fast forward to today - I just wanted to point out that this new zoning request is NOT simply a change in owners. The new developer, Eric Grannemann (I understand he also

developed 4 Pillars in Blue Springs), is requesting changes outlined below:

1. Reducing the lot size from 7,200 sf to 6,600 sf (a reduction of 600 sf).
2. Reduction of minimum lot width from 65 ft to 60 ft (a reduction of 5 ft.)
3. Reduction of corner side setback from 25 ft to 15 ft (a reduction of 10 ft) AND
4. Reduction of side setback from 8 ft to 5 ft (a reduction of 3 ft). (I assume that translates that the houses will be 10 ft apart).
5. Walking trail connection to The Estates of Chapman Farms – this is a concern because the Estates at Chapman Farms were just assigned a special assessment to cover mandatory upgrades to our trails and to the swimming pool. I can't help but think that increased traffic on these trails will be disruptive to the homeowners who live nearby as well as require additional maintenance.

My last, but not least, concern is the potential negative impact to the property values in our subdivision when these smaller homes on smaller lots are built adjacent to our existing subdivision.

Thank you for allowing me to provide you feedback. If you have any questions or need additional information, please don't hesitate to contact me.

Regards,

Terrie Bauer

1116 SW Conch Way

Blue Springs, MO 64064

Terrie L Bauer

Connect: *thebauers75@gmail.com*

Chat: *816-305-7614*

Begin forwarded message:

From: Susan Culpepper <sculpepper@bluespringsgov.com>
Date: June 12, 2024 at 5:03:10 PM CDT
To: Christine Buta <cbuta1@gmail.com>
Cc: Ron Fowler <rfowler@bluespringsgov.com>
Subject: Re: Subdivision proposal change

Christine
Thank you for your email. I am going to forward this also to the city clerk, so it will be included in the information on record.
I can tell you that the developer was inquiring about making changes prior to council meeting after the testimony and what they heard at the planning commission meeting

Susan Culpepper
Mayor Pro-Tem
City Councilman, District 3
Blue Springs, MO
816-916-5696
Sculpepper@bluespringsgov.com

On Jun 12, 2024, at 2:11 PM, Christine Buta <cbuta1@gmail.com> wrote:

You don't often get email from cbuta1@gmail.com. Learn why this is important

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Dear Councilwoman Culpepper:

As a resident of the Estates at Chapman Farms, I am asking that you deny the reduction in size of the proposed subdivision to the East of ours.

To have such tiny houses so close together will substantially impact the serenely developed atmosphere that surrounds this entire area. Sometimes size matters!

Thank you for your consideration.

Beat regards,

Christine & Joe Buta

Introduced by Councilmember _____ BILL NO. 5222
(PUDC-04-24-9128)

ORDINANCE NO. _____

AN ORDINANCE APPROVING THE BROOKSIDE ESTATES AT CHAPMAN FARMS AMENDED PLANNED UNIT DEVELOPMENT CONCEPT PLAN

WHEREAS, proper application having been made to approve an Amended Planned Unit Development (PUD) Concept Plan for property hereinafter described; and

WHEREAS, after review of the Amended PUD Concept Plan with respect to such issues as density, impacting surrounding areas, and the adequacy of facilities and services, basic parameters are established for the development of the PUD project; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held on June 10, 2024, which Commission, after said hearing, recommended that the application for Amended PUD Concept Plan be denied; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the application was appropriate at the location herein described; and

WHEREAS, the City of Blue Springs, Missouri has regulated the development at this location by requiring that it be developed as an Amended PUD Concept Plan; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The following described tract of real estate is hereby declared subject to the Brookside Estates at Chapman Farms Amended PUD Concept Plan. The site is legally described as:

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as;

Beginning at the Northwesterly corner of said Lot 34, said corner also being the Northeasterly corner of Tract G, The Estates at Chapman Farms-3rd Plat, a subdivision of record; thence along the boundary of said Lot 34, the following 11 courses; thence South 87 degrees 40 minutes 27 seconds East, a distance of 369.99 feet; thence North 01 degrees 49 minutes 52 seconds East, a distance of 297.74, to a point on the South Right-of-Way line of Mason School Road, as now established; thence continuing along the boundary of said Lot 34, also along the South Right-of-Way line of Mason School Road the following 5 courses; thence South 87 degrees 56 minutes 17 seconds East, a distance of 37.88 feet; thence along a curve to the right, (said curve having a radius of 470.00 feet), an arc distance of 56.00 feet; thence South 81 degrees 00 minutes 06 seconds East, a distance of 105.00 feet; thence along a curve to the left, (said curve having a radius of 530.00 feet), an arc distance

of 64.16 feet; thence South 87 degrees 56 minutes 17 seconds East, a distance of 60.91 feet; thence South 01 degrees 08 minutes 35 seconds West, a distance of 635.04 feet; thence South 15 degrees 39 minutes 57 seconds East, a distance of 33.25 feet; thence South 88 degrees 10 minutes 44 seconds East, a distance of 183.26 feet; thence South 02 degrees 03 minutes 27 seconds West, a distance of 428.03 feet, to a point on the North Right-of-Way line of Brookside Drive, as now established; thence South 77 degrees 46 minutes 44 seconds West, along said North Right-of-Way line, a distance of 95.40 feet; thence North 88 degrees 29 minutes 01 seconds West, along said North Right-of-Way line a distance of 673.02 feet, to the Southeast corner of Tract B, The Estates at Chapman Farms-1st Plat, a subdivision of record; thence North 15 degrees 31 minutes 50 seconds West, along the East line of said Tract B and along the East line of Tract G, The Estates at Chapman Farms-3rd Plat, a distance of 423.75 feet; thence North 01 degrees 50 minutes 01 seconds East, along the East line of said Tract G, a distance of 443.86 feet, to the Point of Beginning;

AND

All that part of Lot 34, Chapman Farms-1st Plat, a subdivision of record in the City of Blue Springs, Jackson County, Missouri, more particularly described as;

Beginning at the Southwest corner of said Lot 34, said point also being the Southeast corner of Tract F, The Estates at Chapman Farms-2nd Plat, a subdivision of record; thence North 01 degrees 57 minutes 14 seconds East, along the East line of said Tract F, also being along the East line of Tract C1, The Estates at Chapman Farms-1st Plat, Amended, a subdivision of record, a distance of 632.18 feet, to a point on the South Right-of-Way line of Brookside Drive as now established; thence South 88 degrees 29 minutes 00 seconds East, along said South Right-of-Way line, a distance of 639.92 feet; thence South 88 degrees 57 minutes 43 seconds East, along said South Right-of-Way line, a distance of 224.41 feet, to a point on the East boundary of said Lot 34; thence along the boundary of said Lot 34 the following 4 courses; thence South 02 degrees 03 minutes 14 seconds West, a distance of 433.63 feet, to a point on the North line of Lot 1, R. C. Schotts Addition, a subdivision of record; thence North 88 degrees 06 minutes 11 seconds West, along the North line of said Lot 1, a distance of 93.40 feet, to the Northwest corner thereof; thence South 02 degrees 02 minutes 07 seconds West, along the West line of Lots 1, 2 and 3, R. C. Schotts Addition, a distance of 207.90 feet; thence North 87 degrees 58 minutes 27 seconds West, a distance of 769.83 feet, to the Point of Beginning. Containing 1,274,215.9 sq. ft. or 29.25 acres total.

Section 2. No land covered within this PUD designation, or contained within the area described by Section 1 of this Ordinance, may be developed except in compliance with the Brookside Estates at Chapman Farms Amended Planned Unit Development Concept Plan approved herein by the City of Blue Springs or hereinafter revised, and the requirements of said PUD Concept Plan shall include any staff recommendations contained in the staff report and presented to the Planning Commission at its June 10, 2024 meeting and to the City Council at its June 17, 2024 meeting, and approved by the City Council as conditions of development passage by this Ordinance and of this PUD, and shall be deemed to include those conditions in addition to those contained in the UDC and in documents and drawings submitted to the Planning Commission and City Council and approved hereby, including the following

conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the Concept Plan, which include:
    a. Establish a minimum lot width of 60-ft. for each non-cul-de-sac lot.
    b. Establish a minimum lot size of 6,600-sf. for each lot.
    c. Establish a minimum side yard setback of 5-ft. for each lot.
    d. Establish a minimum corner side yard setback of 15-ft. for each lot.
    ~~e. Establish a minimum livable floor area classification of 1,100-sf. (Class "I"), more than one step below the adjacent subdivision.~~

2. The following items shall be included and approved with the PUD Final Plan:
    a. Final building designs for single-family houses meeting the architectural design requirements included in the PUD Concept Plan, including additional front porch details as noted in the staff report.
    b. Final landscape plan addressing landscaping on all tracts and street trees.
    c. Final illustrative plan for amenities.

3. The following items shall be included on the Final Plat:
    a. A Limits of No Access is required to be delineated and dedicated on all lots and tracts adjacent to SW Mason School Road and SW Brookside Drive.
    b. The minimum livable floor area classification of 1,400-sf. must be noted on the Final Plat.

4. The following items shall be completed prior to approval of the Final Plat:
    a. All sidewalk improvements adjacent to tracts are required to be installed prior to Final Plat approval.
    b. All public improvements are required to be constructed and accepted prior to Final Plat approval.
    c. All Landscape buffers and amenities shall be installed or financially guaranteed prior to approval of the Final Plat. If financially guaranteed, all landscape buffers and amenities shall be installed prior to Final Plat approval of the subsequent Final Plat for the first and second phases. All landscape buffers and amenities for the entire subdivision must be completed prior to Final Plat approval of the third phase.

5. The following items shall be provided prior to the issuance of any building permits within the development:
    a. Drafts of the proposed Declaration of Restrictions and the Homes Association Declaration are required to be submitted and recorded with the Final Plat. Declarations must address the maintenance of all open space tracts.
    b. The Final Plat shall be approved by the City Council and recorded at Jackson County.

6. The following items shall be provided prior to the issuance of a Certificate of Occupancy for each lot:

a. Sidewalk improvements adjacent to each lot.
b. A minimum of 45 plant units and street tree shall be installed.

Section 3. The base zoning district standards, applicable overlay standards and other applicable regulations of the Unified Development Code shall control development within the PUD Concept Plan except those regulations that are modified and allowed in the Brookside Estates at Chapman Farms Amended PUD Concept Plan.

Section 4. A Planned Unit Development Final Plan shall be submitted and approved prior to the issuance of any building permits for the PUD Final Plan area. Approval of the PUD Final Plan shall only be granted if it is substantial compliance with the approved the Brookside Estates at Chapman Farms Amended PUD Concept Plan.

Section 5. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 6. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

CITY OF BLUE SPRINGS, MISSOURI

CITY COUNCIL
June 17, 2024

EXHIBITS FOR PUBLIC HEARING

SOUTHGATE VILLAS REZONING AND PLANNED DEVELOPMENT CONCEPT PLAN (RZ-04-24-9135 AND PDC-04-24-9136)

EXHIBIT #1 City Council Information Form dated June 11, 2024 with the following attachments: Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference), Letters regarding proposed project, Bill approving the Rezoning and Bill approving the Planned Development Concept Plan

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 11, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☒ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

The Applicant, Harve Sommers of Dynamic Investments, has submitted a Planning Application on behalf of the property owner, Jess Winters of Wasser & Winters Co., for consideration to rezone the property at 700 SW Southgate Drive from "RE" (Residential Estate) to "PD–R" (Planned Development–Residential) (RZ-04-24-9135) and approval of a Planned Development Concept Plan (PDC-04-24-9136) to allow for an Independent Senior Living development Southgate Villas, which includes 14 duplex buildings for a total of 28 units. Upon conclusion of the public hearing, a Bill approving the Rezoning and Planned Development Concept Plan will be ready for introduction and readings.

BACKGROUND/JUSTIFICATION

The applicant is proposing an Independent Senior Living development consisting of 14 duplex buildings, each on their own lot, with two tracts of land for stormwater detention and open space. The development includes a new public street (SW Cherry Lane) that extends through the center of the property south and terminates in a cul-de-sac. Sidewalks will be installed along SW Southgate Drive and SW 7 Highway, adjacent to the development. The applicant is proposing slab on grade buildings, each with single car garages and one driveway parking space. The property was annexed into the City in 1990 and the existing zoning designation was from when the property was in Jackson County prior to annexation.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 18, 2024	N/A

STAFF RECOMMENDATION

Staff recommends approval of the Rezoning (RZ-04-24-9135)

Staff recommends approval of the Planned Development Concept Plan (PDC-04-24-9136) application with the one (1) condition:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless modified by the Planned Development.
    a. The requested modifications of the development standards are as follows:

i. Per UDC 407.080, "Residential Design Standards," request the following modification:
   1. Increase the garage façade coverage from 25% to up to 39.17%.

ii. Per UDC 405.020 "Residential Building Type Standards," request the following modifications:
   1. Decrease the minimum lot area for lots 12 and 13 from 9,000 sq. ft. to 8,134 sq. ft.
   2. Decrease the minimum lot frontage width from 80-ft. to 77-ft.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	June 10, 2024
Action:	1. Recommended approval of the Rezoning from "RE" (Residential Estate) to "PD-R" (Planned Development – Residential) by a vote of 6-0 2. Recommended approval of the Planned Development Concept Plan with one (1) condition by a vote of 6-0 3. Approved the Preliminary Plat with six (6) conditions by a vote of 6-0

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference).
2. Letters regarding proposed project
3. Bill approving the Rezoning
4. Bill approving the Planned Development Concept Plan

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: June 10, 2024 City Council: June 17, 2024
Project Name:	***Southgate Villas***
Site Location:	700 SW Southgate Drive
Project Request:	RZ-04-24-9135; Rezoning from "RE" (Residential Estate) to "PD-R" (Planned Development-Residential) PDC-04-24-9136; PD Concept Plan to allow for an Independent Senior Housing development consisting of 14 duplex buildings for a total of 28 units. PP-10-23-8937; Preliminary Plat for the 4.68 +/- acre property

Applicant: Harve Sommers | Dynamic Investments
Property Owner: Wasser & Winters Co, Jess Winters
Staff Planner: Dave McCumber | Development Review Manager

Project Description: The applicant is requesting approval to rezone the subject property from "RE" (Residential Estate) to "PD–R" (Planned Development–Residential). The applicant is also requesting approval of a Planned Development (PD) Concept Plan to allow for an Independent Senior Housing development, which includes 14 duplex buildings for a total of 28 units. The final request is for approval of a Preliminary Plat for 4.68 +/- acres located at 700 SW Southgate Drive. The proposed project will be platted as fourteen (14) lots and two (2) tracts.

Staff Recommendation: Staff recommends approval of the Rezoning and recommends approval of the PD Concept Plan, and Preliminary Plat with conditions.

Previous Actions:

Date	Review Body	Action
11/05/1990	City Council	Ordinance 1994 Approving an Annexation of the Property

Staff believes that after the property was annexed into the City in 1990, no other application for development was filed and the zoning that exists today was in place prior to the annexation of the land.

Future Applications: Future applications include the PD Final Plan and Final Plat. The Final Plat must be approved and recorded at Jackson County prior to the issuance of building permits.

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"SF-7" (Single-Family)	Undeveloped
South:	"SF-7" (Single-Family)	Detached Housing
East:	"SF-7" (Single-Family) & "GB" (General Business)	Undeveloped
West:	"SF-7" (Single-Family)	Detached Housing

REZONING ANALYSIS

Existing Zoning: "RE" (Residential Estate)
Existing Land Use: Undeveloped
Proposed Zoning: "PD–R" (Planned Development – Residential)
Proposed Land Use: Independent Senior Living

Comprehensive Plan: According to the 2014 Comprehensive Plan, "the *Future Land Use Policy Map* reflects planned future land uses at the most generalized and city-wide scale. The intent of the *Future Land Use Policy Map* is not to predetermine land uses or zoning on a specific parcel or at specific locations. Together with other elements of the Comprehensive Plan, the *Future Land Use Policy Map* should be used to guide the relationships and physical improvements needed to create the types of places that are part of Blue Springs' long-range vision."

The Comprehensive Plan designates the subject property as a *Neighborhood*, which is defined as:

Areas for residential living arranged in a connected pattern of streets and blocks to provide access to civic and neighborhood amenities. Neighborhoods are primarily detached houses, but can include integration of different housing types, institutional/civic uses and spaces, or micro-commercial uses that support the neighborhood pattern and scale. Connection to Gathering Places or Neighborhood Centers is important to access daily services and meet daily needs.

The S1 (South 1) Area Plan, adopted as part of the 2014 Comprehensive Plan designates the subject property as *Mixed Density Neighborhood*, which is defined as:

Mixed Density Neighborhood. Areas for residential living arranged in a neighborhood pattern with access to supporting uses. Net density for these areas is typically 5 to 12 units per acre. A range of housing formats, institutional uses or micro-commercial uses that are compatible with the neighborhood scale may be incorporated at strategic locations.

Rezoning: The intent of the "PD" zoning district is defined in Section 404.260, as follows:

There exist in the City parcels where the zoning regulations contained in the categorical districts listed in the UDC may not provide for the development of innovative projects desired by property owners and providing general benefit to the City as a whole. To allow for innovative development projects in a way that can assist in the implementation of the City's Comprehensive Plan and other development goals and objectives, a Planned Development (PD District) District is provided as a special zoning district that may be used in these instances. The intent of the PD District is to encourage unique and high-quality neighborhood, commercial or mixed-use development through an integrated development plan that provides flexibility to the standard zoning district regulations. The use of the PD District can enhance the quality of development and amenities, improve the design of the public realm, increase compatibility between adjacent uses and developments, and reduce negative impacts by using techniques such as: large-scale developments; efficient use of land; innovative and imaginative architectural approaches; design and site planning standards; conservation and preservation of natural resources; urban amenities; and greater open space.

Through the PD, the development will utilize the "Duplex – Standard Lot" building type and certain "MF-10" (Low Density Multi-Family) zoning district standards that are relevant to the development.

The planned development process is a way to facilitate coordinated master planned development that meets or exceeds the intent of the UDC and the goals of the Comprehensive Plan through an integrated plan, process and flexible standards. A planned development application is a specific type of Zoning Map amendment (rezoning) and must meet all the procedures and requirements of that process, but it also accommodates specific master development plans.

Review Criteria: *In reviewing any application for an amendment to the Official Zoning Map (zoning change / rezoning), the Planning Commission and City Council shall review the proposed amendment considering the Comprehensive Plan, the general requirements of the Unified Development Code, and the following considerations:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan, and in particular the relationship of land uses within the proposed district and the relationship with uses existing or anticipated in surrounding districts.

   STAFF RESPONSE: The proposed rezoning is in accordance with the 2014 Comprehensive Plan and S1 (South 1) Area Plan which classifies the subject property as "*Mixed-Density Neighborhood*." The rezoning to Planned Development – Residential and associated PD Concept Plan will allow for a mix of residential densities in the general area.

2. The application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts.

   STAFF RESPONSE: The proposed development meets the intent of the "PD District" definition and standards. The intent of the "PD District" zoning district is defined in Section 404.260, as follows: *to encourage unique and high-quality neighborhood, commercial or mixed-use development through an integrated development plan that provides flexibility to the standard zoning district regulations.*

3. The precedents that might result from approval or denial of the application, and the possible effects of such precedents on the character of the area, and in particular the building form, site design, and other development patterns and urban design aspects that accompany precedents for the proposed district.

   STAFF RESPONSE: Approval of the rezoning application would allow for the existing 4.68 +/- acre parcel to be developed and add new housing units to the City, more specifically, units that are designed to accommodate an aging population. Denial of the rezoning application would result in the property remaining undeveloped for an unknown period of time.

4. Compliance of any proposed development with the requirements of the UDC.

   STAFF RESPONSE: The subject property can be developed under the requirements of the UDC; however, the applicant is requesting modifications through a PD Concept Plan. Staff believes that all requested modifications are

warranted due to the proposed development type and the constraints of the site due to its size and irregular shape.

5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.

   STAFF RESPONSE: Staff believes this rezoning will not reduce the ability of the City or other government agencies to provide service, facilities, or programs. The subject property is located in a developing area with access to services and facilities. Additional improvements to provide adequate services, including utilities, stormwater, and a new street will be provided by the developer.

6. The effect of approval on the condition or value of property in the City or in the vicinity, including the likelihood of surrounding areas to be developed in accordance with the Comprehensive Plan.

   STAFF RESPONSE: Staff believes approval of this rezoning will not negatively impact the condition or value of the property of surrounding areas or the ability to be developed in accordance with the Comprehensive Plan. The investment is likely to have a positive impact on the surrounding area by providing additional housing options for existing or new citizens.

7. The requested zoning change is justified by a change in conditions since the existing zoning was designated or by an error in the current designation.

   STAFF RESPONSE: The property is zoned for “RE” (Residential Estate), which require lots to be a minimum of one (1) acre in size. Given the proximity to 7 Highway and the detached housing subdivision to the west (Southgate Hills), the land lends itself to development of higher densities than what is allowed in the “RE” district. The requested zoning change would allow the property to be developed in a manner that would provide a more appropriate buffer between 7 Highway and the single-family subdivision to the west, without being as intense as a commercial development.

8. The consistency of the application with other adopted policies of the City.

   STAFF RESPONSE: Staff believes this proposal is consistent with other adopted City policies.

9. The recommendations of professional staff.

   STAFF RESPONSE: Based on the review criteria above, staff recommends approval of this rezoning request.

PD CONCEPT PLAN & PLAT ANALYSIS

A concept plan or general development plan is a conceptual or generalized development plan for the entire area included either under the rezoning area or a previously approved concept plan area that requires an amendment. The purpose of a concept plan or general development plan is to allow preliminary review of a proposed development plan before substantial technical work has been undertaken.

Planned Development Standards: As part of the PD Standards, the applicant is proposing the following:

- All development standards will follow the "Duplex – Standards Lot" building type and the "MF-10" (Low Density Multi-Family) zoning district standards unless otherwise noted.
- Building designs are provided.

Preliminary Plat Requirements: The proposed Preliminary Plat meets the minimum standards described in the Unified Development Code (UDC) Section 403.050 and submittal requirements provided in the Preliminary Plat application.

Preservation: The existing site is undeveloped and heavily wooded. A small creek runs through the site, which carries stormwater from the development to the east across 7 Highway, when necessary. The creek will be relocated to an underground stormwater pipe that is tied into this development's detention system.

Phasing: This development s is expected to be started and completed in one phase.

Modifications Requested: The applicant is proposing the following modifications through the PD Standards related to either the building type ("Duplex – Standard Lot") or selected base zoning district ("MF-10" – Low Density Multi-Family) regulations and development standards:

- **Per UDC 407.080, "Residential Design Standards," request the following modifications:**
  - **Increase the garage façade coverage from 25% to up to 39.17%.**
- **Per UDC 405.020, "Residential Building Type Standards," request the following modifications:**
  - **Decrease the minimum lot size for lots 12 and 13 from 9,000 sq ft to 8,134 sq ft.**
  - **Decrease the minimum lot width from 80-ft to 77-ft.**

Modifications through a PD should be offset by enhancements to other aspects of the development to provide for a higher quality development than what could be achieved under the base zoning district. The following enhancements have been provided:

- **Garage doors stepped back 7-ft. from front building line.**
- **Front doors with enhanced features including glass, trellises, and lighting.**
- **Enhanced garage door design, with added details including windows, lighting, and trellises help mitigate the additional façade coverage.**

Streets & Sidewalks: The development includes a public street (SW Cherry Lane) which will end in a cul-de-sac. The street is 28-ft. in width to the back of the curb and includes a 5' wide public sidewalk along its west side. Sidewalks will be added to the south side of SW Southgate Drive and west side of Highway 7 to the southern property line of the development. **Road improvements and construction of SW Cherry Lane, including the required sidewalks, shall be completed prior to Occupancy of the first building in this development.**

Traffic: The anticipated traffic generated from this development does not warrant a Traffic Impact Study per City of Blue Springs Design & Construction manual.

Stormwater: **A stormwater management plan has been prepared by a professional engineer registered in the State of Missouri and submitted to Public Works for review.** Stormwater detention and stormwater quality requirements shall be met with this development project. The City requires adherence to the current edition of APWA 5600 for Detention and Water Quality. Overland flow and detention areas shall be contained within a drainage easement.

Sanitary Sewer: Gravity sanitary sewer is available on the west side of the proposed development. The sewer has the capacity to convey flows generated from this development, but the developer is responsible for extending sewer within the property in order to serve this site. An engineer or surveyor will need to determine if the sewer invert elevations are such for this development to utilize the sanitary sewer.

Land Use & Density: The proposed land use of Independent Senior Housing units will occupy the 4.68 +/- acre site with a total of 28 units in 14 duplex buildings. The development's housing density is 5.98 dwelling units per acre. The development, which utilizes the MF-10 zoning district standards for density, is well below the 10 unit per acre maximum.

Housing Balance: The 2014 Comprehensive Plan set a housing goal to *integrate housing choices into neighborhoods and corridors* with a target to *increase quantity and diversity of housing types so that non-single-family options are to at least 30% of the housing stock*. Based on building permit data through the end of April 2024, the current housing balance is 70.32% single-family and 29.68% multi-family (non-single-family). The estimated future balance is 70.43% single-family and 29.57% multi-family based on approved projects that have not been permitted. As of April 30, 2024, **an additional 149 non-single-family dwelling units would need to be approved to reach the minimum 30% multi-family target per the Comprehensive Plan.**

	Existing / Permitted Units	Approved, Unpermitted Units*	Estimated Future Units**
Single-Family	16,049 70.32%	870	16,950 70.32%
Multi-Family	6,775 29.54%	340	7,115 29.57%
Total Units	22,824	1,241	24,065

*Approved, unpermitted units is based on Preliminary Plats or Concept Plans approved since January 2018.
**Estimated future units is existing/permitted units + approved, unpermitted units.

Future units: 16,950 single-family units / 0.70 = 24,214 total units
24,214 – 16,950 single-family units = 7,264 multi-family units
7,264 units – 7115 future units = ***149 multi-family units***

Building Typology: The proposed development uses a building type that has been categorized as a "Duplex – Standard Lot." As part of the PD Concept Plan, the Planned Development Standards will utilize the "Duplex – Standard Lot" building type as the base building type and MF-10 base zoning. Items highlighted below are proposed modifications specific to this development.

Standard	Requirement	Proposed
Frontage Width	80-ft.	77-ft.
Lot Area	9,000 sf. minimum; 4,500 square feet minimum where party wall used	8,134 square feet minimum for lots 12 & 13 All other lots 9,000 sf.
Max Density	10 units per acre max	28 units (5.98 units/acre)
Front Setback	20-ft. min. on local	25-ft.
Side & Corner Side Setback	Side: 10 feet minimum; 0 feet where party wall used; 20 feet minimum distance between buildings Corner Side: 20-ft. min.	Side: 10-ft. min. Corner Side: 25-ft. min.
Rear Setback	20-ft. min.	20-ft. min.
Building Separation	20-ft. min.	20-ft. min.
Building Coverage	60% max.	30.6%
Building Height	40-ft. max., 3-stories	1-story
Frontage Type	Terrace	Terrace
Open Space	Not Required	13.7% open space provided

Parking: The proposed development provides two (2) off-street parking spaces per dwelling, one of which is within a garage.

Land Use	Required	Provided
Independent Senior Housing	1.5 spaces per unit	2 spaces (1 garage, 1 driveway)

Pedestrian Access: The development is proposing 5-ft. a sidewalk to be constructed along SW Cherry Lane and 5-ft. sidewalks of the same standards added to the existing SW Southgate Drive and Highway 7 frontages.

Open Space: Open Space is not required for developments under 5 acres in size, however, the applicant is proposing open space on Tract A and has labeled it as a “Greenway.”

Frontage & Landscaping: The applicant has provided a conceptual landscape plan, which includes street trees. The frontage type is classified as Terrace according to the Unified Development Code. The Terrace frontage type extends full width across all lots, ranges from 10-30-ft. in depth, and either one ornamental or small shade tree is required every 40-ft. or one large shade tree every 75-ft. All final landscaping will be reviewed with the PD Final Plan.

Architectural Character: The proposed development includes 28 units in 14 single-story duplex buildings. The units provide 1,330 sq. ft. of livable space and come with a one (1) car garage and one (1) driveway parking space.

Each building’s facade provides four-sided architecture by utilizing a mix of building materials, including stone/masonry, stucco, vinyl lap siding, and vinyl shake siding in a mix of colors.

As part of the PD Standards, all buildings will be required to meet the Residential Design Standards in UDC Section 407.080, except for the following modifications requested through the PD Concept Plan:

• Increase the garage façade coverage from 25% to 39.17%

Outdoor Lighting: Outdoor lighting will be reviewed with the PD Final Plan. All outdoor lighting must comply with the UDC requirements.

Signage: Signs that comply with the Sign Code may be approved through the standard administrative sign permitting process. If proposed signage does not meet the current requirements, the applicant may request a Master/ Alternative Sign Plan, which would be reviewed by the Planning Commission.

Review Criteria: *A Planned Development Concept Plan shall be reviewed according to the following criteria:*

1. The proposed PD District is compatible with present development in the area, and will not have a significant, adverse effect on the surrounding area.

   STAFF RESPONSE: The proposed plan is compatible with the nature of the 7 Highway corridor, which generally consists of commercial and higher intensity land uses along its frontages, backed by residential of lower densities. The increased residential density along 7 Highway provides an appropriate transition to the single-family neighborhood to the west.

2. The proposed PD District is consistent with the public health, safety and welfare, as well as efficiency and economy in the use of land and its resources.

   STAFF RESPONSE: The plan is consistent with the public health, safety, and welfare of the surrounding area. The project will be developing a vacant property in the City and provide new public infrastructure such as improved storm water systems and public sidewalks.

3. The proposed PD District is consistent with the overall direction, intent and policies of the City's Comprehensive Plan.

   STAFF RESPONSE: The plan meets the goals of the Comprehensive Plan by providing a housing product that is less common and in growing demand in Blue Springs. The proposed development is for a relatively low-density (6 units per acre) Independent Senior Living duplex development, designed to accommodate an aging population that desires a more maintenance free lifestyle, as the applicant is providing lawncare and landscaping maintenance. This land use is less intense as compared to uses along 7 Highway to the north, which helps better transition from the corridor towards the west into Southgate Hills.

4. The proposed PD District provides for a creative and innovative design which could not otherwise be achieved under the zoning regulations for the districts listed in Chapter 404.

   STAFF RESPONSE: The project's land use cannot be achieved by another base zoning district as an Independent Senior Housing development. Additionally, three

modifications are being requested from the standards of the UDC, which include the following:

1. Reduce the minimum lot width for the Duplex – Standard Lot from 80-ft. to 77-ft.
2. Reduce the minimum lot area for lots 12 & 13 to no less than 8,134 sq. ft.
3. Allow for more than 25% of the front façade to be garage space.

5. The exceptions from the zoning regulations requested in the proposed PD are warranted by virtue of innovative design and amenities incorporated in the PD District.

   STAFF RESPONSE: This PD project utilizes the "Duplex – Standard Lot" building type and "MF-10" (Low Density Multi-Family) zoning district standards. The request for modifications is justified due to the unique and limited features and dimensions of the land. While the developer has elected to utilize front loaded garages that are beyond the maximum of 25% of front facades, they have stepped them back nearly 7-ft. to minimize their visual impact.

6. The PD District reflects generally accepted and sound planning and urban design principles with respect to applying the Comprehensive Plan and any specific plans to the area.

   STAFF RESPONSE: The plan reflects generally accepted and sound planning and urban design principles, specifically those outlined in the Comprehensive Plan as noted under previous review criteria.

7. The request for a PD District meets all of the review criteria for a Zoning Map amendment.

   STAFF RESPONSE: The PD Concept Plan meets the minimum review criteria for a rezoning as noted in the staff report.

Approval of a Concept Plan shall constitute acceptance of the overall planning concepts and development parameters. An approved Concept Plan shall lapse and be of no further force and effect if a Final Plan (or a Final Plan for a designated phase of the Concept Plan) has not been approved within two (2) years of the date of approval of the Concept Plan.

Review Criteria: *A Preliminary Plat shall be reviewed based on the following criteria:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan. In particular, the physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments reflect the principles and concepts of the plan.

   STAFF RESPONSE: The preliminary plat application is in accordance with the Comprehensive Plan in terms of physical patterns, open spaces, and public realm investments.

2. Compliance with the requirements of this Development Code. In particular, the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.

STAFF RESPONSE: The proposed development includes a new public street (SW Cherry Lane) that extends southward from SW Southgate Drive just east of the Southgate Hills subdivision and ends in a cul-de-sac. The layout of the block and lots are capable of meeting the site and design standards.

3. Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.

   STAFF RESPONSE: The project is planned to occur in one phase.

4. Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions, that reflect long-term solutions and sound fiscal investments.

   STAFF RESPONSE: The project provided reports and/or memos for stormwater and traffic generation. The stormwater and water quality will be mitigated, and the generated traffic will have a minimal impact to the surrounding traffic network. The overall site layout appears to incorporate sound planning, engineering, and urban design solutions.

5. The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Comprehensive Plan.

   STAFF RESPONSE: The application does not deter any existing or future development or goals and policies of the Comprehensive Plan.

6. The design does not impede the construction of future public infrastructure within the area.

   STAFF RESPONSE: The existing site will not impede the construction of future public infrastructure within the area.

7. The recommendations of professional staff.

   STAFF RESPONSE: Staff recommends approval of the Preliminary Plat with conditions.

Approval of the preliminary plat shall constitute acceptance of the overall planning concepts for the subdivision and is a prerequisite for the filing of a final plat. After approval of the preliminary plat the applicant may proceed with the construction plans and submit the proposed final plat for review and approval.

Staff Recommendation:

Staff recommends approval of the Rezoning application.

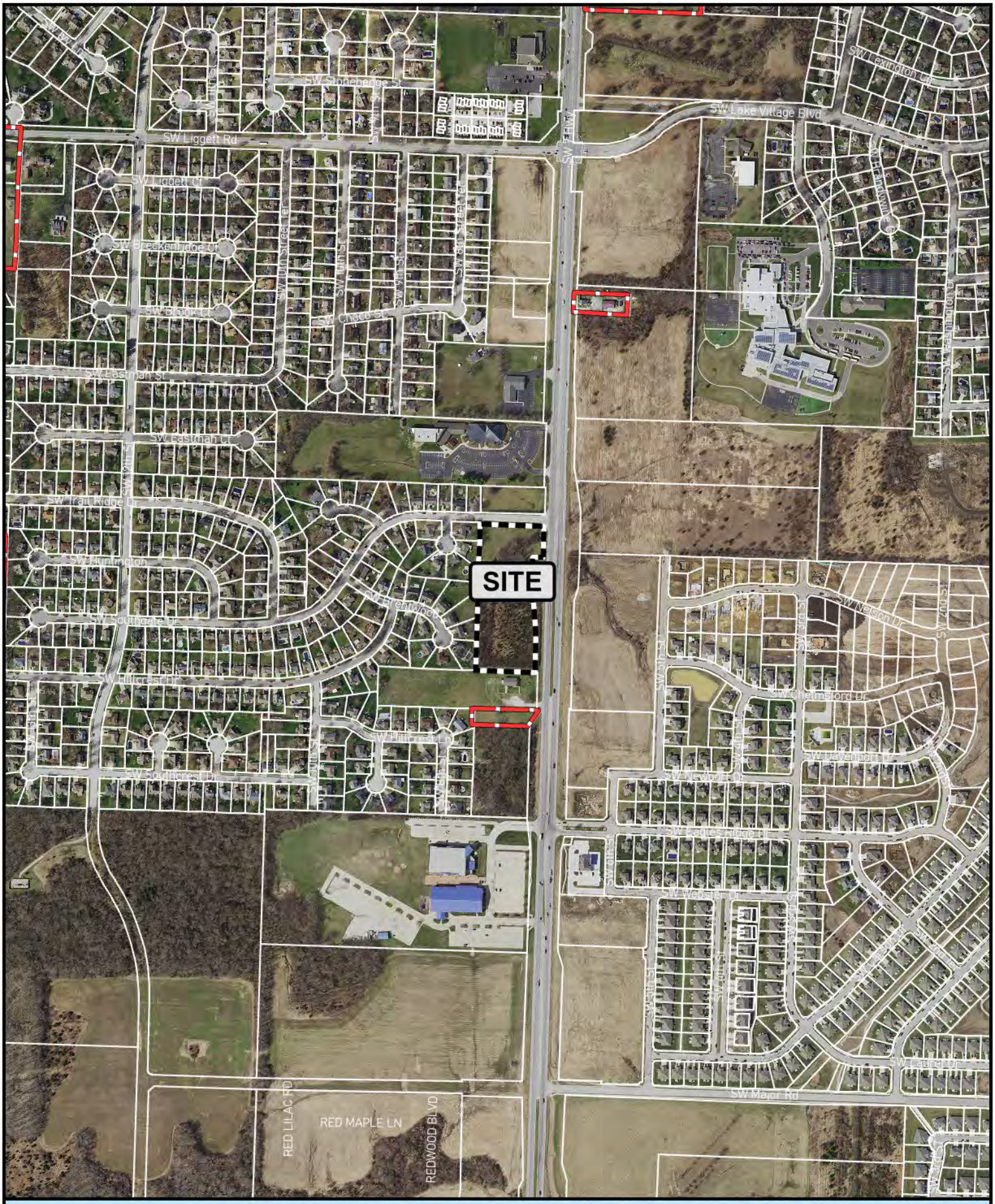
Staff recommends approval of the Planned Development Concept Plan application with the following conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless modified by the Planned Development.

a. The requested modifications of the development standards are as follows:
    i. Per UDC 407.080, “Residential Design Standards,” request the following modification:
        1. Increase the garage façade coverage from 25% to up to 39.17%.
    ii. Per UDC 405.020 “Residential Building Type Standards,” request the following modifications:
        1. Decrease the minimum lot area for lots 12 and 13 from 9,000 sq. ft. to 8,134 sq. ft.
        2. Decrease the minimum lot frontage width from 80-ft. to 77-ft.

Staff recommends approval of the Preliminary Plat application with the following conditions:

1. Approval by the Planning Commission based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC.
2. Approval of the Preliminary Plat is rescinded if the Rezoning (RZ-04-24-9135) and PD Concept Plan (PDC-04-24-9136) are denied by the City Council.
3. Prior to Final Plat approval, the following must occur:
    a. A PD Final Plan must be approved, finalizing the proposed landscaping, site and building designs.
    b. All right-of-way and easements must be shown as required by Public Works.
4. Prior to Building Permit Issuance, the Final Plat must be recorded at Jackson County.
5. Prior to occupancy of each building, all landscaping on the lot must be installed or escrowed.
6. Prior to occupancy of the first building, the following must occur:
    a. All common amenities (trails, common mailboxes, etc.) must be completed.
    b. All required landscaping and buffers shall be installed or financially guaranteed.
    c. All public improvements, unless stated otherwise, shall be completed.
    d. A sealed letter by a Registered Professional Engineer in the State of Missouri stating the detention basins have been constructed per the approved plans and will function as designed shall be submitted to Engineering.

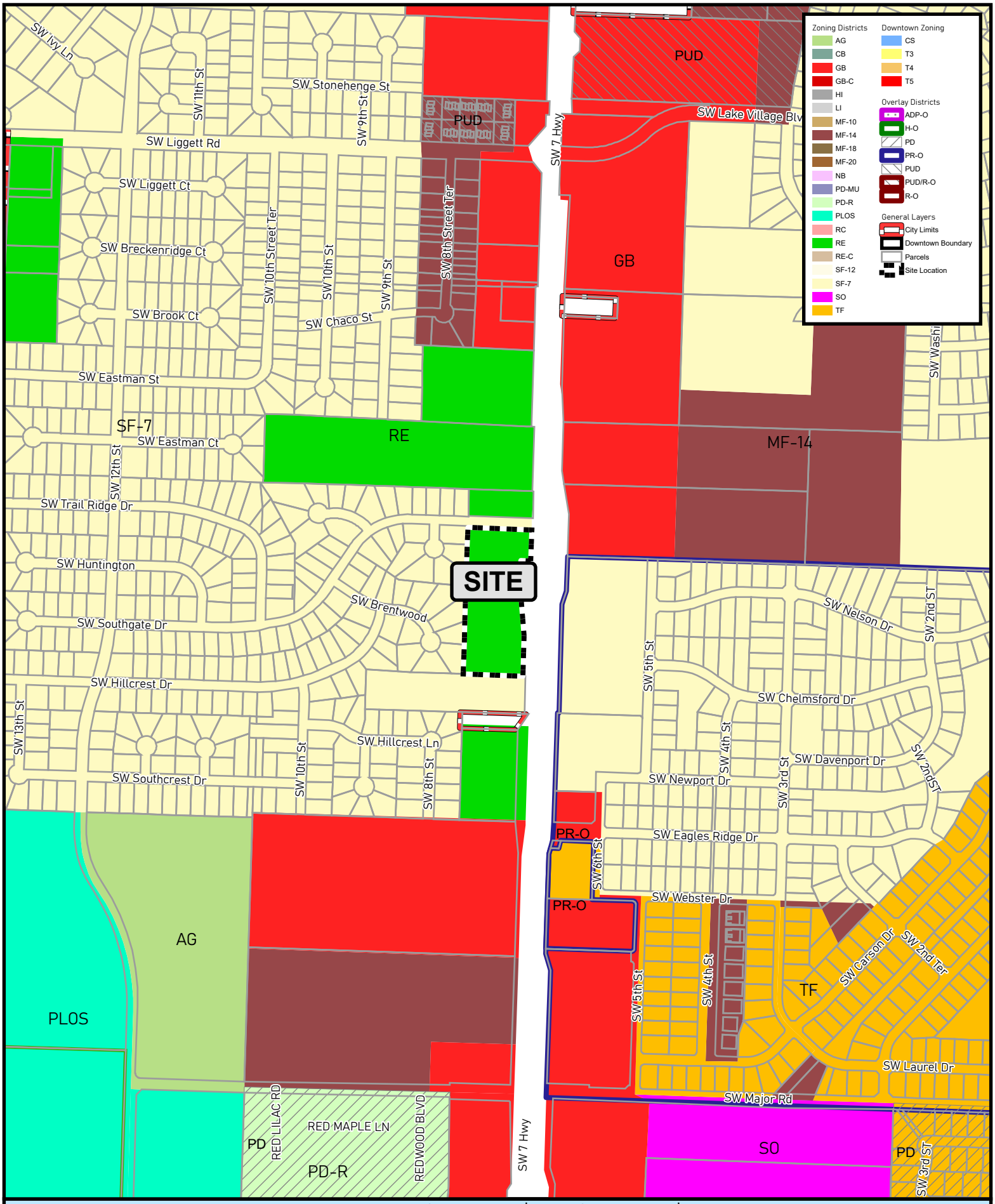


The City of Blue Springs Missouri

RZ-04-24-9135 | PDC-04-24-9036 |
PP-04-24-9137
PARCEL # 41-920-07-01-00-0-00-000
AERIAL LOCATION MAP

N

1 inch = 600 feet
Date: 5/16/2024



The City of Blue Springs Missouri

RZ-04-24-9135 | PDC-04-24-9136 |
PP-04-24-9137
PARCEL # 41-920-07-01-00-0-00-000

SITE LOCATION MAP

N

1 inch = 600 feet
Date: 5/16/2024

1533 Locust Street | Kansas City, MO 64108 | 816.703.7098 | www.HgCons.com

Southgate Villa's
Narrative and Request for Modifications

May 30, 2024

RE: Southgate Villa's
Development Concept Plan - City Proj. No. PDC-04-24-9136

This project is a PD (Planned Development) and is located at Southgate Drive and Missouri 7 highway, it is an older adult community. The project is comprised of all one (1) level duplexes on slab. Tract "A" will be open and civic space, a "common greenway area" comprised of a park bench, trees, and grass in a "park" like setting. All lots, common areas and Tract "B" (detention) will be grass and maintained by the developer.

We respectfully request "Alternative Development Standard" for the following items listed below.

1. Min. Lot Size for Lots 12 and 13 – reduction of minimum lot size from 9,000 sf to Lot 12 - 8,763 sf representing a total reduction of 237 sf and Lot 13 - 8,134 sf representing a total reduction of 866 sf.
2. Min. Lot Width – reduction of standard lot width from 80 ft to 77 ft representing a total reduction of 5 ft.
3. For the garage a maximum of 25% of the front facade to a maximum of 39.17%, an increase of 14.17%. As well as for the garage setback to be decreased from the minimum 12' setback to 7' setback, a difference of 5' (58.33%).

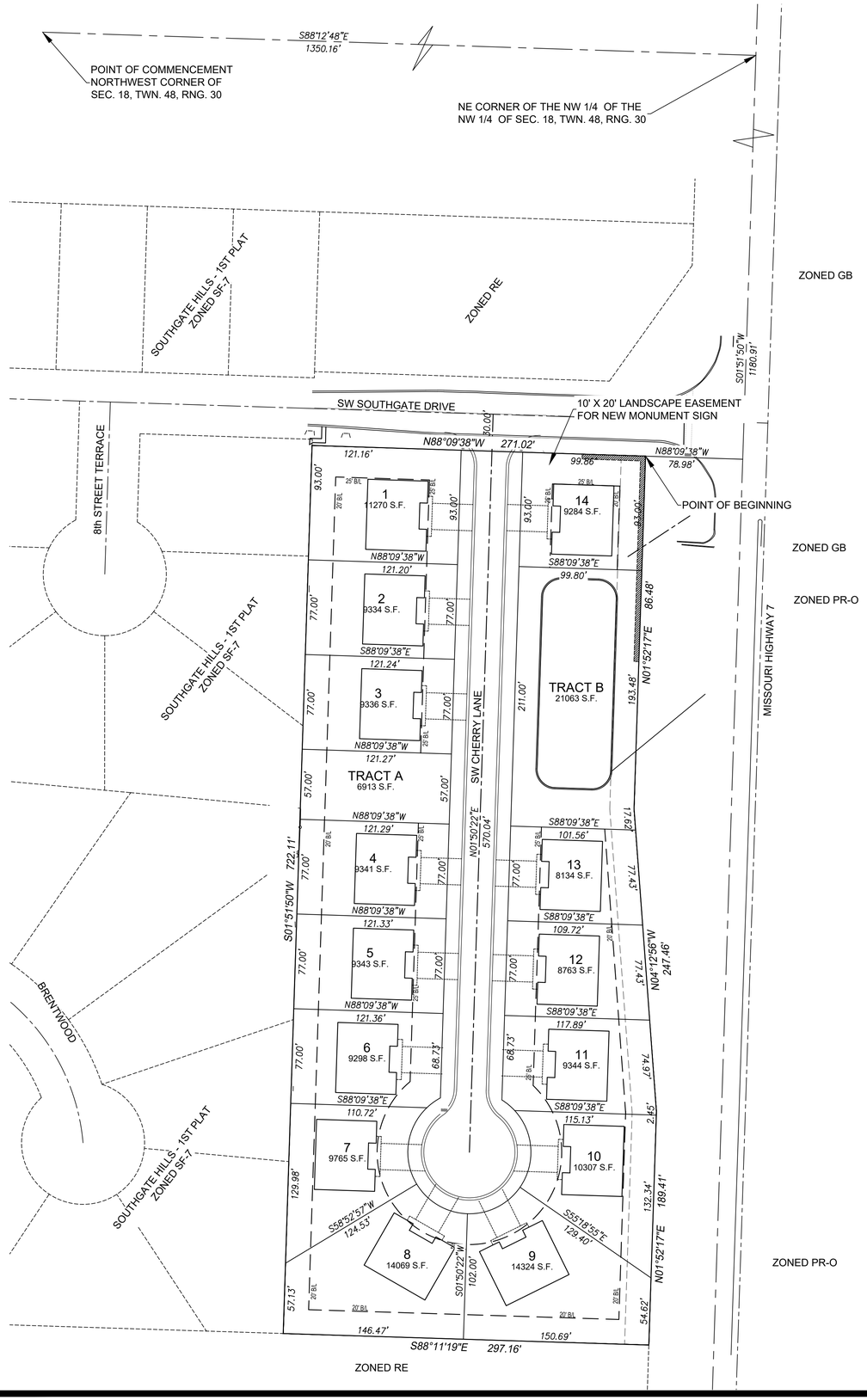
If you have any questions or comments, please contact me at mwacker@hgcons.com or (816) 550-5970

Sincerely,

Mike Wacker
Civil Designer

Rezoning, Planned Development Concept Plan, Preliminary Plat
RZ-04-24-9135; PDC-04-24-9136; PP-04-24-9137
Southgate Villas
Exhibit #2

Received
05/31/2024



PRELIMINARY PLAT

SOUTHGATE VILLA'S

MULTI FAMILY - LOTS 1 - 14, AND TRACT A AND TRACT B
A PART OF THE NORTHWEST 1/4 , OF THE NORTHWEST QUARTER OF SECTION 18 - TOWNSHIP 48 - RANGE 30
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

OWNER
WASSER & WINTERS CO
PO BOX 396
LONGVIEW, WA 98632

PRELIMINARY PLAT PREPARED FOR
Harve Sommers
212 NW 4th Street
Oak Grove, MO 64075
Contact - Harve Sommers
(816) 215-4200

PLANS PREPARED BY
Hg Consult, Inc.
1533 Locust Street
Kansas City, MO 64108
Contact - Kevin Sterrett
(816) 703-7098

GENERAL NOTES

1. A minimum 5ft. ADA compliant sidewalk is required along the west side of SW Cherry Lane. and along the south side of Southgate Drive and the west side of Missouri 7 Highway. At the northwest corner of the property on the south side of Southgate Drive the sidewalk does transition down to 4' wide due to the gas pipes in that area and to tie into the existing 4' sidewalk.
2. According to the F.E.MA. Flood Insurance Rate Map Number 29095C0735G, Revised January 20, 2017, this tract graphically lies in OTHER AREAS, ZONE X, defined as areas determined to be outside the 0.2% annual chance floodplain and ZONE X (Future Base Flood), defined as areas of 1% annual chance flood based on future conditions hydrology. No base flood elevations determined.
3. This development is a 55+ and over community.
4. No construction or disturbance of any type, including clearing, grubbing, stripping, fill, excavation, linear grading, paving, or building is allowed in the stream buffer zone except by permission of the City Engineer.
5. Request for "Alternative Development Standard" for Lots 12 and 13 not meeting the 9000 SF minimum.
6. Request for "Alternative Development Standard" from the 80.00 feet minimum lot width to 77.00'
7. Request for "Alternative Development Standard" for the garage maximum of 25% of the front facade to a maximum of 39.17% an increase of 14.17%. As well as a Request for "Alternative Development Standard" for the garage setback to be decreased from the minimum 12' setback to 7' setback, a difference of 5' (58.33%).

PROPERTY DESCRIPTION

Commencing at the northwest corner of Section 18 Township 48 Range 30, thence; along the north line of section 18 on a bearing of S88°12'48"E a distance of 1,350.16' to the northeast corner of the northwest quarter of the northwest quarter, thence; S01°51'50"W along the east line of the northwest quarter, quarter corner a distance of 1,180.81' thence; N88°09'38"W a distance of 78.98' to the Point of Beginning. Thence; N88°09'38"W along the south right of way line of SW Southgate Drive a distance of 271.02' to a point on the east line of Lot 8, Southgate Hills - 1st Plat, a subdivision in the City of Blue Springs, Missouri, thence; along the east line of said subdivision S01°51'50"E a distance of 722.11' to the southeast of Lot 26 of said subdivision, thence; S88°11'19"E a distance of 297.16' to a point on the west right of way line of Missouri Highway 7, thence; N01°52'17"E along said right of way a distance of 189.41, thence, N04°25'56" continuing along said right of way line a distance of 247.46', thence; N01°52'17"E along said right of way a distance of 286.48'to the Point of Beginning. Containing 4.68 acres.

PROJECT SUMMARY

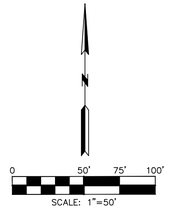
EXISTING ZONING: RE (SINGLE FAMILY)
PROPOSED ZONING: PD (PLANNED DEVELOPMENT)
EXISTING LAND USE: VACANT / AG LOT
TOTAL BOUNDARY AREA: 4.68 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: DUPLEX - STANDARD LOT
FRONTAGE TYPE: TERRACE
MINIMUM LOT SIZE AND WIDTH: +8,134-SF. & 77-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 2,661 S.F. PER BUILDING, 1,330.5 S.F. PER SIDE
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 20-FT.
PROVIDED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 10-FT. / REAR: 20-FT.
OPEN & CIVIC SPACE : GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 13.72%
AREA - LOTS: 14 (141,912 S.F. / 3.26 ACRES)
AREA - OPEN & CIVIC SPACE: 2 TRACTS (27,976 S.F. / 0.64 ACRES)
AREA - RIGHT-OF-WAY: 1 STREETS (33,964 S.F. / 0.78 ACRES)
TOTAL AREA - SUBDIVISION: 203,852.5 S.F. / 4.68 ACRES

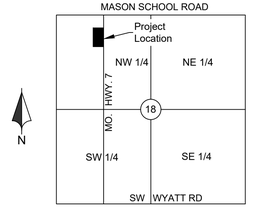
LOT SIZE SUMMARY

NUMBER OF LOTS	14
MINIMUM LOT SIZE	8,134 SQ.FT.
MAXIMUM LOT SIZE	14,324 SQ.FT.
AVERAGE LOT SIZE	+9,300 SQ.FT.
MINIMUM LOT WIDTH	77 FEET
MAXIMUM LOT WIDTH	93 FEET
AVERAGE LOT WIDTH	77 FEET

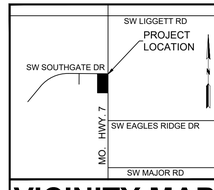
BUILDING STANDARDS SUMMARY

MINIMUM FRONT SETBACK	25 FEET
MINIMUM CORNER SIDE SETBACK	25 FEET
MINIMUM SIDE SETBACK	10 FEET
MINIMUM REAR SETBACK	20 FEET
MAXIMUM BUILDING COVERAGE	15.1%
MAXIMUM BUILDING HEIGHT	XXX





LOCATION MAP
SECTION 18-T48N-R30W
Scale 1" = 2000'



VICINITY MAP
NOT TO SCALE

Received
05/31/2024

NO.	BY	CK/APP
1	NGW	RKS
2	NGW	RKS

DATE	REVISION
5/16/2024	Revised per City comment letter dated May 10, 2024
5/30/2024	Revised per City comment letter dated May 29, 2024

IF THIS IS NOT A BLUE INK SEAL AND THE SIGNATURE IN BLUE INK, THE PLAN IS A COPY AND MAY CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES

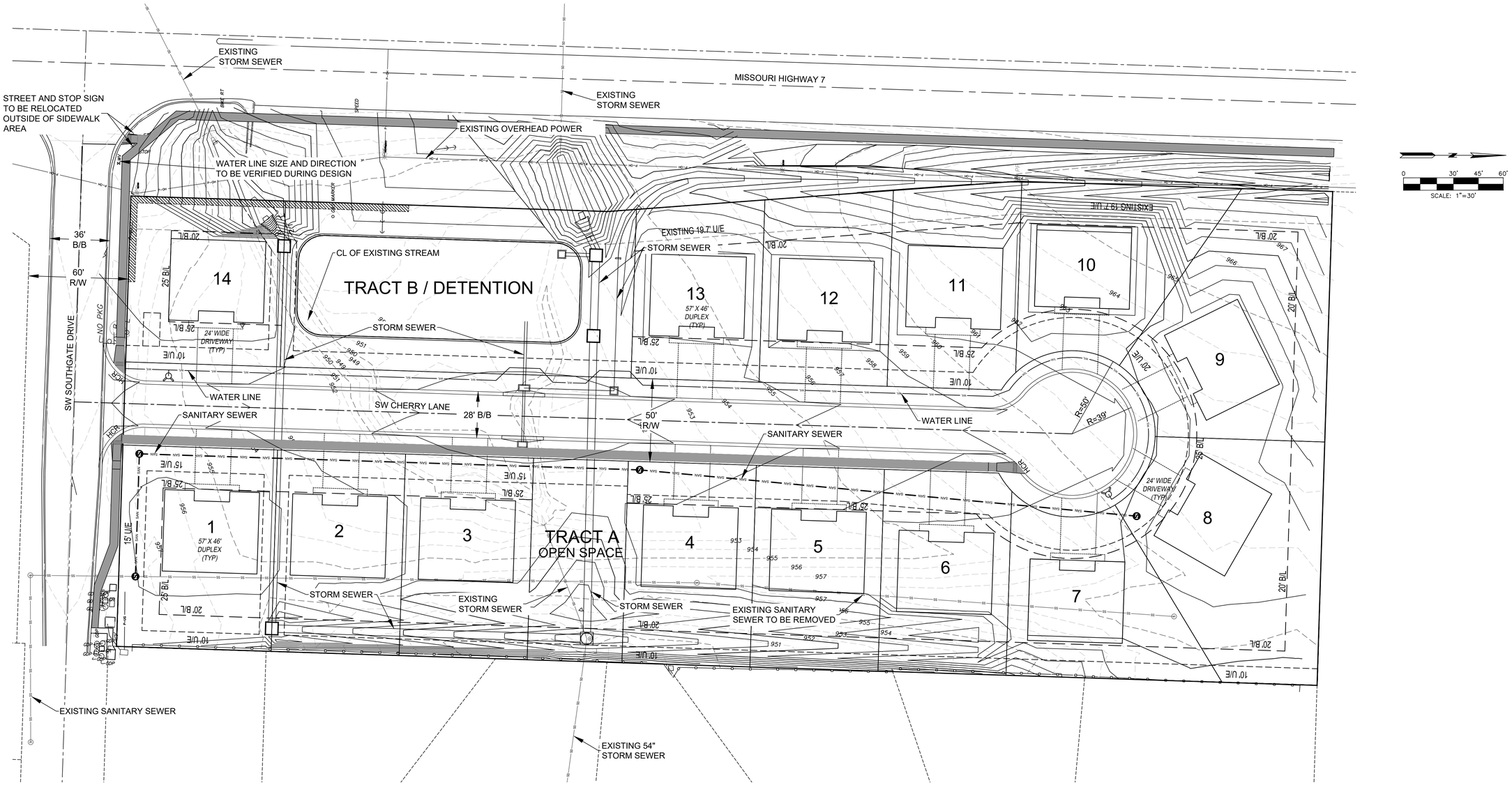
STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
REGISTERED PROFESSIONAL ENGINEER
R. KEVIN STERRETT, MO E-26440
April 25, 2024

Hg Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005730 (MO.) / E-1736 (KS.) / LS 2019005467

PRELIMINARY PLAT
SOUTHGATE VILLAS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO. 24.005
DRAWING NO. 24.005
DATE April 25, 2024
JOB NO. 24.005
SHEET 1 OF 2

G:\Client #'s\HG CONSULT\2024\2024-005\SURVEY\SHEETS\24-005-2-SOUTHGATE VILLAS PRELIMINARY PLAT.DWG
PLOT DATE: 5/31/2024 9:13 AM by MICHAEL WACKER



STREETS:
The right-of-way width of all public streets within the development shall be 50 feet as required for residential streets and shall have a street width of 28 feet, back of curb to back of curb.

SIDEWALKS:
Sidewalks shall be the responsibility of the individual lot owners.

SANITARY SEWERS:
A complete and useable sanitary sewer system shall be constructed so as to provide service to each lot in the subdivision. Said system to be designed and constructed in accordance with APWA, DNR, and City of Blue Springs Standards. All proposed sanitary sewer lines shall be 8" PVC, SDR-26.

STORM WATER MANAGEMENT SYSTEM:
A storm sewer or drainage system shall be provided to adequately serve the subdivision. The enclosed storm sewer system shall have the capacity to handle storm water runoff for a 10-year storm at a "c" of 0.51. The storm water system shall also be capable of routing through the development the additional runoff from a 100-year storm. Additional runoff is the amount of storm water that cannot be carried by the enclosed system. Surface swales shall be provided over storm sewers to carry additional runoff. Where a sewer runs parallel to a street, the street shall serve as the surface swale. Storm water detention to be provided as required.

EASEMENTS:
Final utility, drainage, grading easements and landscape easements shall be provided on the final plat upon completion of the construction plans.

LANDSCAPE REQUIREMENTS:
All landscaping shall be meet the current UDO for the City of Blue Springs.

WATER DISTRIBUTION SYSTEM:
A complete water distribution system shall be constructed so as to provide service to each lot in the subdivision. Said system to be designed and constructed in accordance with APWA, AWWA, and City of Blue Springs Standards. Project water distribution system shall connect to the existing 8" line on SW Southgate Drive. All proposed water lines shall be 8" DIP.

EROSION CONTROL:
The developer shall be responsible for erosion control within the boundaries of the development. Erosion control shall be come the responsibility of the individual lot owner at such time as the lot owner takes possession of the lot.

Received
05/31/2024

DATE	REVISION	NO.	BY	CK/APP
5/16/2024	Revised per City comment letter dated May 10, 2024	1	NGW	RKS
5/30/2024	Revised per City comment letter dated May 29, 2024	2	NGW	RKS

IF THIS IS NOT A BLUE INK SEAL AND THE SIGNATURE IN BLUE INK, THE PLAN IS A COPY AND MAY CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES

STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
REGISTERED PROFESSIONAL ENGINEER

R. KEVIN STERRETT, MO E-26440
April 25, 2024

Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

UTILITY LAYOUT PLAN

SOUTHGATE VILLAS

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.	24.005
DRAWING NO.	24.005
DATE	April 25, 2024
JOB NO.	24.005
SHEET OF	2 2

G:\Shared drives\ALL PROJECTS\24.005 SOUTHGATE VILLAS\PRELIM PLAT\24.005-PRELIM PLAT.DWG
PLOT DATE: 5/31/2024 9:13 AM by MICHAEL WACKER

PROJECT SUMMARY

EXISTING ZONING: RE (SINGLE FAMILY)
PROPOSED ZONING: PD (PLANNED DEVELOPMENT)
EXISTING LAND USE: VACANT / AG LOT
TOTAL BOUNDARY AREA: 4.68 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: DUPLEX - STANDARD LOT
FRONTAGE TYPE: TERRACE
MINIMUM LOT SIZE AND WIDTH: +8,134-SF. & 77-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 2,661 S.F. PER BUILDING, 1,330.5 S.F. PER SIDE
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 20-FT.
PROVIDED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 10-FT. / REAR: 20-FT.
OPEN & CIVIC SPACE : GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 13.72%
AREA - LOTS: 14 (141,912 S.F. / 3.26 ACRES)
AREA - OPEN & CIVIC SPACE: 2 TRACTS (27,976 S.F. / 0.64 ACRES)
AREA - RIGHT-OF-WAY: 1 STREETS (33,964 S.F. / 0.78 ACRES)
TOTAL AREA - SUBDIVISION: 203,852.5 S.F. / 4.68 ACRES

GENERAL NOTES

1. A minimum 5ft. ADA compliant sidewalk is required along the west side of SW Cherry Lane. and along the south side of Southgate Drive and the west side of Missouri 7 Highway. At the northwest corner of the property on the south side of Southgate Drive the sidewalk does transition down to 4' wide due to the gas pipes in that area and to tie into the existing 4' sidewalk.
2. According to the F.E.MA. Flood Insurance Rate Map Number 29095C0735G, Revised January 20, 2017, this tract graphically lies in OTHER AREAS, ZONE X, defined as areas determined to be outside the 0.2% annual chance floodplain and ZONE X (Future Base Flood), defined as areas of 1% annual chance flood based on future conditions hydrology. No base flood elevations determined.
3. This development is a 55+ and over community.
4. No construction or disturbance of any type, including clearing, grubbing, stripping, fill, excavation, linear grading, paving, or building is allowed in the stream buffer zone except by permission of the City Engineer.
5. Request for "Alternative Development Standard" for Lots 12 and 13 not meeting the 9000 SF minimum.
6. Request for "Alternative Development Standard" from the 80.00 feet minimum lot width to 77.00'
7. Request for "Alternative Development Standard" for the garage maximum of 25% of the front facade to a maximum of 39.17% an increase of 14.17%. As well as a Request for "Alternative Development Standard" for the garage setback to be decreased from the minimum 12' setback to 7' setback, a difference of 5' (58.33%).

PD CONCEPT PLAN

SOUTHGATE VILLA'S

MULTI FAMILY - LOTS 1 - 14, AND TRACT A AND TRACT B
A PART OF THE NORTHWEST 1/4 , OF THE NORTHWEST QUARTER OF
SECTION 18 - TOWNSHIP 48 - RANGE 30
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

OWNER
WASSER & WINTERS CO
PO BOX 396
LONGVIEW, WA 98632

PRELIMINARY PLAT PREPARED FOR
Harve Sommers
212 NW 4th Street
Oak Grove, MO 64075
Contact - Harve Sommers
(816) 215-4200

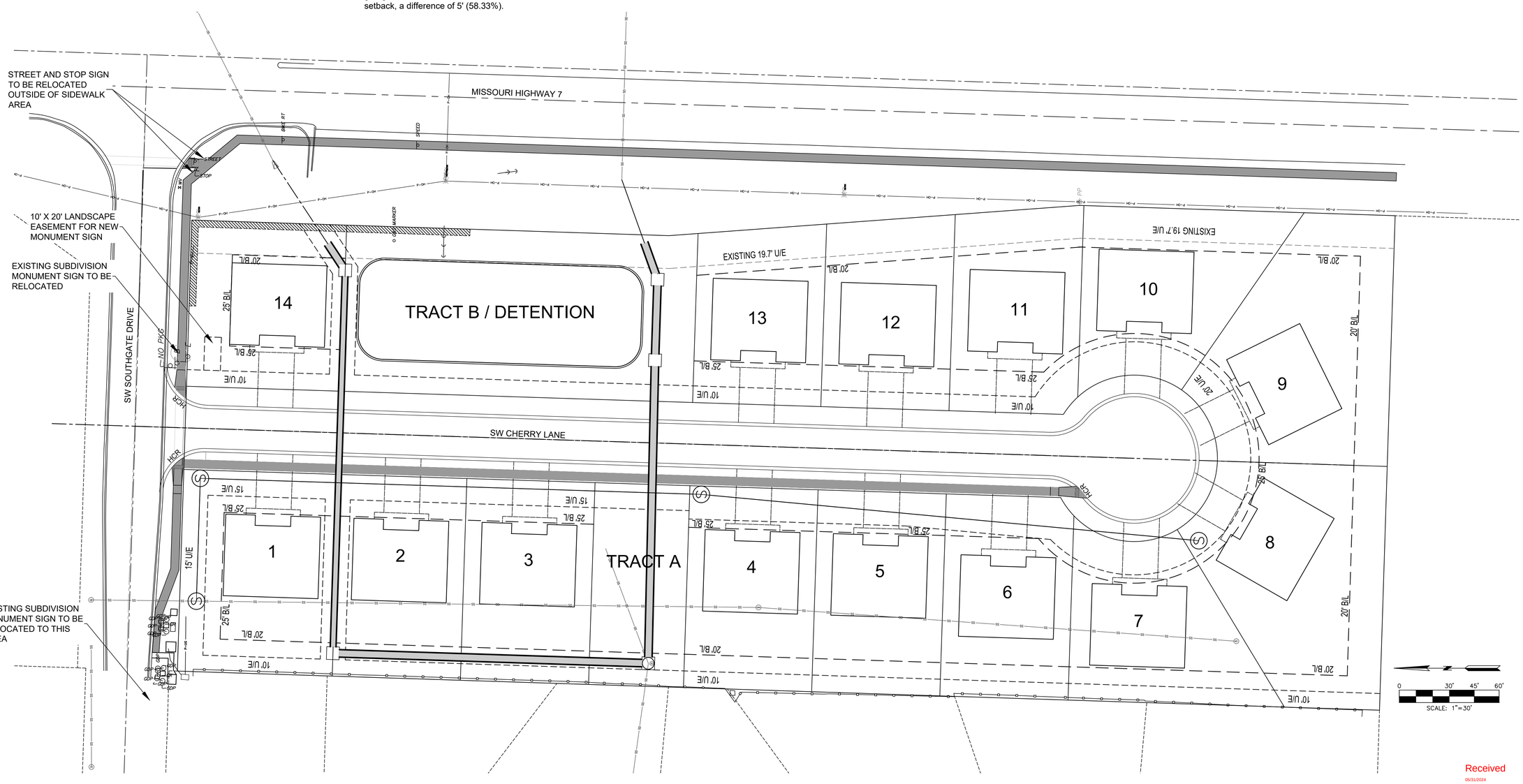
PLANS PREPARED BY
Hg Consult, Inc.
1533 Locust Street
Kansas City, MO 64108
Contact - Kevin Sterrett
(816) 703-7098

INDEX OF SHEETS

1 PD CONCEPT PLAN
2 UTILITY SHEET

APPENDIX

LANDSCAPE PLAN ~ 1 OF 1
ARCHITECTURAL ~ A-701 THRU A-702



Received
05/31/2024

NO.	DATE	REVISION	BY	CK/APP
1	5/16/2024	Revised per City comment letter dated May 10, 2024	NGW	RKS
2	5/20/2024	Revised per City comment letter dated May 24, 2024	NGW	RKS

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
PROFESSIONAL ENGINEER

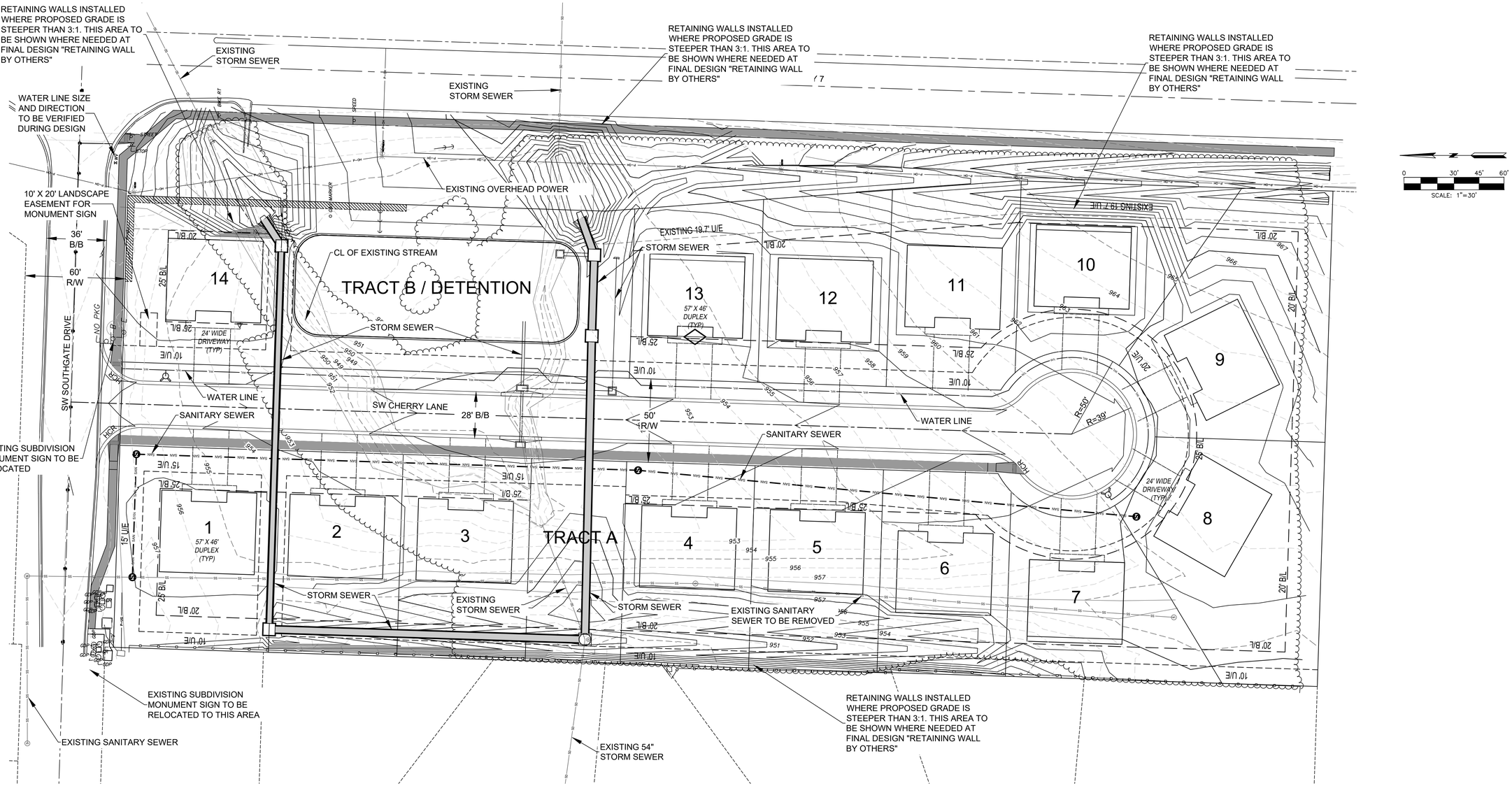
R. KEVIN STERRETT, MO E-26440
April 25, 2024

Hg Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

PD CONCEPT PLAN
SOUTHGATE VILLAS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO.
24.005
DRAWING NO.
24.005
DATE
April 25, 2024
JOB NO.
24.005
SHEET 1 OF 2

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PLOT DATE: 5/31/2024 9:19 AM by MICHAEL WACKER



STREETS:
The right-of-way width of all public streets within the development shall be 50 feet as required for residential streets and shall have a street width of 28 feet, back of curb to back of curb.

SIDEWALKS:
Sidewalks shall be the responsibility of the individual lot owners.

SANITARY SEWERS:
A complete and useable sanitary sewer system shall be constructed so as to provide service to each lot in the subdivision. Said system to be designed and constructed in accordance with APWA, DNR, and City of Blue Springs Standards. All proposed sanitary sewer lines shall be 8" PVC, SDR-26.

STORM WATER MANAGEMENT SYSTEM:
A storm sewer or drainage system shall be provided to adequately serve the subdivision. The enclosed storm sewer system shall have the capacity to handle storm water runoff for a 10-year storm at a "c" of 0.51. The storm water system shall also be capable of routing through the development the additional runoff from a 100-year storm. Additional runoff is the amount of storm water that cannot be carried by the enclosed system. Surface swales shall be provided over storm sewers to carry additional runoff. Where a sewer runs parallel to a street, the street shall serve as the surface swale. Storm water detention to be provided as required.

EASEMENTS:
Final utility, drainage, grading easements and landscape easements shall be provided on the final plat upon completion of the construction plans.

LANDSCAPE REQUIREMENTS:
All landscaping shall be meet the current UDO for the City of Blue Springs.

WATER DISTRIBUTION SYSTEM:
A complete water distribution system shall be constructed so as to provide service to each lot in the subdivision. Said system to be designed and constructed in accordance with APWA, AWWA, and City of Blue Springs Standards. Project water distribution system shall connect to the existing 8" line on SW Southgate Drive. All proposed water lines shall be 8" DIP.

EROSION CONTROL:
The developer shall be responsible for erosion control within the boundaries of the development. Erosion control shall be come the responsibility of the individual lot owner at such time as the lot owner takes possession of the lot.

NO.	DATE	REVISION	BY	CK/APP
1	5/16/2024	Revised per City comment letter dated May 10, 2024	NGW	RKS
2	5/20/2024	Revised per City comment letter dated May 24, 2024	NGW	RKS

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
REGISTERED PROFESSIONAL ENGINEER

R. KEVIN STERRETT, MO E-26440
April 25, 2024

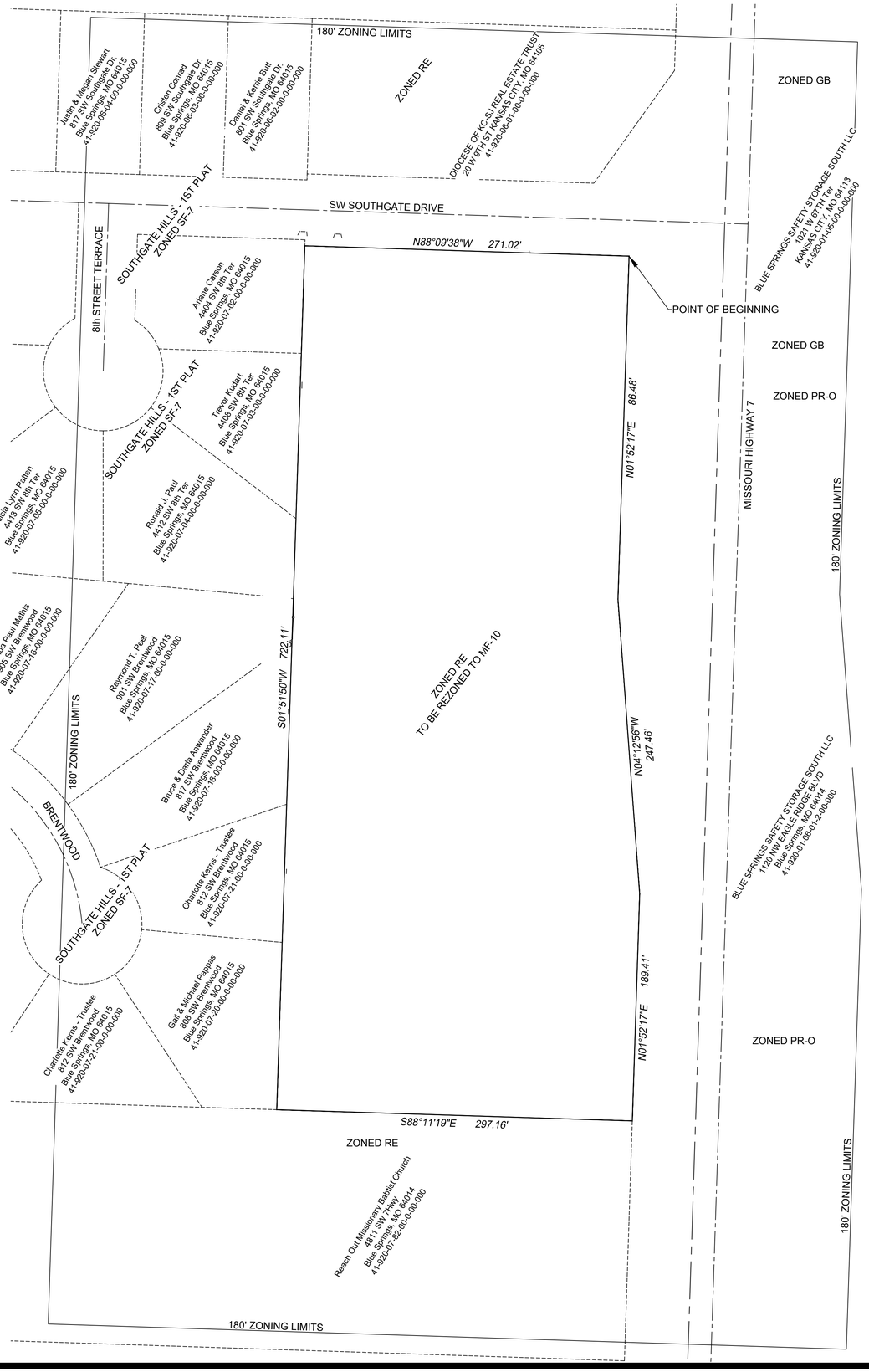
Consult 1 Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

UTILITY LAYOUT PLAN
SOUTHGATE VILLAS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO. 24.005
DRAWING NO. 24.005
DATE April 25, 2024
JOB NO. 24.005
SHEET 2 OF 2

Received
05/31/2024

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PLOT DATE 5/31/2024 9:19 AM by MICHAEL WACKER



ZONING MAP

SOUTHGATE VILLA'S

MULTI FAMILY - LOTS 1 - 14, AND TRACT A AND TRACT B
A PART OF THE NORTHWEST 1/4 , OF THE NORTHWEST QUARTER OF
SECTION 18 - TOWNSHIP 48 - RANGE 30
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

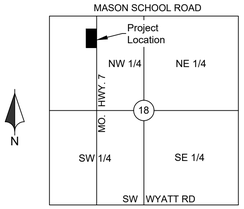
0 50' 75' 100'
SCALE: 1"=50'

PROPERTY DESCRIPTION

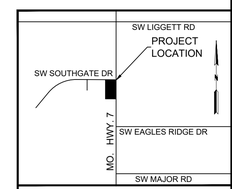
Commencing at the northwest corner of Section 18 Township 48 Range 30, thence; along the north line of section 18 on a bearing of S88°12'48"E a distance of 1,350.16' to the northeast corner of the northwest quarter of the northwest quarter, thence; S01°51'50"W along the east line of the northwest quarter, quarter corner a distance of 1,180.81' thence; N88°09'38"W a distance of 78.98' to the Point of Beginning. Thence; N88°09'38"W along the south right of way line of SW Southgate Drive a distance of 271.02' to a point on the east line of Lot 8, Southgate Hills - 1st Plat, a subdivision in the City of Blue Springs, Missouri, thence; along the east line of said subdivision S01°51'50"E a distance of 722.11' to the southeast of Lot 26 of said subdivision, thence; S88°11'19"E a distance of 297.16' to a point on the west right of way line of Missouri Highway 7, thence; N01°52'17"E along said right of way a distance of 189.41, thence, N04°25'56" continuing along said right of way line a distance of 247.46', thence; N01°52'17"E along said right of way a distance of 286.48'to the Point of Beginning. Containing 4.68 acres.

PROJECT SUMMARY

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LOCATION MAP
SECTION 18-T48N-R30W
Scale 1" = 2000'



VICINITY MAP
NOT TO SCALE

OWNER
WASSER & WINTERS CO
PO BOX 396
LONGVIEW, WA 98632

PRELIMINARY PLAT PREPARED FOR
Harve Sommers
212 NW 4th Street
Oak Grove, MO 64075
Contact - Harve Sommers
(816) 215-4200

PLANS PREPARED BY
Hg Consult, Inc.
1533 Locust Street
Kansas City, MO 64108
Contact - Kevin Sterrett
(816) 703-7098

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05/31/2024

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STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
REGISTERED PROFESSIONAL ENGINEER

R. KEVIN STERRETT, MO E-26440
April 25, 2024

Hg Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

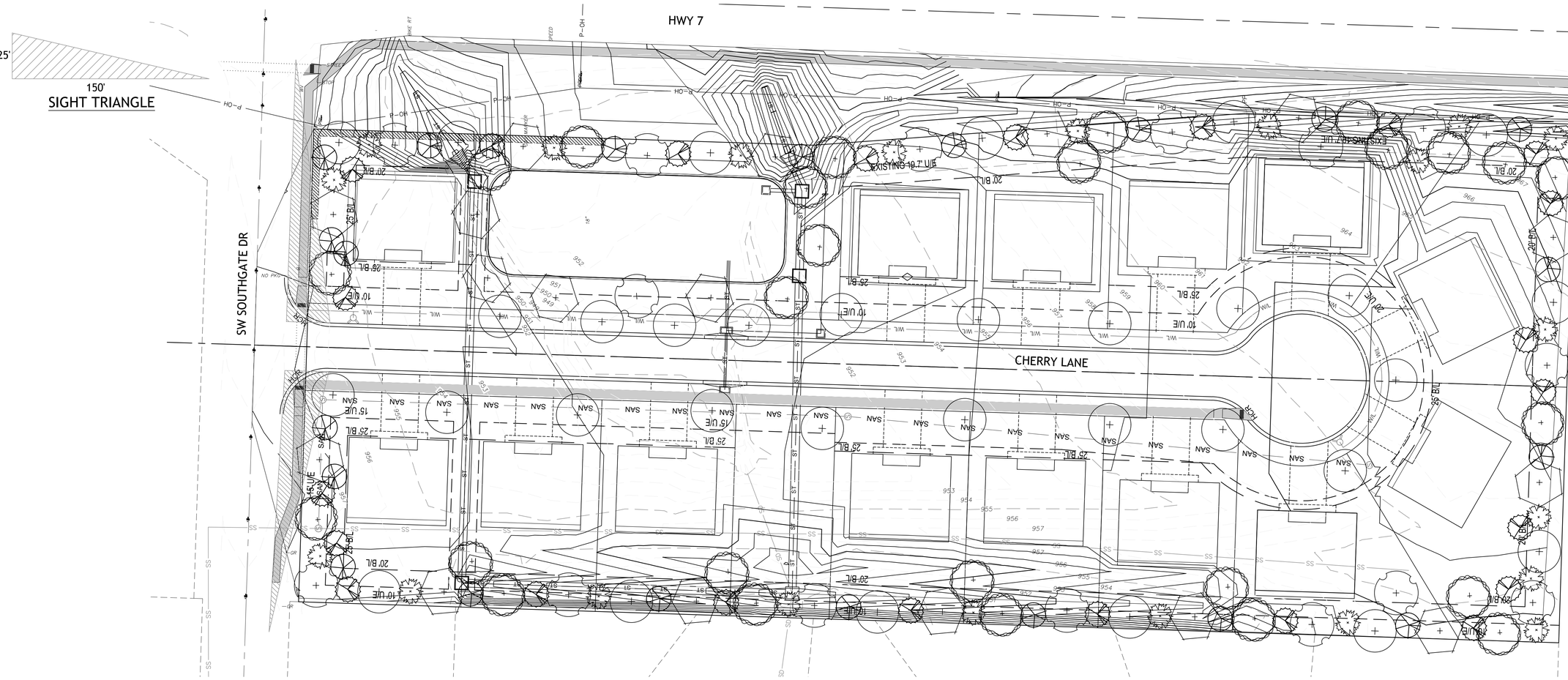
ZONING MAP

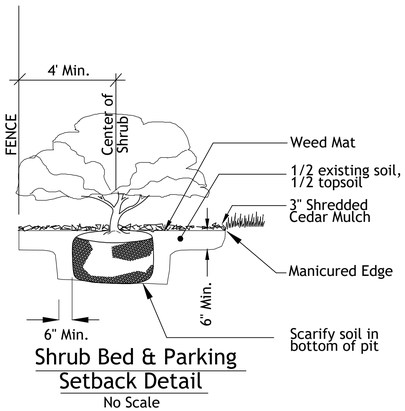
SOUTHGATE VILLAS

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO. 24.005
DRAWING NO. 24.005
DATE April 25, 2024
JOB NO. 24.005
SHEET 1 OF 1

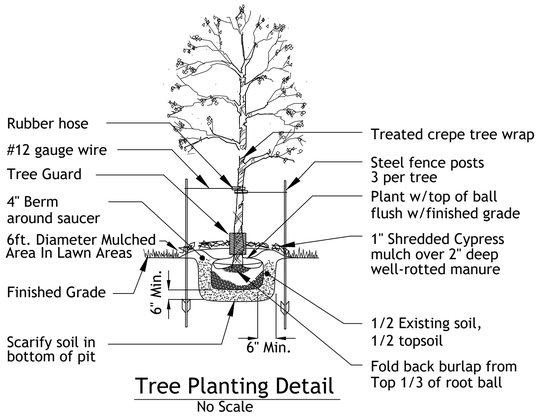
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PLOT DATE: 5/30/2024 1:43 PM by MICHAEL WACKER





Shrub Bed & Parking Setback Detail

No Scale



Tree Planting Detail

No Scale

LANDSCAPE NOTES

CONTRACTOR REQUIRED TO LOCATE ALL UTILITIES BEFORE INSTALLATION TO BEGIN.

Contractor shall verify all landscape material quantities and shall report any discrepancies to the Landscape Architect prior to installation.

No plant material substitutions are allowed without Landscape Architect or Owners approval.

Contractor shall guarantee all landscape work and plant material for a period of one year from date of acceptance of the work by the Owner. Any plant material which dies during the one year guarantee period shall be replaced by the contractor during normal planting seasons.

Contractor shall be responsible for maintenance of the plants until completion of the job and acceptance by the Owner.

Successful landscape contractor shall be responsible for design that complies with minimum irrigation requirements, and installation of an irrigation system. Irrigation system to be approved by the owner before starting any installation.

All plant material shall be specimen quality stock as determined in the "American Standards For Nursery Stock" published by The American Association of Nurseryman, free of plant diseases and pest, of typical growth of the species and having a healthy, normal root system.

Sizes indicated on the plant list are the minimum, acceptable size. In no case will sizes less than specified be accepted.

All shrub beds within lawn areas to receive a manicured edge.

All shrub beds shall be mulched with 3" of shredded cedar mulch.

All sod areas to be fertilized & sodded with a Turf-Type-Tall Fescue seed blend.

All seed areas shall be hydro-seeded with a Turf-Type-Tall Fescue seed blend.

Tree List

Symbol	Quantity	Common Name	Botanical Name	Size	Condition	Spacing
	26	October Glory Maple	Acer Rubrum 'October Glory'	2" cal	BB	As Shown
	17	Skyline Honeylocust	Gleditsia Triacanthos 'Skyline'	2" cal	BB	As Shown
	32	Swamp White Oak	Quercus Bicolor	2" cal	BB	As Shown
	15	River Birch	Betula Nigra 'Heritage'	2" cal	BB	As Shown
	21	Canaert Juniper	Juniperus Virginiana 'Canaertii'	6' hgt	BB	As Shown
	21	Golden Raintree	Koelreuteria Paniculata	1 1/2"cal	BB	As Shown
	23	Amur Maple	Acer Ginnala 'Flame'	1 1/2"cal	BB	As Shown

Typical Utility Box Screening Details

No Scale



UTILITY BOXES SHALL BE CLUSTERED AS MUCH AS POSSIBLE

ALL TREES SHALL BE AN APPROVED VARIETY FROM THE GREAT TREES FOR BLUE SPRINGS LIST

LANDSCAPING SHALL MEET THE CITY OF BLUE SPRINGS UNIFIED DEVELOPMENT CODE STANDARDS AND WILL BE REVIEWED IN FUTHER DETAIL DURING THE PD FINAL PLAN PROCESS

Received
05/31/2024

1"=30'
0 15' 30'

NO.	DATE	REVISION	BY	CK/APP
	5-28-24	CITY COMMENTS		
	5-13-24	CITY COMMENTS		

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STATE OF MISSOURI
GARRETT OCHS
NUMBER
LA-2008000587
PROFESSIONAL LANDSCAPE ARCHITECT
5/31/24

Garrett Ochs, Landscape Architect
Mo Licence 2008000587

Consult IG Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010000573 (MO.) / E-1736 (KS.) / LS 2019005467

LANDSCAPE PLAN

SOUTHGATE VILLAS

CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

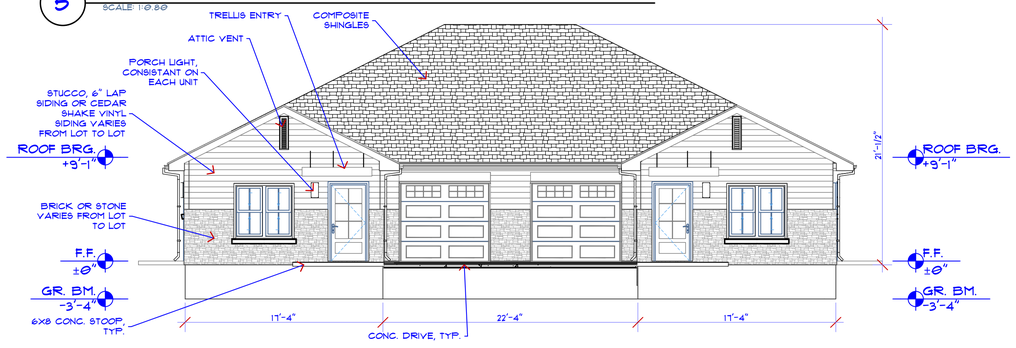
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DRAWING NO. 24.005
DATE April 25, 2024
JOB NO. 24.005
SHEET 1 OF 1

FILE LOCATION C:\DESIGN\IG CONSULT\SOUTHGATE VILLAS\PROJECTS\SOUTHGATE VILLAS LANDSCAPE.DWG
PLOT DATE 5/31/2024 1:50 PM by GARRE



5 TRELLIS ENTRY W/ LIGHTING ACCENT

SCALE: 1'-0.80"



2 SOUTH ELEVATION

DUE TO SITE DEPTH RESTRICTIONS A REQUEST TO CREATE AN ALTERNATIVE TO DEVELOPMENT STANDARD TO EXCEED THE 25% MAXIMUM FOR FRONT LOADED GARAGES TO A MAXIMUM OF 40%



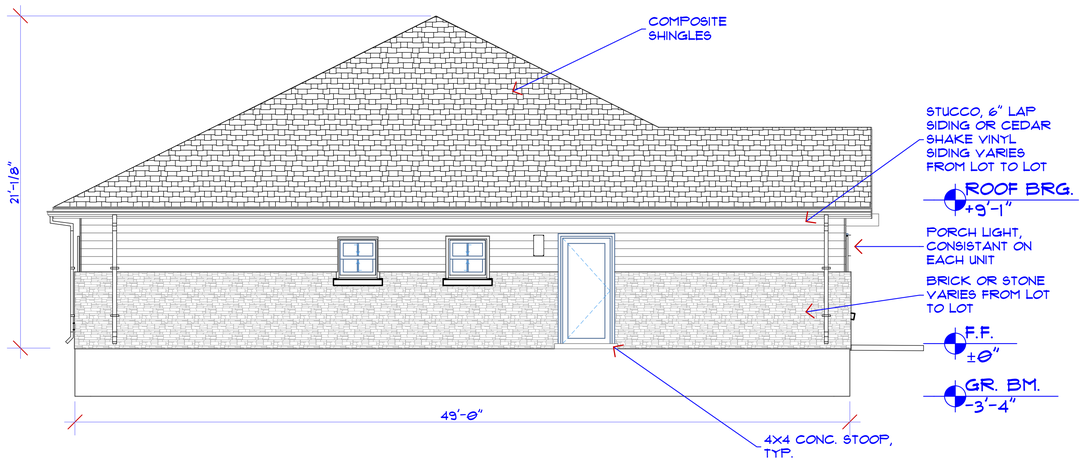
4 TRELLIS ENTRY W/ LIGHTING ACCENT LIGHT SURFACES

SCALE: 1'-0.61"



1 TRELLIS ENTRY

SCALE: 1'-2.33"



3 WEST ELEVATION

Received
05/31/2024

tdc, inc. architecture
2429 South Whitney Ave.
Independence, MO 64057
(816) 833-3201
the design club, inc.
Missouri State Certificate of Authority
2009029210

05.30.24

CONSULTANTS

SOUTHGATE VILLA'S

BLUE SPRINGS, MISSOURI

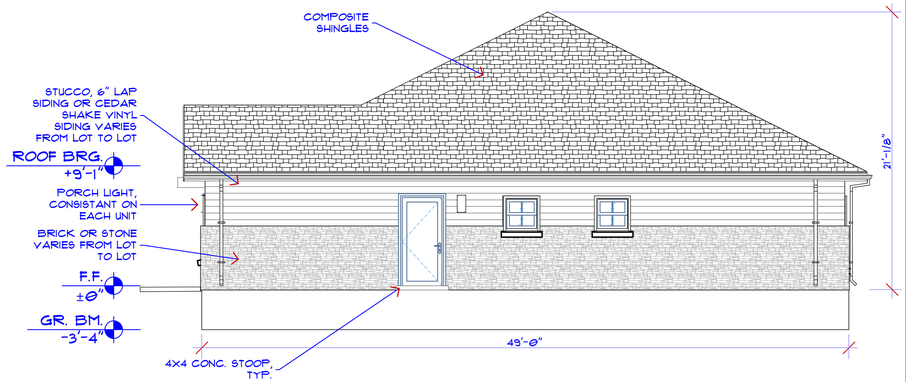
MARK	DATE	DESCRIPTION
	05.30.24	CONSTRUCTION DOCUMENTS

SHEET TITLE: RENDERINGS

PROJECT NO: 0320024
MODEL FILE:
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A-701

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1 EAST ELEVATION

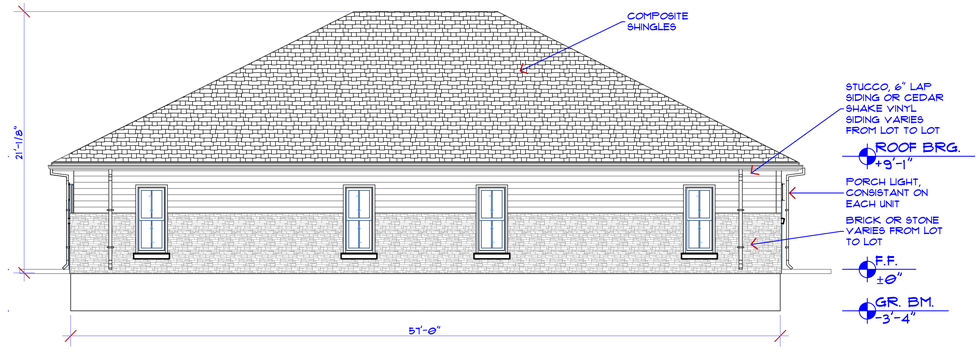


3 OPT1_PITCHED ENTRY
SCALE: 1:1.81



4 0320024_HAR_0529024_OPT1_3 - PICTURE1
SCALE: 1:0.76

DUE TO SITE DEPTH RESTRICTIONS A REQUEST TO CREATE AN ALTERNATIVE TO DEVELOPMENT STANDARD TO EXCEED THE 25% MAXIMUM FOR FRONT LOADED GARAGES TO A MAXIMUM OF 40%



2 NORTH ELEVATION

Received
05/31/2024

tdc, inc. architecture
2429 South Whitney Ave.
Independence, MO 64057
(816) 833-3201
the design club, inc.
Missouri State Certificate of Authority
#2009029210

CONSULTANTS

SOUTHGATE VILLA'S
BLUE SPRINGS, MISSOURI

MARK	DATE	DESCRIPTION
	05.30.24	CONSTRUCTION DOCUMENTS

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PROJECT NO: 0320024
MODEL FILE:
DRAWN BY:
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dotloop signature verification: dtlp.us/SnzW-4FXs-11sV

The City of Blue Springs Missouri

Planning Application

903 W Main Street, Blue Springs, MO | 816-228-0207
developmentsubmittals@bluespringsgov.com

OFFICE USE ONLY – *Updated 10-13-2020*
CASE #:
PC MEETING:
CC MEETING:
BOA MEETING:
NEWSPAPER:
NOTICE LETTERS:
PLANNER:

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

Southgate Villas
Project Name

700 SW Southgate Drive — See attached
Project Address (Parcel ID if No Address Assigned or Multiple Addresses) — Legal Description (attach as a separate page if too large)

Existing Zoning	Existing Land Use	Proposed Zoning	Proposed Land Use	Total Acreage	# of Proposed Lots
RE	Vacant	MF-10	Dupexes	4.68	14

APPLICATION (*check all that apply*)

LAND USE
- ☐ Conditional Use
- ☒ Rezoning
- ☐ General Development Plan

LAND SUBDIVISION
- ☒ Preliminary Plat
- ☐ Final Plat
- ☐ Administrative Plat

MASTER PLANS
- ☒ PD Concept Plan
- ☐ PD Final Plan
- ☐ PUD Concept Plan-Amended
- ☐ PUD Final Plan
- ☐ PRO Concept Plan-Amended
- ☐ PRO Final Plan
- ☐ Redevelopment Modification Plan

SITE DEVELOPMENT
- ☐ Appearance Review
- ☐ Site Plan/Design Review (SPDR)
- ☐ PD Final Plan / SPDR
- ☐ PUD Final Plan / SPDR
- ☐ Administrative SPDR

SIGNAGE
- ☐ Master Sign Plan
- ☐ Administrative Sign Plan
- ☐ Appeal for Minor Sign Adjustment

OTHERS
- ☐ Vacation
- ☐ Variance
- ☐ Alternative Dev. Standards

APPLICANT & PROPERTY OWNER INFORMATION

Name of Applicant	Company	Phone	Email Address
Harve Sommers	Dynamic Investments	816-215-4200	s@zlci.com

Address	City	State	Zip Code
212 NW 4th Street	Oak Grove	MO	64075

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 web site as necessary for the project approval process, including public hearings. Furthermore, all submitted plans, materials, and information meet all UDC requirements unless specifically stated otherwise in an attached letter. 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 Harve Sommers — 4/16/24
Applicant Signature — Date

Name of Property Owner	Phone	Email Address
Wasser & Winters Co, Jess Winters	360-423-1080	jwinters@wasserwinters.com

Address	City	State	Zip Code
P.O. Box 396,	Longview	WA	98632

I declare, 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 herewith submitted are, to the best of my knowledge and belief, true and correct. In the event of corporate ownership, all Directors, Officers, Stockholders of each Corporation owning more than five percent (5%) of any class of stock is listed in an attached letter. With the signing and submittal of this application, I authorize the City of Blue Springs to enter onto the subject property to collect data and other information in order to accurately prepare reports or other documentation for review by City Council, Boards & Commissions, 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 Jess Winters — dotloop verified 04/16/24 4:24 PM PDT U7OK-V3W0-DFT5-SEJN
Property Owner Signature — Date

Received
04/26/2024 8:40:02 AM

dotloop signature verification: dtlp.us/SnzW-4FXs-11sV

FEE CALCULATION TABLE

	APPLICATION	FEE		TOTAL
	ANNEXATION			
ANNX	Annexation	$468 + Public Hearing[1]		$ _____
DEAX	De-Annexation	$468 + Public Hearing[1]		$ _____
	LAND USE			
CUP	Conditional Use	$468 + Public Hearing[1]		$ _____
RZ	Rezoning	$468 + Public Hearing[1]		$ _____
	General Development Plan	$0 + Public Hearing[1]		$ _____
	LAND SUBDIVISION			
PP	Plat – Preliminary	$440 + $4 per lot	#_____ lot(s)	$ _____
PF	Plat – Final	$270 + $2 per lot	#_____ lot(s)	$ _____
MSP	Minor Subdivision Plat	$110		$ _____
MLLA	Minor Lot Line Adjustment	$110		$ _____
	MASTER DEVELOPMENT PLANS			
PDC	PD Concept Plan	$506 + $22 per acre + Public Hearing[1]	#_____ acre(s)	$ _____
PDF	PD Final Plan	$275		$ _____
PUDC	Amended PUD Concept Plan	$506 + 22 per acre + Public Hearing[1]	#_____ acre(s)	$ _____
PUDF	PUD Final Plan	$242		$ _____
PROC	Amended PR-O Concept Plan	$506 + 22 per acre + Public Hearing[1]	#_____ acre(s)	$ _____
PROF	PR-O Final Plan	$242		$ _____
RMP	Redevelopment Modification Plan	$605 + Public Hearing[1]		$ _____
	SITE DEVELOPMENT			
AR	Appearance Review	$242		$ _____
SPDR	Site Plan / Design Review (SPDR)	$605		$ _____
ASPDR	Administrative SPDR	$550 if >750 sq. ft.; $0 if <750 sq. ft.	#_____ sq. ft.	$ _____
PDFS	PD Final Plan / SPDR	$847		$ _____
PUDFS	PUD Final Plan / SPDR	$847		$ _____
	SIGNAGE			
MASP	Master Sign Plan	$220		$ _____
	Administrative Sign Plan	$0		
	Appeal for Minor Sign Adjustment	$0		$ _____
	Appeal of Admin. Decision (Signage)	$0		$ _____
	OTHERS			
VAC	Vacation	$390 + Public Hearing[1]		$ _____
VAR	Variance	$484 + Public Hearing[1]		$ _____
	Alternative Development Standards	$0 + Public Hearing[1]		$ _____
UDCT	UDC Text Amendment	$500 + Public Hearing[1]		$ _____
AA	Appeal of Admin. Decision	$484 + Public Hearing[1]		$ _____
	TELECOMMUNICATIONS			
TCOM	Telecom. Pre-App	$110		$ _____
TCOM	Minor Telecommunications	$275		$ _____
TCOM	Major Telecommunications	$550		$ _____
	TOTAL	**OFFICE USE:** Card Cash or Check: #_____		$ _____

1. *Public Hearings require a newspaper advertisement and the posting of a notification sign. The applicant will be billed separately after the invoice for the newspaper advertisement is received by the City. Also, the applicant is responsible for the installation of the notification sign provided by the City. See the Appendix in the Application Specific Requirements document for Public Notification Requirements.*

Received
04/26/2024 8:40:02 AM

dotloop signature verification: dtlp.us/SnzW-4FXs-11sV

CONTACT INFORMATION SHEET

PROJECT LEAD

Name	Company Name		
kevin Sterrett	Hg Consult,inc.		
Address	**City**	**State**	**Zip**
1533 Locust	Kansas City	MO	64108
Email	**Phone**	**Fax**	
ksterrett@hgcons.com	816-703-7098		

DEVELOPER

Name	Company Name		
Harve Sommers	Dynamic Investments, Inc.		
Address	**City**	**State**	**Zip**
212 NW 4th Street	Oak Grove	MO	64075
Email	**Phone**	**Fax**	
s@zlci.com	816-215-4200		

ENGINEER

Name	Company Name		
Kevin Sterrett	Hg Consult,Inc.		
Address	**City**	**State**	**Zip**
1533 Locust	Kansas City	MO	64108
Email	**Phone**	**Fax**	
ksterrett@hgcons.com			

ARCHITECT

Name	Company Name		
Jim Delmont	tdc,inc.		
Address	**City**	**State**	**Zip**
2429 S. Whitney	Independence	MO	64057
Email	**Phone**	**Fax**	
ugojimmyd@gmail.com	816-835-3201		

SURVEYOR

Name	Company Name		
Jeff Lovelace	Lovelace & Associates		
Address	**City**	**State**	**Zip**
929 SE 3rd Street	Lee's Summit	MO	64063
Email	**Phone**	**Fax**	
jbl@lovelaceassociates.com	816-347-9997		

LANDSCAPE ARCHITECT

Name	Company Name		
Garrett Ochs	Ochs Landscape Architecture		
Address	**City**	**State**	**Zip**
533 Lake Forest Road	Bonner Springs	MO	66012
Email	**Phone**	**Fax**	
garrettochs@gmail.com	913-961-6578		

ATTORNEY

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

OTHER CONTACT

Name	Company Name		
Address	**City**	**State**	**Zip**
Email	**Phone**	**Fax**	

Received
04/26/2024 8:40:02 AM

dotloop signature verification: dtlp.us/SnzW-4FXs-11sV

REQUIRED DOCUMENTS CHECKLIST FOR ALL APPLICATIONS			
	REQUIREMENT	**DESCRIPTION**	**NUMBER**
☒	**Project Location Information**	Complete 1st page of this Application	
☒	**Legal Description** *(digital copy required for public hearings only)*	One 8.5" x 11" copy & a digital copy in Microsoft Word format emailed to comdevlegal@bluespringsgov.com	
☒	**Plans Set Sealed by the Proper Entity Registered in the State of Missouri**	Full plans set folded & collated; See Guidebook for plans set requirements	Varies
		Reduced set of full plans set on 8.5" x 11"	1 set
☒	**Other Required Documents**	Other Required Documents such as Stormwater Study; Traffic Study; etc. on 8.5"x11"	2 sets
☐	**Application Specific Requirements Checklist**	Attach applicable pages from the Guidebook.	
☐	**Other Required Information**	See UDC Chapter 403 (Development Review Procedures) for any other required information. For Signage requirements, see Chapter 501 (Sign Code).	

PROJECT DESCRIPTION:

The proposed development consists of 14 multi-family lots. It is intended to build duplexes for older adult living. A single drive off of Southgate drive to a cul-de-sac is proposed with lots adjacent to the street on both sides. A tract will be provided for use in storm water detention.

Received
04/26/2024 8:40:02 AM

THE EXAMINER

AFFIDAVIT OF PUBLICATION: #2318520

STATE OF MISSOURI, COUNTY OF JACKSON, SS:

Shalon Hartle

I, Shalon Hartle, of lawful age, being duly sworn upon oath, deposes and says that I am the Authorized Agent of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

May. 25, 2024

Shalon Hartle
Authorized Agent

Leanne Kaufenberg
Notary, State of MN, County of Redwood
Commission expires January 31, 2025

Printer's Fee: $168.17

LEANNE JOY KAUFENBERG
Notary Public
State of Minnesota
My Commission Expires
January 31, 2025

PUBLIC NOTICE

Rezone | RZ-04-24-9135
Planned Development
Concept Plan
PDC-04-24-9135
Preliminary Plat | 04-24-9137
"Southgate Villas"
Parcel #:
41-920-07-01-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Harve Sommers of Dynamic Investments, on behalf of the property owners, Wasser & Winters Co. Jess Winters, to develop approximately 4.68 +/-acres of property located at 700 SW 7 Highway for an Independent Senior Housing development consisting of 14 duplex buildings. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

Commencing at the northwest corner of Section 18 Township 48 Range 30, thence; along the north line of section 18 on a bearing of S88°12'48"E a distance of 1,350.16' to the northeast corner of the northwest quarter of the northwest quarter, thence; S01°51'50"W along the east line of the northwest quarter, quarter corner a distance of 1,180.81' thence; N88°09'38"W a distance of 78.98' to the Point of Beginning.Thence; N88°09'38"W along the south right of way line of SW Southgate Drive a distance of 271.02' to a point on the east line of Lot 8, Southgate Hills - 1st Plat, a subdivision in the City of Blue Springs, Missouri, thence, along the east line of said subdivision S01°51'50"E a distance of 722.11' to the southeast of Lot 26 of said subdivision, thence; S88°11'19"E a distance of 297.16' to a point on the west

Rezoning, Planned Development Concept Plan, Preliminary Plat
RZ-04-24-9135; PDC-04-24-9136; PP-04-24-9137
Southgate Villas
Exhibit #3

right of way line of Missouri Highway 7, thence; N01°52'17"E along said right of way a distance of 189.41, thence; N04°25'56" continuing along said right of way line a distance of 247.46', thence; N01°52'17"E along said right of way a distance of 286.48 to the Point of Beginning. Containing 4.68 acres.

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber
Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, May 25, 2024

2318520

PUBLIC NOTICE

Rezone | RZ-04-24-9135
Planned Development Concept Plan | PDC-04-24-9136
Preliminary Plat | 04-24-9137
"Southgate Villas"
Parcel #: 41-920-07-01-00-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Harve Sommers of Dynamic Investments, on behalf of the property owners, Wasser & Winters Co, Jess Winters, to develop approximately 4.68 +/-acres of property located at 700 SW 7 Highway for an Independent Senior Housing development consisting of 14 duplex buildings. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

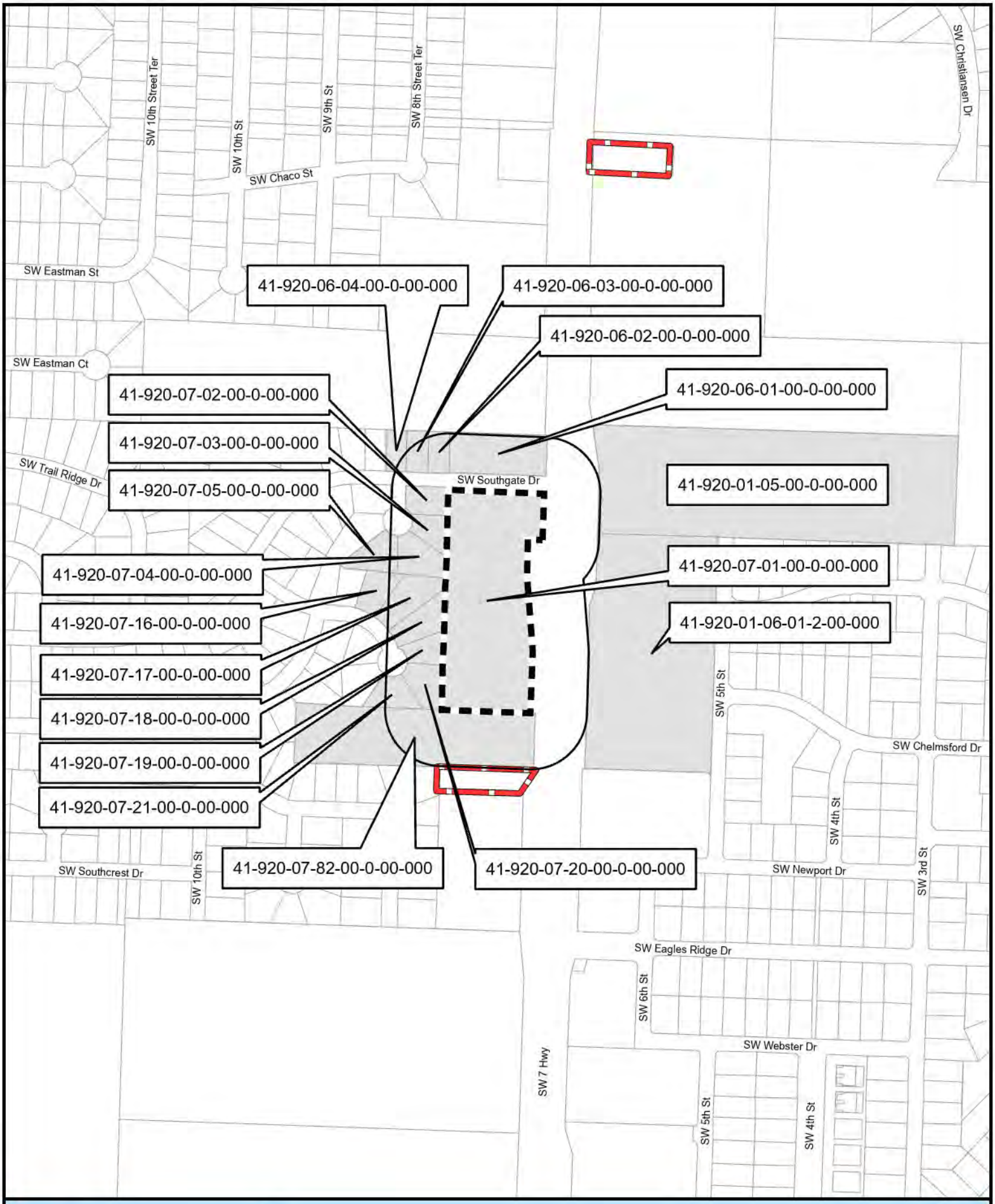
Commencing at the northwest corner of Section 18 Township 48 Range 30, thence; along the north line of section 18 on a bearing of S88°12'48"E a distance of 1,350.16' to the northeast corner of the northwest quarter of the northwest quarter, thence; S01°51'50"W along the east line of the northwest quarter, quarter corner a distance of 1,180.81' thence; N88°09'38"W a distance of 78.98' to the Point of Beginning. Thence; N88°09'38"W along the south right of way line of SW Southgate Drive a distance of 271.02' to a point on the east line of Lot 8, Southgate Hills - 1st Plat, a subdivision in the City of Blue Springs, Missouri, thence; along the east line of said subdivision S01°51'50"E a distance of 722.11' to the southeast of Lot 26 of said subdivision, thence; S88°11'19"E a distance of 297.16' to a point on the west right of way line of Missouri Highway 7, thence; N01°52'17"E along said right of way a distance of 189.41, thence, N04°25'56" continuing along said right of way line a distance of 247.46', thence; N01°52'17"E along said right of way a distance of 286.48'to the Point of Beginning. Containing 4.68 acres.

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber | Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS

City Council
PUBLISH: Saturday, May 25, 2024
E-MAIL TO THE EXAMINER: legals@examiner.net
05/22/24



The City of Blue Springs Missouri

RZ-04-24-9135 | PDC-04-24-9136
PARCEL # 41-920-07-01-00-0-00-0
185' NOTIFICATION MAP

Rezoning, Planned Development Concept Plan, Preliminary Plat
RZ-04-24-9135; PDC-04-24-9136; PP-04-24-9137
Southgate Villas
Exhibit #4

Parcel ID	Situs Address	Situs City	Situs State	Situs ZipCode	Owner	Owner Address
41-920-01-05-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64014	SENTRY REAL ESTATE LLC	1021 W 67TH TER KANSAS CITY, MO 64113
41-920-07-05-00-0-00-000	4413 SW 8TH TER	BLUE SPRINGS	MO	64015	PATTEN ALICIA LYNN	4413 SW 8TH STREET TER BLUE SPRINGS, MO 64015
41-920-06-04-00-0-00-000	817 SW SOUTHGATE DR	BLUE SPRINGS	MO	64015	STEWART JUSTIN L & MEGAN N	817 SW SOUTHGATE DR BLUE SPRINGS, MO 64015
41-920-07-04-00-0-00-000	4412 SW 8TH TER	BLUE SPRINGS	MO	64015	PAUL RONALD J	4412 SW 8TH STREET TER BLUE SPRINGS, MO 64015-8900
41-920-07-82-00-0-00-000	4811 SW 7 HWY	BLUE SPRINGS	MO	64015	REACH OUT MISSIONARY BAPTIST CHURCH	4811 S M 7 HWY BLUE SPRINGS, MO 64014
41-920-06-01-00-0-00-000	701 SW SOUTHGATE DR	BLUE SPRINGS	MO	64015	DIOCESE OF KC-SJ REAL ESTATE TRUST DATED 11-14-2014	20 W 9TH ST KANSAS CITY, MO 64105
41-920-07-01-00-0-00-000	700 SW SOUTHGATE DR	BLUE SPRINGS	MO	64015	WASSER & WINTERS CO	PO BOX 396 LONGVIEW, WA 98632
41-920-07-21-00-0-00-000	812 SW BRENTWOOD	BLUE SPRINGS	MO	64015	KERNS CHARLOTTE - TRUSTEE	812 SW BRENTWOOD ST BLUE SPRINGS, MO 64015
41-920-06-03-00-0-00-000	809 SW SOUTHGATE DR	BLUE SPRINGS	MO	64015	CONRAD CRISTEN	809 SW SOUTHGATE DR BLUE SPRINGS, MO 64015
41-920-06-02-00-0-00-000	801 SW SOUTHGATE DR	BLUE SPRINGS	MO	64015	BUTT DANIEL A & KERRI E	801 SW SOUTHGATE DR BLUE SPRINGS, MO 64015
41-920-07-02-00-0-00-000	4404 SW 8TH TER	BLUE SPRINGS	MO	64015	CARSON ARIANE	4404 SW 8 TER BLUE SPRINGS, MO 64015
41-920-07-03-00-0-00-000	4408 SW 8TH TER	BLUE SPRINGS	MO	64015	KUDART TREVOR	4408 SW 8TH ST TER BLUE SPRINGS, MO 64015
41-920-07-16-00-0-00-000	905 SW BRENTWOOD	BLUE SPRINGS	MO	64015	MATHIS JOSHUA PAUL	905 SW BRENTWOOD BLUE SPRINGS, MO 64015
41-920-07-17-00-0-00-000	901 SW BRENTWOOD	BLUE SPRINGS	MO	64015	PEEL RAYMOND T	901 SW BRENTWOOD BLUE SPRINGS, MO 64015
41-920-07-20-00-0-00-000	808 SW BRENTWOOD	BLUE SPRINGS	MO	64015	PAPPAS GAIL A & MICHAEL R	808 SW BRENTWOOD ST BLUE SPRINGS, MO 64015
41-920-07-18-00-0-00-000	817 SW BRENTWOOD	BLUE SPRINGS	MO	64015	ANWANDER M BRUCE & DARLA | GRAHAM LAURA BETH | DANFORTH WILLIAM LEE III	817 SW BRENTWOOD BLUE SPRINGS, MO 64015 | 817 SW BRENTWOOD BLUE SPRINGS, MO 64015 | 817 SW BRENTWOOD BLUE SPRINGS, MO 64015
41-920-07-19-00-0-00-000	809 SW BRENTWOOD	BLUE SPRINGS	MO	64015	WHEATON DUANE A JR & DIANE	809 BRENTWOOD BLUE SPRINGS, MO 64015
41-920-01-06-01-2-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64014	BLUE SPRINGS SAFETY STORAGE SOUTH LLC	1120 NW EAGLE RIDGE BLVD GRAIN VALLEY, MO 64029

Rezoning, Planned Development Concept Plan,
Preliminary Plat
RZ-04-24-9135; PDC-04-24-9136; PP-04-24-9137
Southgate Villas
Exhibit #5

Blue Springs, Missouri
Community Development

May 27, 2024

Ref: Public Hearing: Rezone | RZ-04-24-9135
Planned Development Concept Plan | PDC-04-24-9136
Preliminary Plat | 04-24-9137
"Southgate Villas
700 SW 7 Highway
Parcel # 41-920-07-01-00-0-00-000

Dear Property Owner:

A Public Hearing will be held by the Planning Commission and the City Council of the City of Blue Springs to receive comments from interested parties and citizens relative to a request by the applicant, Harve Sommers of Dynamic Investments, on behalf of the property owners, Wasser & Winters Co, Jess Winters, to develop approximately 4.68 +/-acres of property located at 700 SW 7 Highway for an Independent Senior Housing development consisting of 14 duplex buildings.

You are receiving this notice because County records indicate you own property within 185 feet of the boundary of the site in question.

Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

The hearing will be held in the Council Chambers in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs on the following dates:

Planning Commission - Monday, June 10, 2024 @ 6:30 p.m.
&
City Council – Monday, June 17, 2024 @ 6:00 p.m.

Your attendance and comments are welcome at these meetings. Questions concerning this matter may be directed to the Community Development Department at 816-228-0207.

Sincerely,

CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT

Dave McCumber
Development Review Manager

Rezoning, Planned Development Concept Plan, Preliminary Plat
RZ-04-24-9135; PDC-04-24-9136; PP-04-24-9137
Southgate Villas
Exhibit #6

From: Jeff P <uwwcjp1987@gmail.com>
Sent: Wednesday, June 12, 2024 9:39 AM
To: Traci Breshears <tbreshears@bluespringsgov.com>; Dave McCumber <dmccumber@bluespringsgov.com>
Subject: Re: Rezone | RZ - 04 24-9135 - Southgate Villas

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Thank you Traci!

Dan,

The developer at the meeting stated he "is not in the tree business" . That doesn't mean he won't bulldoze down every square foot of that property to install the development. I review these kinds of operations for a living, and watch them be developed in real life, so I have insight into how constructing a new development works. Although I am not in the tree business, I do have knowledge of construction and reading plans as well as landscaping and tree removal. . It appears as the "culvert" and stream I referred to will be converted and will tie into the existing storm system that runs along the fence line that I mentioned in the Planning commission meeting.

My main question here: What is necessary for a resident or group of residents to petition to have the development's west boundary line include at least a 50ft Easement between the back of our property lines? One that is within the new development west property line, to which no trees can be removed. It is basically the zone where the existing storm system lies. But it appears that it will be under the backyards of the west side of the development as their west property lines will now be bordering our property lines, Over top of the existing storm sewer. This change would likely require the developers to move their lines 50 feet to the east. The plans show a 10ft easement now?

Or as expected, they will remove the trees so they can access and reconfigure the storm sewer. The trees act as a buffer to our development from 7 Highway. As well serve wildlife in the area. Removing the tree line would also negatively impact the new development where bright sun in the late afternoon hours would shine directly on the development's senior residents, possibly precluding them from enjoying the yards they buy, as well as increased energy costs when properties cannot take advantage of the natural shading properties.

Development is important to a community. But it is also important that the part of the community that is negatively impacted be considered. A compromise is being requested whose intent serves all parties' interests. The preference would be the development be

declined and located in an area that would not remove a large plot of trees. But if it must go forward, it will be done with consideration for the existing residents which is a purpose of our city government. To serve all the residents.
I would be happy to discuss in greater detail at your first opportunity..

Respectfully,

Ronald Paul
4412 SW 8th Street Terrace
Blue Springs, MO 64015
573-489-5407

On Wed, Jun 12, 2024 at 8:13 AM Traci Breshears <tbreshears@bluespringsgov.com> wrote:

Hello Ronald,

Attached are the most recently submitted plans. If you have any questions Dave McCumber is the planner who is assigned to this project. His email is : dmccumber@bluespringsgov.com.

Traci Breshears

Administrative Assistant

Community Development

City of Blue Springs

903 W Main Street

Blue Springs, MO 64015

Office (816) 622-4051

Email tbreshears@bluespringsgov.com

www.bluespringsgov.com

From: Jeff P <uwwcjp1987@gmail.com>
Sent: Tuesday, June 11, 2024 10:30 AM
To: ComDevLegal <comdevlegal@bluespringsgov.com>
Subject: Rezone | RZ - 04 24-9135 - Southgate Villas

You don't often get email from uwwcjp1987@gmail.com. Learn why this is important

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Dear City of Blue Springs,

I would like to view the application materials on file for this Project. Is there online access or must I obtain a copy in the records office?

Rezone | 04 24-9135

Planned Development Concept Plan | PDC - 04 24-9136

Preliminary Plat | 04 24-9137

:" Southgate Villas

700 SW & Highway

Parcel # 41 - 920-07-01-00-0-00-000

I am the property owner at 4412 SW 8th St. Terrace, Blue Springs, MO 64015 that borders on the west side of the prospective development and opposed it at the meeting. Residents

along the western border have questions we would like to address at the City Council meeting. Or ahead of time after review of the plan.

Thank you for your time.

Cordially,

Ronald Paul

4412 SW 8th St. Terrace, Blue Springs, MO 64015

573-489-5407

Introduced by Councilmember _____ BILL NO. 5223
(RZ-04-24-9135 & PDC-04-24-9136)

ORDINANCE NO. _____

AN ORDINANCE APPROVING A REZONING FOR 700 SW SOUTHGATE DRIVE FROM "RE" (RESIDENTIAL ESTATE) TO "PD-R" (PLANNED DEVELOPMENT – RESIDENTIAL) AND A PLANNED DEVELOPMENT CONCEPT PLAN FOR "SOUTHGATE VILLAS," AN INDEPENDENT SENIOR LIVING DEVELOPMENT, GENERALLY LOCATED WEST OF HIGHWAY 7, SOUTH OF SW SOUTHGATE DRIVE AND EAST OF THE SOUTHGATE HILLS SUBDIVISION

WHEREAS, proper application having been made for Rezoning and a Planned Development (PD) Concept Plan of property hereinafter described; and

WHEREAS, after review of the PD Concept Plan with respect to such issues as density, impacting surrounding areas, and the adequacy of facilities and services, basic parameters are established for the development of the PD project; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held June 10, 2024, which Commission, after said hearing, recommended that the application for Rezoning and PD Concept Plan be approved; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the change of zoning was appropriate at the location herein described; and

WHEREAS, the City of Blue Springs, Missouri has regulated the development at this location by requiring that it be developed as a PD Concept Plan.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. That following described tract of real estate is hereby rezoned from "RE" (Residential Estate) to "PD – R" (Planned Development – Residential). The site is legally described as:

Commencing at the northwest corner of Section 18 Township 48 Range 30, thence; along the north line of section 18 on a bearing of S88°12'48"E a distance of 1,350.16' to the northeast corner of the northwest quarter of the northwest quarter, thence; S01°51'50"W along the east line of the northwest quarter, quarter corner a distance of 1,180.81' thence; N88°09'38"W a distance of 78.98' to the Point of Beginning. Thence; N88°09'38"W along the south right of way line of SW Southgate Drive a distance of 271.02' to a point on the east line of Lot 8, Southgate Hills - 1st Plat, a subdivision in the City of Blue Springs, Missouri, thence; along the east line of said subdivision S01°51'50"E a distance of 722.11' to the southeast of Lot 26 of said subdivision, thence; S88°11'19"E a distance of 297.16' to a point on the west right of

way line of Missouri Highway 7, thence; N01°52'17”E along said right of way a distance of 189.41, thence, N04°25'56” continuing along said right of way line a distance of 247.46', thence; N01°52'17”E along said right of way a distance of 286.48'to the Point of Beginning. Containing 4.68 acres.

Section 2. That the above-described tract of real estate is hereby declared subject to the Southgate Villas PD Concept Plan.

Section 3. No land covered within this PD designation, or contained within the area described by Section 1 of this Ordinance, may be developed except in compliance with the Southgate Villas Planned Development Concept Plan approved herein by the City of Blue Springs or hereinafter revised, and the requirements of said PD Concept Plan shall include any staff recommendations contained in the staff report and presented to the Planning Commission at its June 10, 2024, meeting and to the City Council at its June 17, 2024, meeting, and approved by the City Council as conditions of development passage by this Ordinance and of this PD, and shall be deemed to include those conditions in addition to those contained in the UDC and in documents and drawings submitted to the Planning Commission and City Council and approved hereby, including the following conditions:

1. Approval based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC, unless modified by the Planned Development.
    a. The requested modifications of the development standards are as follows:
        i. Per UDC 407.080, “Residential Design Standards,” request the following modification:
            1. Increase the garage façade coverage from 25% to up to 39.17%.
        ii. Per UDC 405.020 “Residential Building Type Standards,” request the following modifications:
            1. Decrease the minimum lot area for lots 12 and 13 from 9,000 sq. ft. to 8,134 sq. ft.
            2. Decrease the minimum lot frontage width from 80-ft. to 77-ft.

Section 4. The Planned Development Standards, attached and entered as Exhibit A to the Ordinance that outline the development regulations shall govern the development within the PD. The PD Standards shall remain in place as long as the PD zoning remains on the property, unless the PD Concept Plan is amended.

Section 5. A Planned Development Final Plan shall be submitted and approved prior to the issuance of any building permits for the PD Final Plan area. Approval of the PD Final Plan shall only be granted if it is in substantial compliance with the approved Southgate Villas PD Concept Plan.

Section 6 Scrivener’s Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this ordinance, as determined by the City Clerk may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

Section 7. This ordinance shall be in full force and effect from and after its passage and approval by the Mayor of Blue Springs.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

Hg Consult Inc engineers planners

1533 Locust Street | Kansas City, MO 64108 | 816.703.7098 | www.HgCons.com

Southgate Villa's
Narrative and Request for Modifications

May 30, 2024

RE: Southgate Villa's
Development Concept Plan - City Proj. No. PDC-04-24-9136

This project is a PD (Planned Development) and is located at Southgate Drive and Missouri 7 highway, it is an older adult community. The project is comprised of all one (1) level duplexes on slab. Tract "A" will be open and civic space, a "common greenway area" comprised of a park bench, trees, and grass in a "park" like setting. All lots, common areas and Tract "B" (detention) will be grass and maintained by the developer.

We respectfully request "Alternative Development Standard" for the following items listed below.

1. Min. Lot Size for Lots 12 and 13 – reduction of minimum lot size from 9,000 sf to Lot 12 - 8,763 sf representing a total reduction of 237 sf and Lot 13 - 8,134 sf representing a total reduction of 866 sf.
2. Min. Lot Width – reduction of standard lot width from 80 ft to 77 ft representing a total reduction of 5 ft.
3. For the garage a maximum of 25% of the front facade to a maximum of 39.17%, an increase of 14.17%. As well as for the garage setback to be decreased from the minimum 12' setback to 7' setback, a difference of 5' (58.33%).

If you have any questions or comments, please contact me at mwacker@hgcons.com or (816) 550-5970

Sincerely,

Mike Wacker
Civil Designer

Exhibit A

PD CONCEPT PLAN

SOUTHGATE VILLA'S

MULTI FAMILY - LOTS 1 - 14, AND TRACT A AND TRACT B
A PART OF THE NORTHWEST 1/4 , OF THE NORTHWEST QUARTER OF
SECTION 18 - TOWNSHIP 48 - RANGE 30
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

PROJECT SUMMARY

EXISTING ZONING: RE (SINGLE FAMILY)
PROPOSED ZONING: PD (PLANNED DEVELOPMENT)
EXISTING LAND USE: VACANT / AG LOT
TOTAL BOUNDARY AREA: 4.68 ACRES
STREET TYPE: LOCAL - NEIGHBORHOOD STREET
BUILDING TYPES: DUPLEX - STANDARD LOT
FRONTAGE TYPE: TERRACE
MINIMUM LOT SIZE AND WIDTH: +8,134-SF. & 77-FT. WIDE
MINIMUM LIVABLE FLOOR AREA CLASSIFICATION: I
MINIMUM LIVABLE FLOOR AREA: 2,661 S.F. PER BUILDING, 1,330.5 S.F. PER SIDE
REQUIRED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 8-FT. / REAR: 20-FT.
PROVIDED SETBACKS: FRONT / CORNER SIDE: 25-FT. / SIDE: 10-FT. / REAR: 20-FT.
OPEN & CIVIC SPACE : GREENWAY
OPEN & CIVIC SPACE % TO TOTAL AREA: 13.72%
AREA - LOTS: 14 (141,912 S.F. / 3.26 ACRES)
AREA - OPEN & CIVIC SPACE: 2 TRACTS (27,976 S.F. / 0.64 ACRES)
AREA - RIGHT-OF-WAY: 1 STREETS (33,964 S.F. / 0.78 ACRES)
TOTAL AREA - SUBDIVISION: 203,852.5 S.F. / 4.68 ACRES

GENERAL NOTES

1. A minimum 5ft. ADA compliant sidewalk is required along the west side of SW Cherry Lane. and along the south side of Southgate Drive and the west side of Missouri 7 Highway. At the northwest corner of the property on the south side of Southgate Drive the sidewalk does transition down to 4' wide due to the gas pipes in that area and to tie into the existing 4' sidewalk.
2. According to the F.E.MA. Flood Insurance Rate Map Number 29095C0735G, Revised January 20, 2017, this tract graphically lies in OTHER AREAS, ZONE X, defined as areas determined to be outside the 0.2% annual chance floodplain and ZONE X (Future Base Flood), defined as areas of 1% annual chance flood based on future conditions hydrology. No base flood elevations determined.
3. This development is a 55+ and over community.
4. No construction or disturbance of any type, including clearing, grubbing, stripping, fill, excavation, linear grading, paving, or building is allowed in the stream buffer zone except by permission of the City Engineer.
5. Request for "Alternative Development Standard" for Lots 12 and 13 not meeting the 9000 SF minimum.
6. Request for "Alternative Development Standard" from the 80.00 feet minimum lot width to 77.00'
7. Request for "Alternative Development Standard" for the garage maximum of 25% of the front facade to a maximum of 39.17% an increase of 14.17%. As well as a Request for "Alternative Development Standard" for the garage setback to be decreased from the minimum 12' setback to 7' setback, a difference of 5' (58.33%).

OWNER
WASSER & WINTERS CO
PO BOX 396
LONGVIEW, WA 98632

PRELIMINARY PLAT PREPARED FOR
Harve Sommers
212 NW 4th Street
Oak Grove, MO 64075
Contact - Harve Sommers
(816) 215-4200

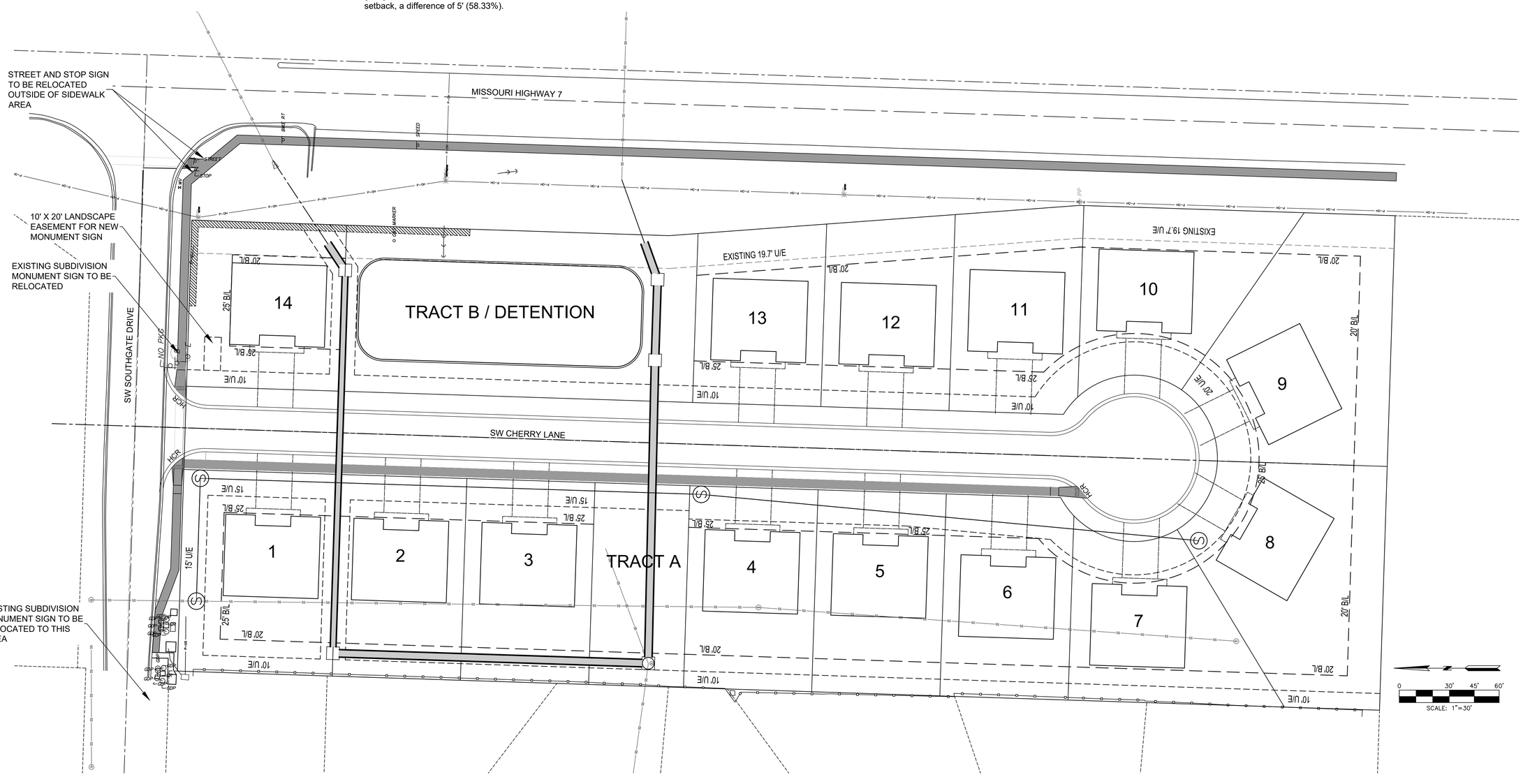
PLANS PREPARED BY
Hg Consult, Inc.
1533 Locust Street
Kansas City, MO 64108
Contact - Kevin Sterrett
(816) 703-7098

INDEX OF SHEETS

1 PD CONCEPT PLAN
2 UTILITY SHEET

APPENDIX

LANDSCAPE PLAN ~ 1 OF 1
ARCHITECTURAL ~ A-701 THRU A-702



NO.	DATE	REVISION	BY	CK/APP
1	5/16/2024	Revised per City comment letter dated May 10, 2024	MGW	RKS
2	5/20/2024	Revised per City comment letter dated May 24, 2024	MGW	RKS

IF THIS IS NOT A BLUE INK SEAL AND THE SIGNATURE IN BLUE INK, THE PLAN IS A COPY AND MAY CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES

STATE OF MISSOURI
RICHARD KEVIN STERRETT
NUMBER 2654
PROFESSIONAL ENGINEER

R. KEVIN STERRETT, MO E-26440
April 25, 2024

Hg Consult Inc engineers planners
1533 Locust Street, Kansas City, Missouri 64108
CORPORATE LICENSE No. E2010005573 (MO.) / E-1736 (KS.) / LS 2019005467

PD CONCEPT PLAN
SOUTHGATE VILLAS
CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI

X-REF NO. 24.005
DRAWING NO. 24.005
DATE April 25, 2024
JOB NO. 24.005
SHEET 1 OF 2

G:\Shared drives\HG CONSTRUCTION\CLIENTS\SOUTHGATE VILLAS\PLANS\PDP\PDP-PLAN SHEETS\24.005-PLAN SHEETS.DWG
PLOT DATE: 5/31/2024 9:19 AM by MICHAEL WACKER

CITY OF BLUE SPRINGS, MISSOURI

CITY COUNCIL
June 17, 2024

EXHIBITS FOR PUBLIC HEARING

SCENIC VALLEY RV RESORT REZONING, GENERAL DEVELOPMENT PLAN AND CONDITIONAL USE PERMIT
(RZ-04-24-9115, GDP-04-24-9116, CUP-04-24-9117)

EXHIBIT #1 City Council Information Form dated June 11, 2024 with the following attachments: Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Copy of letter sent from applicant to property owners regarding an open house; Planning Commission presentation; Emails from surrounding property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference), Letters regarding proposed project, Bill approving the Rezoning, Bill approving the Conditional Use Permit and Bill Approving the General Development Plan.

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: June 11, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☒ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

The Applicant, Chad Risinger of Risinger Development, has submitted a Planning Application on behalf of the property owners, Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, for consideration of a Rezoning (RZ-04-24-9115) from "AG-C" (Agriculture-County) to "LI" (Light Industrial), a Conditional Use Permit (CUP-04-24-9117) for the Recreational Vehicle Park land use, and General Development Plan (GDP-04-24-9116) on 18.47 +/- acres for the Scenic Valley RV Resort, a Recreational Vehicle Park comprised of 110 campsites, a community building, and other amenities, generally located south of the Amazon warehouse and west of the Adams Pointe Village subdivision on a property addresses 29607 E. R.D. Mize Road. Upon conclusion of the public hearing, a Bill approving the Rezoning, a Bill approving the Conditional Use Permit, and a Bill approving the General Development Plan will be ready for introduction and readings.

BACKGROUND/JUSTIFICATION

Scenic Valley RV Resort is classified as a Recreational Vehicle Park land use according to the Unified Development Code. The park is intended to be recreational in nature where the duration of stay is limited to prevent the sense of permanence. The applicant refers to the development as luxury with premium amenities such as a community building, outdoor playground, splash pad, dog park, and open space. The property is heavily wooded and sits atop a hill that falls off to the south and west.

The General Development Plan details a 30-ft. wide Tree Preservation Area easement along most of the south property line adjacent to the Adams Pointe Golf Club and a 40-ft. easement along the east property line adjacent to Admas Point Village. East R.D. Mize Road will require full street improvements including a sidewalk, which will extend from the Park's entrance to the existing sidewalk along NE Coronado Drive.

FINANCIAL IMPACT

Contractor:	N/A

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 18, 2024	N/A

STAFF RECOMMENDATION

Staff recommends approval of the Rezoning (RZ-04-24-9115) application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.
2. The decision on the rezoning application shall be rescinded if the associated Conditional Use Permit (CUP-04-24-9117) is not approved.

Staff recommends approval of the Conditional Use Permit (CUP-04-24-9117) application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.
2. The Conditional Use Permit Shall only be good for a period of five (5) years, at which time a new application may be submitted for an indefinite or specified period of time.
3. No camper shall be allowed to stay more than 30 consecutive days at the resort. When requested by the City, the resort ownership/management shall provide adequate information to confirm the following:
    a. The name and address of each occupant.
    b. Date of arrival and departure.
    c. Mobile home or recreational vehicle make, model, year of model, serial number of unit and seal demonstrating code compliance.
    d. License number of unit and state issuing such license.
4. There shall be no outside storage of personal items, including underneath a Recreational Vehicle unless properly screened with skirting.
5. There shall be no accessory buildings or structures at campsites.
6. There shall be no more than one (1) additional vehicle allowed at a campsite besides the Recreational Vehicle. All vehicles parked at a site shall be operable and owned by the individual registered with the park.

Staff recommends approval of the General Development Plan (GDP-04-24-9116) application with the following condition:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	Planning Commission
Date:	June 10, 2024
Action:	1. Recommend approval of the Rezoning with two (2) conditions by a vote of 4-2 2. Recommended approval of the Conditional Use Permit with six (6) conditions by a vote of 4-2 3. Recommended approval of the General Development Plan with one (1) condition by a vote of 4-2 4. Approved the Preliminary Plat with six (6) conditions by a vote of 4-2

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Staff Report with attachments; Application with attachments; Affidavit of Publication in The Examiner on May 25, 2024; 185 ft. Notification Map; Names/addresses of property owners within 185 ft. of site; Copy of letter sent to said property owners; Copy of letter sent from applicant to property owners regarding an open house; Planning Commission presentation; Emails from surrounding property owners; Title IV, Land Use Section – Blue Springs Code of Ordinances (by reference); 2014 Comprehensive Plan (by reference).
2. Letters regarding proposed project.
3. Bill approving the Rezoning.
4. Bill approving the Conditional Use Permit
5. Bill Approving the General Development Plan.

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

PLANNING APPLICATION REVIEW STAFF REPORT

Meeting Dates:	Planning Commission: June 10, 2024 City Council: June 17, 2024
Project Name:	***Scenic Valley RV Resort***
Site Location:	29607 W. R.D. Mize Road
Project Request:	RZ-04-24-9115; Rezoning from "AG" (Agriculture – County) to "LI" (Light Industrial). CUP-04-24-9117; Conditional Use Permit for a Recreational Vehicle Park in a "LI" (Light Industrial) zoning district. GDP-04-24-9116; General Development Plan for a Recreational Vehicle Park PP-04-24-9118; Preliminary Plat for one lot and two tracts of land.

Applicant: Chad Risinger
Property Owner: Bellington/Smith/Bellington Estates
Staff Planner: Dave McCumber | Development Review Manager

Project Description: The applicant is requesting approval of a Rezoning, Conditional Use Permit, General Development Plan, and a Preliminary Plat for the development of an 18.47 +/- acre Recreational Vehicle Park consisting of 110 camp sites on one lot and two tracts of land. Amenities for the development include a clubhouse, playground, splash pad, and dog park.

Staff Recommendation: Staff recommends approval of the Rezoning, approval of the Conditional Use Permit with conditions, General Development Plan with conditions, and Preliminary Plat with conditions. Conditions are identified at the end of this report.

Previous Actions:

Date	Review Body	Action
N/A		

Future Applications: A Site Plan Design Review and Final Plat are required to be approved, and the Final Plat recorded at Jackson County, prior to the issuance of building permits.

Adjacent Properties:

Direction	Current Zoning	Current Land Use(s)
North:	"LI" (Light Industrial)	Warehouse/Distribution Center
South:	"AG" (Agriculture)	Recreation and Entertainment, Outdoor
East:	"SF-7/ADP-O/PR-O" (Single-Family Residential/Adams Dairy Parkway-Overlay/Planned Residential-Overlay)	Detached Housing
West:	"RE/ADP-O" (Residential Estate/Adams Dairy Parkway-Overlay)	Recreation and Entertainment, Outdoor

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #1

REZONING ANALYSIS

Existing Zoning: "AG-C" (Agriculture – County)
Existing Land Use: Undeveloped
Proposed Zoning: "LI" (Light Industrial)
Proposed Land Use: Recreational Vehicle Park

Comprehensive Plan: According to the 2014 Comprehensive Plan, "the *Future Land Use Policy Map* reflects planned future land uses at the most generalized and city-wide scale. The intent of the *Future Land Use Policy Map* is not to predetermine land uses or zoning on a specific parcel or at specific locations. Together with other elements of the Comprehensive Plan, the *Future Land Use Policy Map* should be used to guide the relationships and physical improvements needed to create the types of places that are part of Blue Springs' long-range vision."

The Comprehensive Plan designates the subject property as a *Neighborhood*, which is defined as:

Areas for residential living arranged in a connected pattern of streets and blocks to provide access to civic and neighborhood amenities. Neighborhoods are primarily detached houses, but can include integration of different housing types, institutional/civic uses and spaces, or micro-commercial uses that support the neighborhood pattern and scale. Connection to Gathering Places or Neighborhood Centers is important to access daily services and meet daily needs.

The C2 (Central 2) Area Plan, adopted as part of the 2014 Comprehensive Plan designates the subject property as *Small-Scale Multi-Family*, which is defined as:

Areas appropriate for small and targeted application of higher-density housing types that integrate with the scale and patterns of SPECIFIC DEVELOPMENT TYPES APPENDIX A: CITY-WIDE POLICY MAPS neighborhoods. This includes multi-unit houses (2-, 3-, and 4-plexes), townhouses, walk-up apartments (4 to 12 units / 2 to 4 stories). The lot sizes are comparable to lots for detached houses, and all building types retain a similar scale and relationship to the neighborhood streetscapes. Appropriate locations are typically the corners of important intersections, along block faces that front civic space, the end caps of blocks on larger streets, or on transition blocks between Neighborhoods and corridors or centers.

Rezoning: The intent of the "LI" zoning district is defined in Section 404.160, as follows:

The LI, Light Industrial District is intended primarily to accommodate industries that produce finished products from semi-finished materials and require little or no outside storage of materials. The district provides locations for limited manufacturing and industrial activities with limited land use impacts, primarily traffic generated by delivery vehicles and employees.

Review Criteria: *In reviewing any application for an amendment to the Official Zoning Map (zoning change / rezoning), the Planning Commission and City Council shall review the proposed amendment considering the Comprehensive Plan, the general requirements of the Unified Development Code, and the following considerations:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan, and in particular the relationship of land uses within the proposed district and the relationship with uses existing or anticipated in surrounding districts.

   STAFF RESPONSE: The proposed rezoning is not in accordance with the 2014 Comprehensive Plan and C2 (Central 2) Area Plan which classifies the subject property as "*Small-Scale Multi-Family*." The rezoning to Light Industrial, an approved Conditional Use Permit, and General Development Plan would not comply with the Comprehensive Plan designation.

2. The application furthers the intent of the proposed zoning district and supports that of any abutting zoning districts.

   STAFF RESPONSE: If a Conditional Use Permit is approved the proposed development meets the intent of the "LI" Light Industrial District definition and standards. The intent of the "LI" zoning district is defined in Section 404.160, as follows: *to accommodate industries that produce finished products from semi-finished materials and require little or no outside storage of materials. A Recreational Vehicle Park is allowed with an approved Conditional Use Permit in the "LI" zoning district. The property immediately north of this property is zoned "LI" and is occupied by a general industrial building with a warehouse/Distribution Center land use.*

3. The precedents that might result from approval or denial of the application, and the possible effects of such precedents on the character of the area, and in particular the building form, site design, and other development patterns and urban design aspects that accompany precedents for the proposed district.

   STAFF RESPONSE: Approval of the rezoning application would allow for the existing 18.47 +/- acre parcel to be developed in accordance with the standards of the "LI" zoning district. Denial of the rezoning application would result in the property remaining undeveloped for an unknown period of time.

4. Compliance of any proposed development with the requirements of the UDC.

   STAFF RESPONSE: The subject property cannot be developed under the current "AG-C" (Agriculture – County) zoning district. Prior to any development activity on the site, a rezoning application would need to be submitted for review and approval.

5. The ability of the City or other government agencies to provide any services, facilities or programs that might be required if the application were approved.

   STAFF RESPONSE: Staff believes this rezoning will not reduce the ability of the City or other government agencies to provide service, facilities, or programs. The subject property is located in a developing area with access to services and facilities. Additional improvements to provide adequate services, including utilities, stormwater, and street improvements will be provided by the developer.

6. The effect of approval on the condition or value of property in the City or in the vicinity, including the likelihood of surrounding areas to be developed in accordance with the Comprehensive Plan.

   STAFF RESPONSE: Staff believes approval of this rezoning will likely not negatively impact the condition or value of the property of surrounding areas or the ability to be developed in accordance with the Comprehensive Plan.

7. The requested zoning change is justified by a change in conditions since the existing zoning was designated or by an error in the current designation.

   STAFF RESPONSE: The property is zoned for "AG-C" (Agriculture – County) because it was only recently annexed into the City, however, it retained its existing zoning designation until which time would be required to be modified because of a change of land use.

8. The consistency of the application with other adopted policies of the City.

   STAFF RESPONSE: Staff believes this proposal is consistent with other adopted City policies.

9. The recommendations of professional staff.

   STAFF RESPONSE: Based on the review criteria above, staff recommends approval of this rezoning request with conditions.

CONDITIONAL USE PERMIT, GENERAL DEVELOPMENT PLAN & PRELIMINARY PLAT ANALYSIS

A Conditional Use Permit (CUP) provides flexibility for different uses within a zoning district and allows the potential for additional uses that due to their varying design and operational characteristics of the use or due to conditions in the area are not generally appropriate in that district but require a case-specific review to determine the compatibility in a specific context and location.

The purpose of the general development plan process is to ensure compliance with zoning and other development regulations and the achievement of quality development through the review of a general development plan that will represent the general development on the site. The general development plan will be approved by City Council to establish the framework for development on a property. A general development plan is a generalized development plan for the entire area proposed to be included within a proposed development. The purpose of a general development plan is to allow preliminary review of a proposed development before substantial technical work has been undertaken.

Platting is a process where a proposed division, or partition of land and property interests therein, is reviewed to ensure development patterns in compliance with long-range comprehensive plans; coordinating infrastructure with existing, future and potential capital improvements; and that all lots are buildable, served with adequate public facilities, and capable of meeting the zoning and development standards.

Preliminary Plat

Requirements: The proposed Preliminary Plat meets the minimum standards described in UDC Section 403.050 and submittal requirements provided in the Preliminary Plat application.

Preservation: The site is currently undeveloped, wooded, and slopes from the Northeast to the Southwest. The applicant is proposing a 30-ft. wide Tree Preservation Area easement along the south property line and a 40-ft. wide Tree Preservation Area easement along the east property line to retain the existing mature tree coverage. The easement will provide a much denser buffer between the development and those neighboring properties.

Phasing: The site is proposed to be developed as a single-phase.

Streets & Sidewalks: The development is proposing one (1) point of access off E. R. D. Mize Road. The applicant is required to install full road improvements, including sidewalks, along E. R.D. Mize from Coronado to half the distance of the length of the property frontage.

Traffic: A traffic memo, prepared by a Professional Engineer registered in the State of Missouri, states that the anticipated traffic generated by this development does not warrant a Traffic Impact Study per City of Blue Springs Design and Construction Manual.

Stormwater: **A stormwater management plan will need to be prepared by a professional engineer registered in the State of Missouri and submitted to Public Works for review**. Stormwater detention and stormwater quality requirements shall be met with this development project. The City requires adherence to the current edition of APWA 5600 for Detention and Water Quality. Design procedures for each water quality BMP are included in the MARC BMP Manual. Overland flow and detention areas shall be contained within a drainage easement.

Sanitary Sewer: Gravity sanitary sewer is available to the south of this development. The sewer has capacity to convey flows generated from this development, but the developer is responsible for extending sewer within the property or otherwise connecting to the existing sanitary sewer. An engineer or surveyor will need to determine if the sewer invert elevations are such for this development to utilize this sanitary sewer.

Open Space: Per the "LI" zoning district standards, designated open space is not required. However, the development is still required to install open space landscaping.

Land Use: The proposed land use of the property is "Recreational Vehicle Park" which is allowed with an approved Conditional Use Permit in the Light Industrial Zoning District. The applicant is proposing a "Luxury" quality park containing 110 camping spaces across the 18.47 +/- acre property at a density of approximately 17 spaces per acre. The park will provide a community type building that houses the park's office, shower house, arcade room, covered patio, splash pad, playground, and dog park.

Building Typology: The proposed development's "community building" is categorized as an accessory structure and shall follow the Non-Residential Design Standards Section 407.090.

Parking: Vehicular parking is required and proposed as follows:

Land Use	Required	Provided
Recreational Vehicle Park	1 space per camping space	110 spaces for campsites
Club, Private (Community Building)	1 space per 4 person capacity	19 spaces for community building

Pedestrian Access: A 6-ft sidewalk between the community building and parking spaces has been provided. There are no sidewalks proposed throughout the RV Resort. A public sidewalk will be provided along E. R.D. Mize Road leading to the entrance to the RV Resort from N.E. Coronado Drive.

Architectural Character: This development includes one community building, which is classified as an accessory structure. The community building incorporates four-sided architecture through a mix of materials, windows, and lighting. **The building and site design are required to meet the Non-Residential Design Standards in UDC Section 407.090. Final building and site design will be reviewed through the Site Plan Design Review process.**

Frontage & Landscaping: The applicant has provided a conceptual landscaping plan for the site. Additional details and plant units may be needed to meet landscaping requirements. **Landscaping requirements will be reviewed in greater detail with the Final Development Plan process.**

Signage: Signs shown in the rendering are not finalized. All signs that meet the Sign Code will be reviewed administratively and must follow the appropriate permitting process. Signage will be reviewed in more detail with the Site Plan Design Review and by staff prior to the issuance of sign permits for the site.

Modifications Requested: The applicant is not proposing any modifications for this development.

Review Criteria: *A Conditional Use Permit shall be reviewed according to the following criteria:*

1. The application furthers the intent of the proposed zoning district and supports that of any abutting districts.

   STAFF RESPONSE: The application, if approved, will bring the property and the proposed development in compliance with the UDC and supports abutting districts.

2. Compliance of any proposed development with the requirements of this Development Code.

   STAFF RESPONSE: The proposed development will be in compliance with the UDC if a Conditional Use Permit is granted. The development meets the standards for a General Development Plan and Preliminary Plat.

3. Whether any additional site-specific conditions are necessary to meet the purposes and intent of this Development Code and the intent or design objectives of any applicable Subsections of this Development Code.

   STAFF RESPONSE: Site-specific conditions necessary to meet the purposes and intent of this development code are listed in the Staff Recommendation section for the Conditional Use Permit, which is found at the end of this report.

4. The impact on the public realm, including the design and functions of streetscapes and relationships of building and site elements to the streetscape.

STAFF RESPONSE: Staff does not believe that if the requested land use is approved that it will have a negative impact on the public realm and the development will be required to make public improvements to existing streets.

5. The adequacy of drainage, utilities, and other public facilities.

   STAFF RESPONSE: Utilities and drainage structures will have to be constructed at this site and limited public improvements would be required.

6. Compatibility with the character of the area in terms of building scale, building form, landscape and site design.

   STAFF RESPONSE: This proposed development would include one (1) accessory building on the site and would predominately be occupied by Recreational Vehicles. The landscaping and site design call for Tree Preservation Area easements along south and east property lines, which will protect the existing vegetation in a 30-ft. wide buffer, which provides a more private and mature screening to the adjacent land uses. Additional landscaping will be required within the site and along other frontages of the property. Because of these requirements and proposed design, the development should be completable with the area.

7. Compatibility with the area in terms of operating characteristics such as hours of operation, visible and audible impacts, traffic patterns, intensity of use as proposed or foreseeable, and other potential impacts on adjacent property.

   STAFF RESPONSE: The proposed use is recreational in nature as are the existing uses of neighboring properties. Staff does not foresee negative impacts on adjacent properties.

8. The application will not prevent development and use of the neighboring property in accordance with the applicable development regulations.

   STAFF RESPONSE: The application will not prevent adjacent properties from being developed as required by the Unified Development Code.

9. The long-range plans applicable to the site and surrounding area are not negatively impacted considering the permanence of the proposed use, the permanence of existing uses in the area, and any changes in character occurring in the area.

   STAFF RESPONSE: Because the specific land use and what is proposed as part of the development, the long-range plans for this site and area will not be negatively impacted as the permanence of the project is less than what else could be developed under the “LI” (Light Industrial) zoning district designation.

10. The recommendations of professional staff.

    STAFF RESPONSE: Staff recommends approval of the Conditional Use Permit with conditions listed below.

Findings of fact identifying and evaluating all factors relevant to the application shall be made part of the public record. Approval shall be subject to those specific facts and any additional conditions made as part of the review and approval. Any amendment to a conditional use permit shall require the same process as the original approval.

Review Criteria: *A General Development Plan shall be reviewed according to the following criteria:*

1. The proposed general development plan is consistent with the Comprehensive Plan and all requirements of the UDC, unless modifications are requested and approved through the approval of the general development plan. Said modifications shall generally be minor and shall be clearly noted in the staff report.

   STAFF RESPONSE: The proposed general development plan is not consistent with the Comprehensive Plan as the property is designated for small-scale multi-family development. The general development plan is consistent with all requirements of the UDC. The applicant has not requested any deviations or modifications to the UDC.

2. The proposed general development plan is consistent with the current zoning on the property or conditioned on the approval of an existing application for a Zoning Map amendment.

   STAFF RESPONSE: The proposed general development plan is conditioned on the approval of an existing rezoning application on the property and the proposed use is allowed by approval of a Conditional Use Permit in the "LI" zoning district.

3. The general development plan is in compliance with all applicable use, development and design standards set forth in this Code, unless alternative design standards have been approved for the development.

   STAFF RESPONSE: The general development plan complies with all applicable use, development, and design standards set forth in this Code. No alternative development standards have been proposed.

4. Adequate facilities and services exist or are planned by the project to serve the development at the time of construction.

   STAFF RESPONSE: The existing facilities and services are in place to serve the development. The applicant will be required to make some public improvements to serve the development.

5. The general development plan is sensitive to the existing land uses and is compatible with the existing adjacent land use designations. Compatibility with the surrounding area is demonstrated by proposed improvements, including screening and buffering that has been provided to minimize impacts to adjacent uses.

   STAFF RESPONSE: The general development plan is sensitive to the existing land uses and is compatible with the existing adjacent land use designations. The properties adjacent are designated as Golf Course, Warehouse/Distribution Center, Vacant, and Detached Housing. The proposed use is not what staff would consider an intensive use; therefore, staff believes it will not negatively impact adjacent land uses. The applicant has provided a conceptual landscape plan, which includes a 30-ft. wide Tree Preservation Area easement to protect the existing dense vegetation along the south and east property lines. The landscape plan will be reviewed in greater detail with the Site Plan Design Review.

   Staff has concerns with the development becoming long term housing of a transient nature rather than a recreational campground.

6. The general development plan will provide for orderly physical growth of the City, and foster safe, convenient and walkable neighborhoods and shopping districts.

   STAFF RESPONSE: The general development plan will provide for orderly physical growth of the City. It will not necessarily contribute to a safe place to walk or a shopping district, but staff understands that industrial zoned areas are not necessarily intended for these purposes.

Review Criteria: *A Preliminary Plat shall be reviewed based on the following criteria:*

1. The application is in accordance with the Comprehensive Plan and any official plan or program developed under the guidance of the Comprehensive Plan. In particular, the physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments reflect the principles and concepts of the plan.

   STAFF RESPONSE: The application is in accordance with the Comprehensive Plan as it pertains to physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments

2. Compliance with the requirements of this Development Code. In particular, the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.

   STAFF RESPONSE: The proposed plan is in compliance with the requirements of this Development Code.

3. Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.

   STAFF RESPONSE: The plan is proposed to be developed in one phase.

4. Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions, that reflect long-term solutions and sound fiscal investments.

   STAFF RESPONSE: This project has produced preliminary reports, and the overall site layout appears to incorporate sound planning, engineering, and urban design solutions.

5. The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Comprehensive Plan.

   STAFF RESPONSE: The application does not deter any existing or future development on adjacent properties.

6. The design does not impede the construction of future public infrastructure within the area.

   STAFF RESPONSE: The design of the site does not impede the construction of future public infrastructure within the area.

7. The recommendations of professional staff.

   STAFF RESPONSE: Staff recommends approval of the Preliminary Plat with conditions.

Approval of the preliminary plat shall constitute acceptance of the overall planning concepts for the subdivision and is a prerequisite for the filing of a final plat. After approval of the preliminary plat the applicant may proceed with the construction plans and submit the proposed final plat for review and approval.

Staff Recommendation:

Staff recommends approval of the Rezoning application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.
2. The decision on the rezoning application shall be rescinded if the associated Conditional Use Permit (CUP-04-24-9117) is not approved.

Staff recommends approval of the Conditional Use Permit application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.
2. The Conditional Use Permit Shall only be good for a period of five (5) years, at which time a new application may be submitted for an indefinite or specified period of time.
3. No camper shall be allowed to stay more than 30 consecutive days at the resort. When requested by the City, the resort ownership/management shall provide adequate information to confirm the following:
   a. The name and address of each occupant.
   b. Date of arrival and departure.
   c. Mobile home or recreational vehicle make, model, year of model, serial number of unit and seal demonstrating code compliance.
   d. License number of unit and state issuing such license.
4. There shall be no outside storage of personal items, including underneath a Recreational Vehicle unless properly screened with skirting.
5. There shall be no accessory buildings or structures at campsites.
6. There shall be no more than one (1) additional vehicle allowed at a campsite besides the Recreational Vehicle. All vehicles parked at a site shall be operable and owned by the individual registered with the park.

Staff recommends approval of the General Development Plan application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC.

Staff recommends approval of the Preliminary Plat application with the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.
2. Approval of the Preliminary Plat is rescinded if the Rezoning (RZ-04-24-9115), Conditional Use Permit (CUP-04-24-9117) or General Development Plan (GDP-04-24-9116) is denied by the City Council.
3. Prior to Final Plat approval, the following must occur:
    a. A Site Plan Design Review must be approved, finalizing the proposed amenities, landscaping, and building design.
    b. All right-of-way and easements must be shown as required by Public Works and the Unified Development Code.
4. Prior to Building Permit Issuance, the Final Plat must be recorded at Jackson County.
5. Prior to occupancy of each building, all parking and access improvements shall be completed.
6. Prior to occupancy of the first building, the following must occur:
    a. All common amenities (i.e. splash pad, dog park, trash enclosures, etc.) must be completed.
    b. All required landscaping and buffers shall be installed or financially guaranteed.
    c. All public improvements, unless stated otherwise, shall be completed.
    d. A sealed letter by a Registered Professional Engineer in the State of Missouri stating the detention basins have been constructed per the approved plans and will function as designed shall be submitted to Engineering.

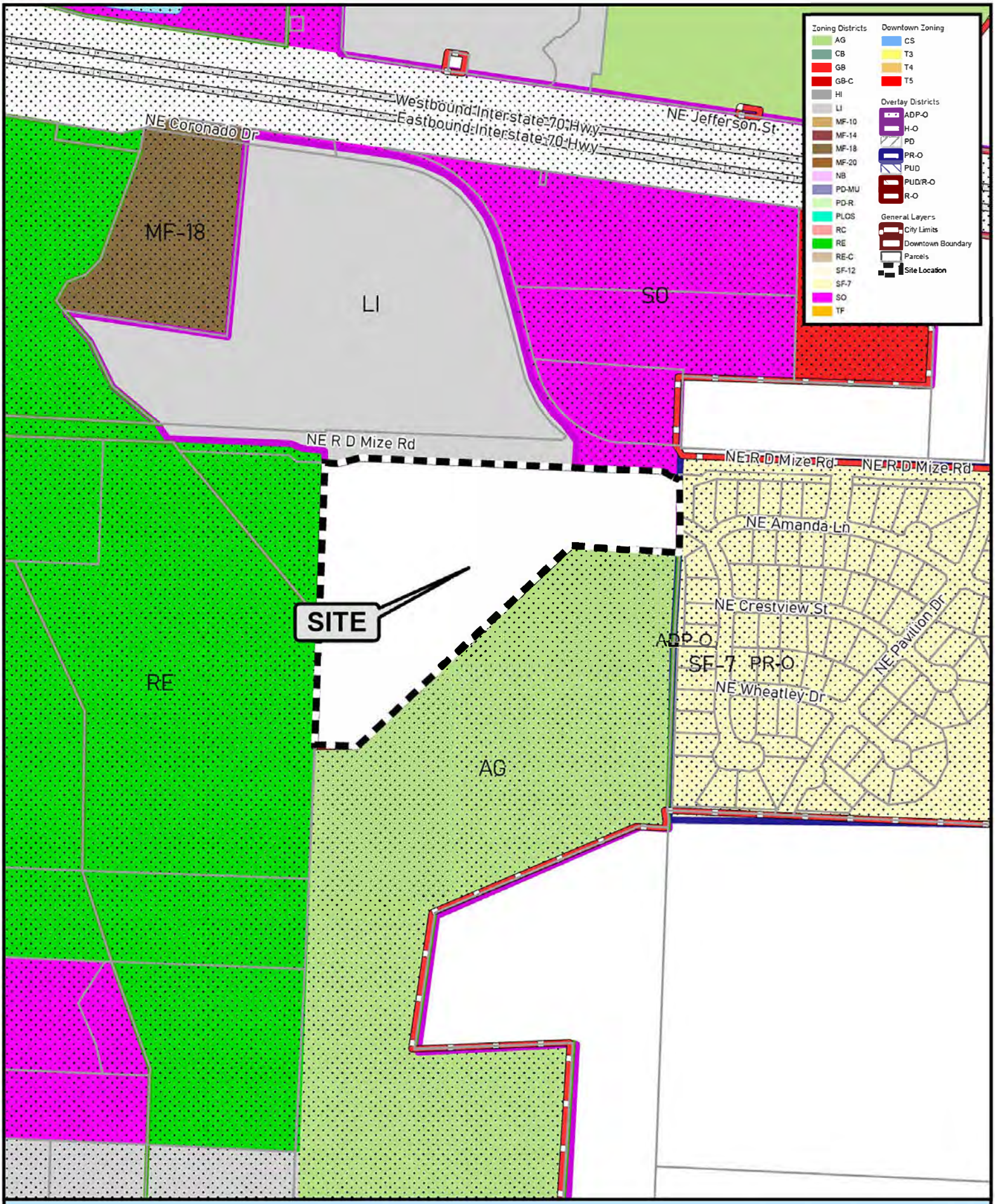


The City of Blue Springs Missouri

RZ-04-24-9115 | GDP-04-24-9116
CUP-04-24-9117 | PP-04-24-9118
PARCEL # 36-720-02-01-01-0-00-000
AERIAL LOCATION MAP

N

1 inch = 450 feet
Date: 4/24/2024



The City of Blue Springs Missouri

RZ-04-24-9115 | GDP-04-24-9116
CUP-04-24-9117 | PP-04-24-9118
PARCEL # 36-720-02-01-01-0-00-000
SITE LOCATION MAP

N

1 inch = 450 feet

Date: 4/24/2024

Written Narratives

- The property is currently zoned Vacant Ag Land by Jackson County and is in the city's proposed path for development. The proposed zoning is for L1.
- The property is heavily wooded and sits on top of a limestone rock shelf with approximately 6' of cover. The property is surrounded by city limits and would not be conducive for agricultural use.
- The proposed zoning does conform with adjacent zoning uses.
- The surrounding neighborhood consists of an amazon facility directly across the street from this development on the north side of RD Mize zoned L1 and a proposed "SO" Service/Office District zoning on the north side of Coronado. The property to the east is zoned residential.
- The potential Traffic Conditions of the proposed use would not increase the trip generation during the peak hour in excess of 50 vehicles and would not create an undue traffic hazard. Coronado and RD Mize Road are classified as Minor Collector and have a right-of-way width of 60'
- Platting will be required to create properly sized right-of-way and easements for drainage, utility landscape etc.
- The C-2 Specific Area Map of the Comprehensive Plan calls for a small scale multifamily development. While the proposed Recreational Vehicle Park does provide a higher density product, it is not a residential community. RV Parks encourage community development by creating jobs, increasing tourism, and increasing revenue in the local economy.

- The proposed use for the property is light industrial for the development of a Recreational Vehicle Park
- Recreational Vehicle Parks contribute to the local economy by increasing tourism, job creation and providing revenue for local businesses. The economic multiplier effect of a RV Park can be realized by the higher density of lots per acre and greater number of visitors on a weekly basis over a traditional residential development.
- The proposed development meets or exceeds applicable zoning and development codes.

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #2

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05/01/2024

- Application for permitting will be made immediately following City Council approvals. Construction will begin directly after permits are approved. Work is estimated to begin in Fall of 2024 and be completed in Fall of 2025

- The proposed Light Industrial Zoning will be used for the purposed of developing a Recreational Vehicle Park. The development will consist of approximately 100 RV spaces at 2,240 sqft per lot. (26' wide x 70' deep) As well as, a clubhouse, splash park, playground, and dog park.
- The proposed development complies with the requirements of the UDC.
- The proposed development will utilize the amazing beauty of the surrounding nature. Parking spaces will preserve the existing trees. The natural rock formations and landscaping will be highlighted throughout the site design. The exterior building characteristics of the clubhouse will consist of stucco and stone work.
- The compatibility of the proposed location for this development are ideal. Visibility of the development from I-70 extremely limited. A minimum 30' of tree preservation area surround the development along all sides. Policies in place to limit activity in the resort from 10pm until 8am significantly reduce any negative audible impacts from the development. Traffic volumes from this development would not exceed 50 vehicles during peak hour and would not adversely affect traffic patterns.
- The proposed use will not prevent or negatively impact the development and use of adjacent property because they have the same zoning.
- The long-range plans applicable to this site and surrounding area are not negatively impacted due to the secluded nature of the property and location.
- The positive impact on streetscapes will be realized through the park like design and characteristics of the buildings which encompass the natural beauty of the surrounding trees. Each space with have no less than one tree with a minimum 2" diameter and three shrubs.
- The adequacy of storm water drainage and detention will be engineered to the standards of the MDNR. A storm water pollution prevention plan and storm water management plan will be prepared by professional engineer

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05/01/2024

licensed in the State of Missouri. All public and private infrastructure will be built to the standards of the UDC. All streets and parking will be concrete.

- Access in and out of the development will provide adequate turning radiuses for large truck and trailers. All traffic will flow through the development with no dead ends.
- Most traffic will not be during peak traffic hours.

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05/01/2024

Scenic Valley RV Resort

Policies and Procedures

- Office Hours: 9am-6pm Monday-Saturday, Gift Shop Located in the Office Will Sell Branded Memorabilia and Common RV Accessories. No Alcohol or Tobacco Sales!
- Staffing: 1 Full Time On-Site Manager, 1 Full Time On-Site Assistant Manager, 1 Full Time Office Manager, 1 Full Time Maintenance/Groundskeeper, 1 Part Time Seasonal Landscaper
- Quiet Time: 10pm to 8am
- Check-In For RV is 1PM. Check-Out is 11am. Night Registration is Located in the Laundry Room.
- Splash Park Will Operate Daily From 11am till Sunset Between Memorial Day to Labor Day.
- Speed Limit is 5 MPH. Watch for Children. No Fireworks. Fire in Fire Rings Only, Wind Permitting.
- No Outside Firewood Permitted to Protect against the Emerald Ash Borer. Firewood Must Be Purchased from Us
- Pets Are Welcome. All Dogs Must Be on a Leash. Dogs Cannot Be Left Unattended.
- Winter Campers Must Have Heat Tape Water Lines. Space Below the Camper Must Be Screened with a Commercially Available Cover.
- Campsites Must Be Kept Neat in Appearance and Must Not Create a Sense of Permanence. Any Items On-Site Deemed to Cause a Negative Impression are Subject to be Removed and Discarded.
- A Maximum of Two Vehicles (including the RV) Owned by the Camper will be Allowed On-Site. No Auto Work Permitted Within the Park Without Permission.
- Campers Must Own Property and Liability Insurance to Cover Against Damage or Injury Claims.
- Campers Must Recognize the Resort Is Located on a Golf Course and Must Sign and Understand the “Inherent Risk Accepted” Clause Located in the Contract.
- Extended-Stay Campers Must Meet with The Management Team Prior to Any Reservation. Campers and Motorcoaches Must Be Tip Top in Quality and Appearance. We Are a Recreational Facility, Not a Residential Community. If Accepted, Such Extended-Stays Are Based on a 28 Day Contract and are Contingent on How Well the Camper Respects Our Efforts to Maintain a Park-Like Environment. An Extended Stay Guest is Only Eligible for 12 Extended Stay Extensions Total and Must Move to a Different Space After the 6th Extension to Ensure There is No Sense of Permanence at Our Facility.
- Daily and Weekly Rate Campers Will Be Required to Move to a New Space After 14 Days, With a Maximum Allowable Stay of 28 Days.

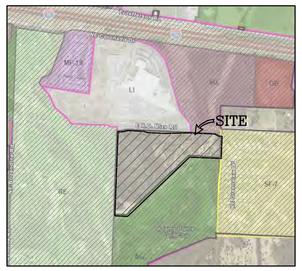
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06/05/2024

GENERAL DEVELOPMENT PLAN FOR "SCENIC VALLEY RV RESORT"

BLUE SPRINGS, JACKSON COUNTY MISSOURI

DEVELOPER:

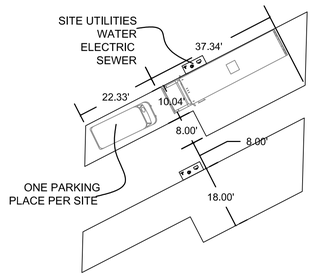
RISINGER DEVELOPMENT, LLC
114 SW EAGLE'S PARKWAY
GRAIN VALLEY, MO 64029
PHONE-816-739-4796



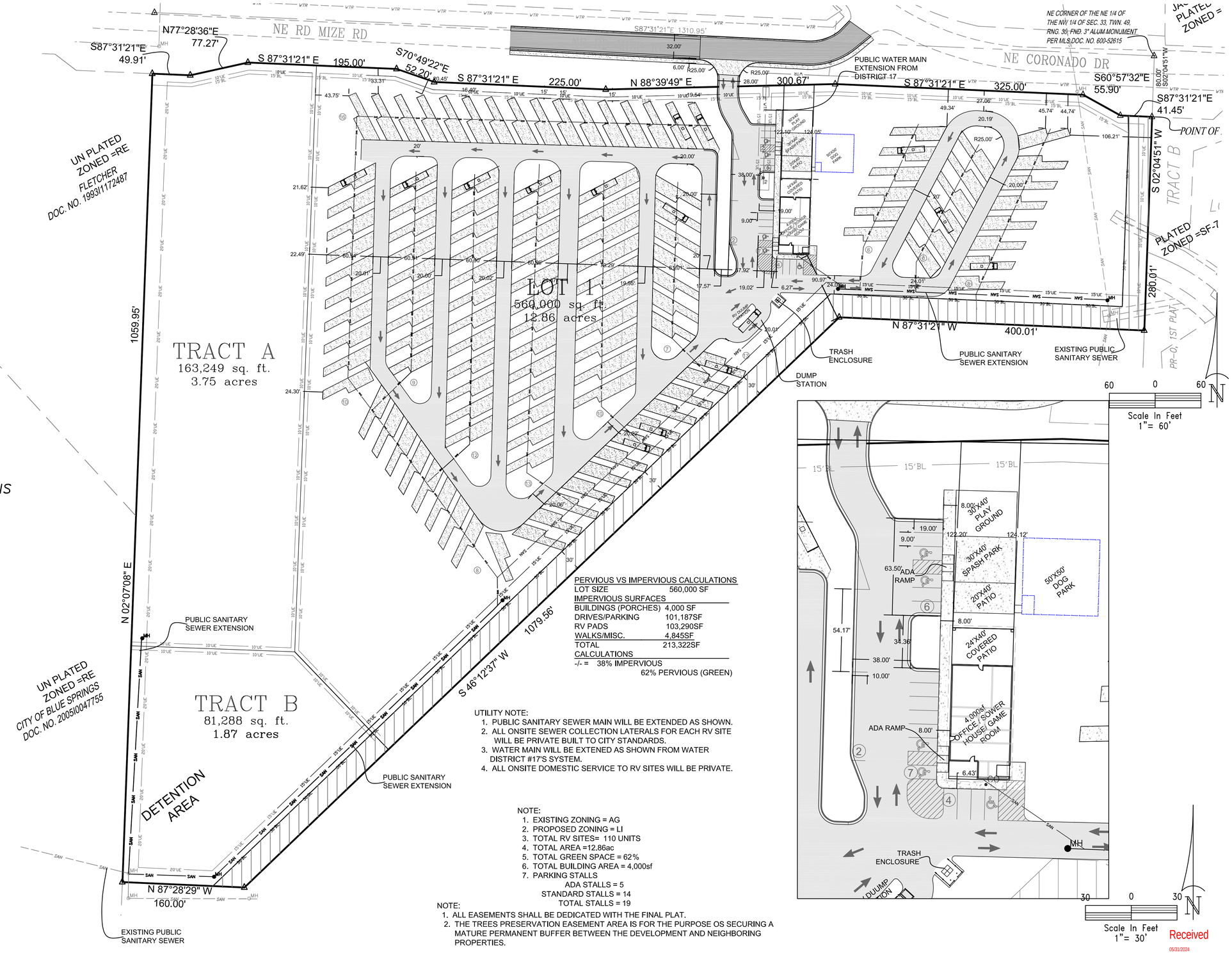
ZONING MAP



SITE LOCATION MAP



TYPICAL RV SITE DIMENSIONS



SYMBOL LEGEND

PROPOSED		EXISTING
MH ●	Manhole	MH○
C.I. ▬	Curb Inlet	C.I. ▽
JB ■	Junction Box	JB□
FI ■	Field Inlet	FI□
FES▲	Flared End Section	FES△
FH	Fire Hydrant	
BO ●○	Blow Off	⊗
WV●	Water Valve	⊗
WM○	Water Meter	WM
	Straddle	◇
	Utility Pole	
	Guy Wire	
	Electric Transformer	
	Telephone Pedestal	
	Cable Pedestal	
CO	Clean Out	CO

PERVIOUS VS IMPERVIOUS CALCULATIONS

LOT SIZE	560,000 SF
IMPERVIOUS SURFACES	
BUILDINGS (PORCHES)	4,000 SF
DRIVES/PARKING	101,187SF
RV PADS	103,290SF
WALKS/MISC.	4,845SF
TOTAL	213,322SF
CALCULATIONS	
-/- =	38% IMPERVIOUS
	62% PERVIOUS (GREEN)

UTILITY NOTE:
1. PUBLIC SANITARY SEWER MAIN WILL BE EXTENDED AS SHOWN.
2. ALL ONSITE SEWER COLLECTION LATERALS FOR EACH RV SITE WILL BE PRIVATE BUILT TO CITY STANDARDS.
3. WATER MAIN WILL BE EXTENED AS SHOWN FROM WATER DISTRICT #17'S SYSTEM.
4. ALL ONSITE DOMESTIC SERVICE TO RV SITES WILL BE PRIVATE.

NOTE:
1. EXISTING ZONING = AG
2. PROPOSED ZONING = LI
3. TOTAL RV SITES= 110 UNITS
4. TOTAL AREA =12.86ac
5. TOTAL GREEN SPACE = 62%
6. TOTAL BUILDING AREA = 4,000sf
7. PARKING STALLS
   ADA STALLS = 5
   STANDARD STALLS = 14
   TOTAL STALLS = 19

NOTE:
1. ALL EASEMENTS SHALL BE DEDICATED WITH THE FINAL PLAT.
2. THE TREES PRESERVATION EASEMENT AREA IS FOR THE PURPOSE OS SECURING A MATURE PERMANENT BUFFER BETWEEN THE DEVELOPMENT AND NEIGHBORING PROPERTIES.

DATE	REVISION	BY
5-15-24	PER CITY COMMENTS	-
5-25-24	PER CITY COMMENTS	

Quist Engineering Inc.
Civil Engineering for Residential & Commercial Site Development
821 NE Columbus ST.
Lee's Summit, Missouri 64063
Phone: (816) 550-5675
e-mail = rwquist@quistengineering.com

GENERAL DEVELOPMENT PLAN
"SCENIC VALLEY 1ST PLAT"
CIVIL PLANS FOR
SCENIC VALLEY RV RESORT
BLUE SPRINGS, JACKSON COUNTY MISSOURI

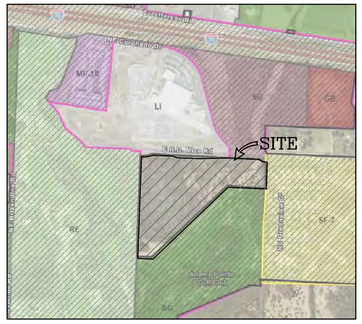
STATE OF MISSOURI
ROBERT A. WACQUIET
NUMBER 2001018825
DATE 5/25/24
PROFESSIONAL ENGINEER

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CHECKED BY	RAW
DATE	4-11-24
PROJECT NO.	E24-305
SCALE	

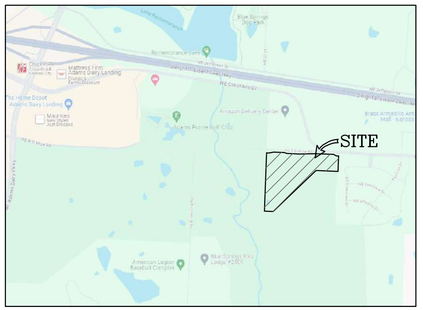
Received
05/31/2024

LANDSCAPE PLAN FOR "SCENIC VALLEY RV RESORT"
BLUE SPRINGS, JACKSON COUNTY MISSOURI

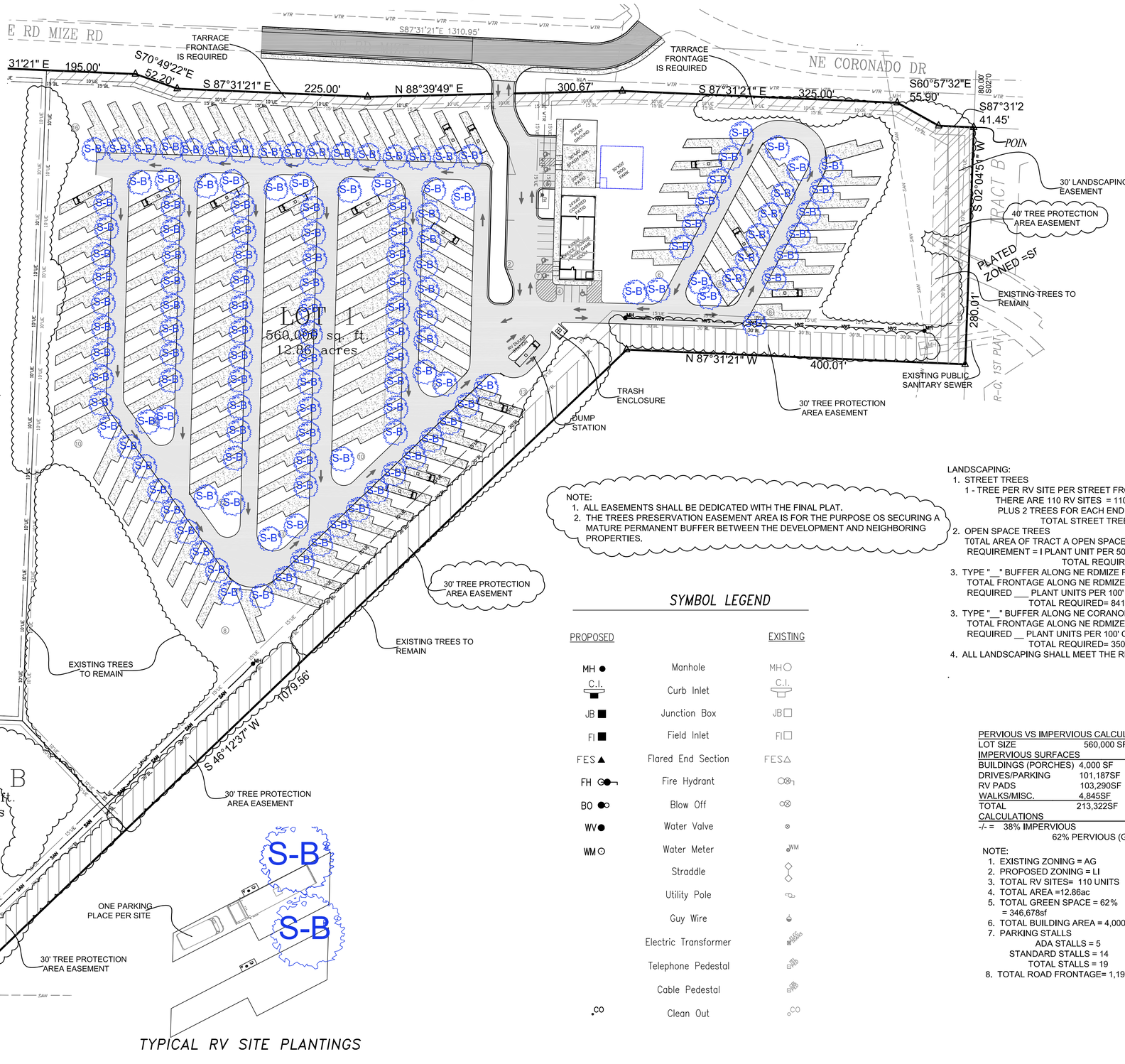
DEVELOPER:
RISINGER DEVELOPMENT, LLC
114 SW EAGLE'S PARKWAY
GRAIN VALLEY, MO 64029
PHONE-816-739-4796



ZONING MAP



SITE LOCATION MAP



TYPICAL RV SITE PLANTINGS

NOTE:
1. ALL EASEMENTS SHALL BE DEDICATED WITH THE FINAL PLAT.
2. THE TREES PRESERVATION EASEMENT AREA IS FOR THE PURPOSE OS SECURING A MATURE PERMANENT BUFFER BETWEEN THE DEVELOPMENT AND NEIGHBORING PROPERTIES.

LANDSCAPING:
1. STREET TREES
   1 - TREE PER RV SITE PER STREET FRONTAGE AND
   THERE ARE 110 RV SITES = 110 TREES
   PLUS 2 TREES FOR EACH END OF A ROW = 24
   TOTAL STREET TREES REQUIRED= 134 TREES
2. OPEN SPACE TREES
   TOTAL AREA OF TRACT A OPEN SPACE = 346,678sf
   REQUIREMENT = I PLANT UNIT PER 500sf OF OPEN SPACE
   TOTAL REQUIRED 346,678/ 500 = 693 PU'S
3. TYPE "__" BUFFER ALONG NE RDMIZE RD
   TOTAL FRONTAGE ALONG NE RDMIZE RD =841 L.F.
   REQUIRED ___ PLANT UNITS PER 100' OF FRONTAGE
   TOTAL REQUIRED= 841/ 100 = 8.41 X ___ = ___ PU'S
3. TYPE "__" BUFFER ALONG NE CORANODO DR
   TOTAL FRONTAGE ALONG NE RDMIZE RD =350 L.F.
   REQUIRED __ PLANT UNITS PER 100' OF FRONTAGE
   TOTAL REQUIRED= 350/ 100 = 3.5 X ___ = ___ PU'S
4. ALL LANDSCAPING SHALL MEET THE REQUIREMENT SET BY THE UDC.

SYMBOL LEGEND

PROPOSED		EXISTING
MH ●	Manhole	MH○
C.I.	Curb Inlet	C.I.
JB ■	Junction Box	JB□
FI ■	Field Inlet	FI□
FES ▲	Flared End Section	FES△
FH	Fire Hydrant	
BO ●○	Blow Off	
WV ●	Water Valve	
WM ○	Water Meter	WM
	Straddle	
	Utility Pole	
	Guy Wire	
	Electric Transformer	ELECTRIC TRANSFORMER
	Telephone Pedestal	
	Cable Pedestal	
CO	Clean Out	CO

PERVIOUS VS IMPERVIOUS CALCULATIONS

LOT SIZE	560,000 SF
IMPERVIOUS SURFACES	
BUILDINGS (PORCHES)	4,000 SF
DRIVES/PARKING	101,187SF
RV PADS	103,290SF
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CALCULATIONS	
-/- =	38% IMPERVIOUS
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4. TOTAL AREA =12.86ac
5. TOTAL GREEN SPACE = 62%
   = 346,678sf
6. TOTAL BUILDING AREA = 4,000sf
7. PARKING STALLS
   ADA STALLS = 5
   STANDARD STALLS = 14
   TOTAL STALLS = 19
8. TOTAL ROAD FRONTAGE= 1,191 lf

N

60 0 60
Scale In Feet
1"= 60'

Received
05/31/2024

DATE	REVISION	BY
5-15-24	PER CITY COMMENTS	-
5-25-24	PER CITY COMMENTS	

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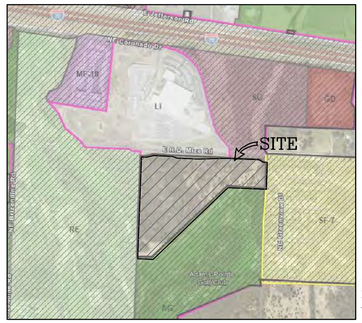
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BLUE SPRINGS, JACKSON COUNTY MISSOURI

STATE OF MISSOURI
ROBERT A. WAYNE QUIST
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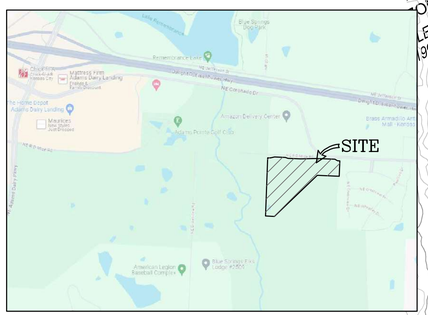
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PROJECT NO.	E24-305
SCALE	

PRELIMINARY PLAT FOR "SCENIC VALLEY 1ST PLAT"
BLUE SPRINGS, JACKSON COUNTY MISSOURI

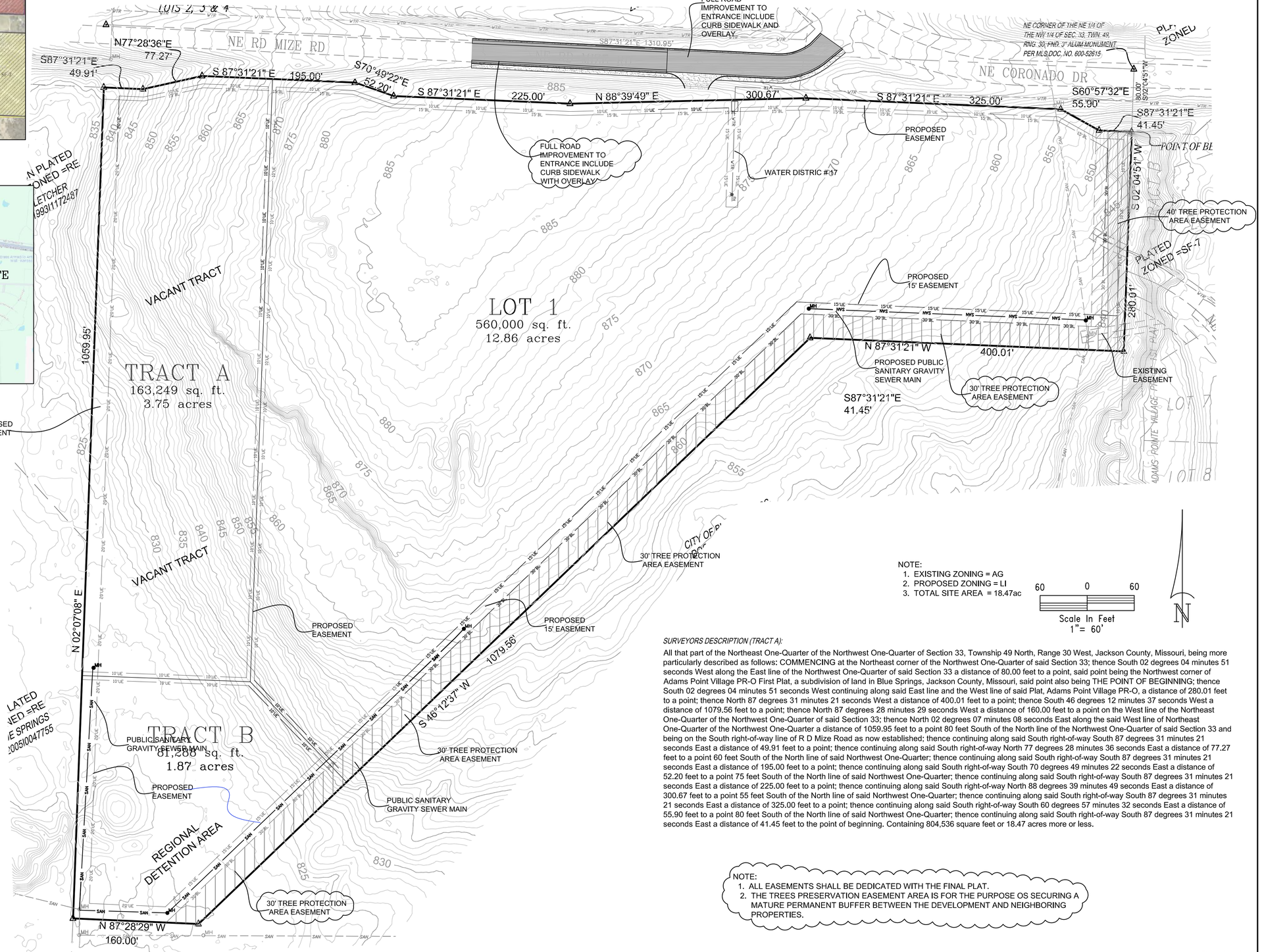
DEVELOPER:
RISINGER DEVELOPMENT, LLC
114 SW EAGLE'S PARKWAY
GRAIN VALLEY, MO 64029
PHONE-816-739-4796



ZONING MAP



SITE LOCATION MAP



SYMBOL LEGEND

PROPOSED		EXISTING
MH ●	Manhole	MH○
C.I.	Curb Inlet	C.I.
JB ■	Junction Box	JB□
FI ■	Field Inlet	FI□
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FH	Fire Hydrant	
BO ●	Blow Off	⊗
WV ●	Water Valve	⊗
WM ⊙	Water Meter	WM
	Straddle	
	Utility Pole	
	Guy Wire	
	Electric Transformer	
	Telephone Pedestal	
	Cable Pedestal	
.CO	Clean Out	CO

NOTE:
1. EXISTING ZONING = AG
2. PROPOSED ZONING = LI
3. TOTAL SITE AREA = 18.47ac

60 0 60
Scale In Feet
1"= 60'

N

SURVEYORS DESCRIPTION (TRACT A):

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows: COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-O First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, Adams Point Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56 feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

NOTE:
1. ALL EASEMENTS SHALL BE DEDICATED WITH THE FINAL PLAT.
2. THE TREES PRESERVATION EASEMENT AREA IS FOR THE PURPOSE OS SECURING A MATURE PERMANENT BUFFER BETWEEN THE DEVELOPMENT AND NEIGHBORING PROPERTIES.

Received
05/31/2024

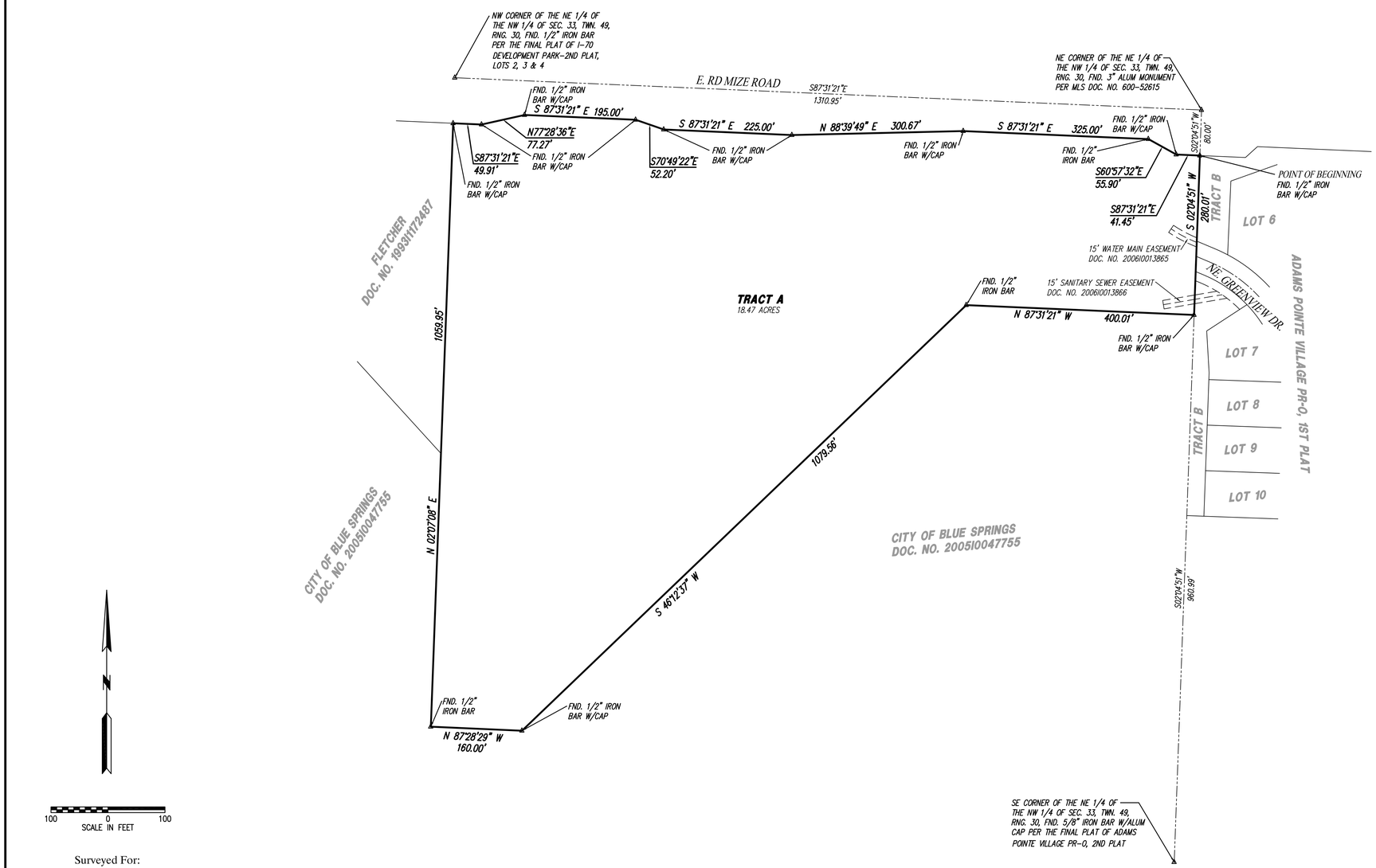
DATE	REVISION	BY
5-15-24	PER CITY COMMENTS	-
5-25-24	PER CITY COMMENTS	

Quist Engineering Inc.
Civil Engineering for Residential & Commercial Site Development
821 NE Columbus ST.
Lee's Summit, Missouri 64063
Phone: (816) 550-5675
e-mail = rwquist@quistengineering.com

PRELIMINARY PLAT FOR
SCENIC VALLEY 1ST PLAT
CIVIL PLANS FOR
SCENIC VALLEY RV RESORT
BLUE SPRINGS, JACKSON COUNTY MISSOURI

STATE OF MISSOURI
ROBERT A. WACQUIST
NUMBER 2001019825
5/25/24
REGISTERED PROFESSIONAL ENGINEER

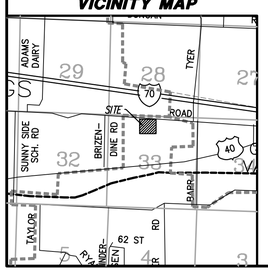
DRAWN BY	RAW
CHECKED BY	RAW
DATE	4-11-24
PROJECT NO.	E24-305
SCALE	



100 0 100
SCALE IN FEET

Surveyed For:
Chad Risinger
680 NW. M Highway
Centerview, MO. 64019

VICINITY MAP



SURVEY NOTES:

1. ⚠ Denotes found monumentation as noted.
   ▲ Denotes 1/2" Iron Bar with Plastic Cap LS-2006016633 set this survey.
2. Bearings shown are based on Missouri State Plane Grid.
3. This survey meets or exceeds the accuracy standards of an "Urban Class" survey as defined by the Missouri Standards for Property Boundary Surveys.
4. Parent tract of this survey as recorded in Document No. 2022E0111085 as recorded in the Jackson County Recorder of Deeds Office.
5. No research for existing easements of record was done by this office this date.

SURVEYORS DESCRIPTION (TRACT A):

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows: COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-O First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, Adams Point Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56 feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

I hereby certify that the within Certificate of Survey is based on an actual survey made by me or under my direct supervision and that said survey meets or exceeds the requirements for the MINIMUM STANDARDS FOR PROPERTY BOUNDARY SURVEYS as adopted by the Missouri Board for Architects, Professional Engineers and Land Surveyors.

STATE OF MISSOURI BRANTON LADWIG NUMBER 2006016633 PROFESSIONAL LAND SURVEYOR

Branton E. Ladwig, MO LS-2006016633
MARCH 21, 2024

IF THIS IS NOT A BLUE INK SEAL AND THE SIGNATURE IN BLUE INK, THE PLAN IS A COPY AND MAY CONTAIN UNAUTHORIZED ALTERATIONS. THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES.

NO.	DATE	REVISION

IF THIS IS NOT A BLUE INK SEAL AND THE SIGNATURE IN BLUE INK, THE PLAN IS A COPY AND MAY CONTAIN UNAUTHORIZED ALTERATIONS, THE CERTIFICATION CONTAINED ON THIS DOCUMENT SHALL NOT APPLY TO ANY COPIES

LADWIG & ASSOCIATES, LLC.
LAND SURVEYORS
33604 E. 235th Street
Pleasant Hill, Missouri 64080
816-309-6621

Missouri Certificate of Authority
Land Surveying - LS-2012028511

CERTIFICATE OF SURVEY

PART OF THE NE. 1/4 OF THE NW. 1/4 OF SECTION 33, TOWNSHIP 49, RANGE 30
JACKSON COUNTY - MISSOURI

X-REF NO.

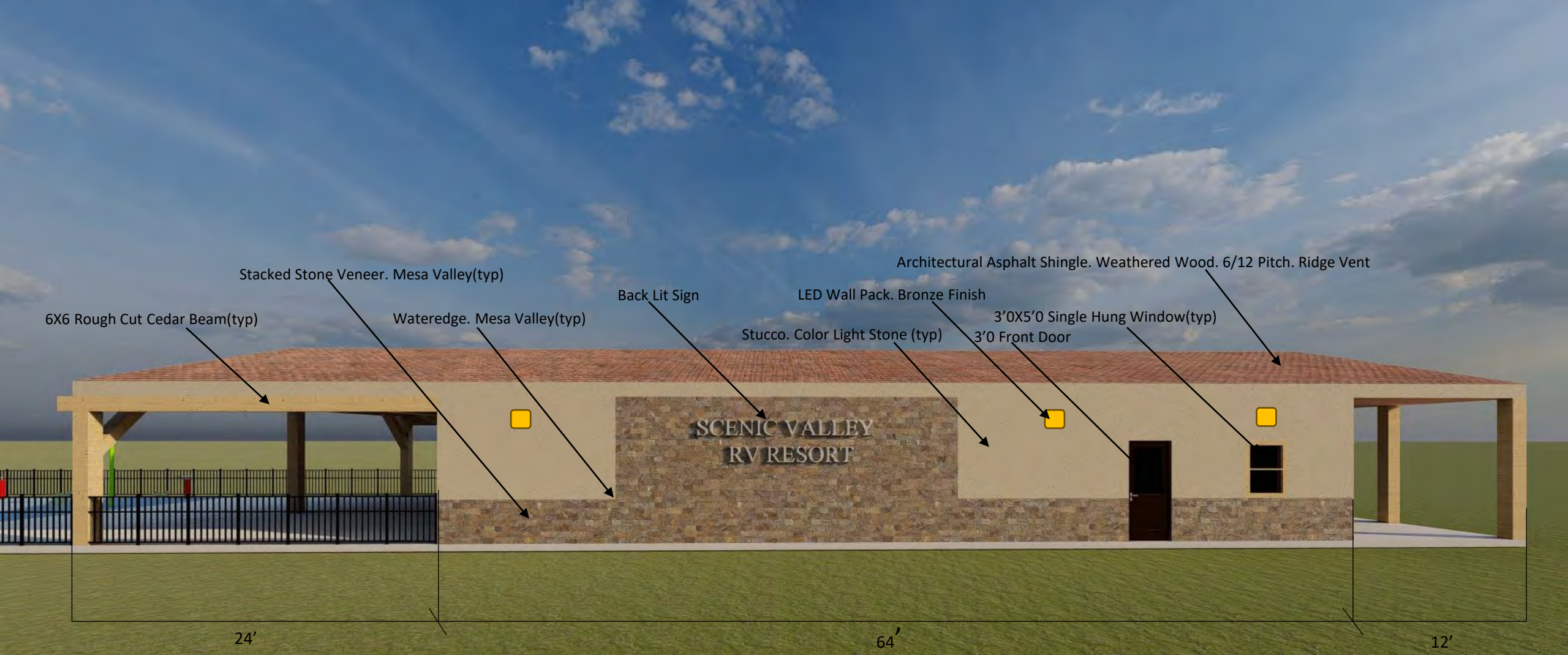
DRAWING NO. 24-107B

DATE MARCH 21, 2024

JOB NO. 24-107

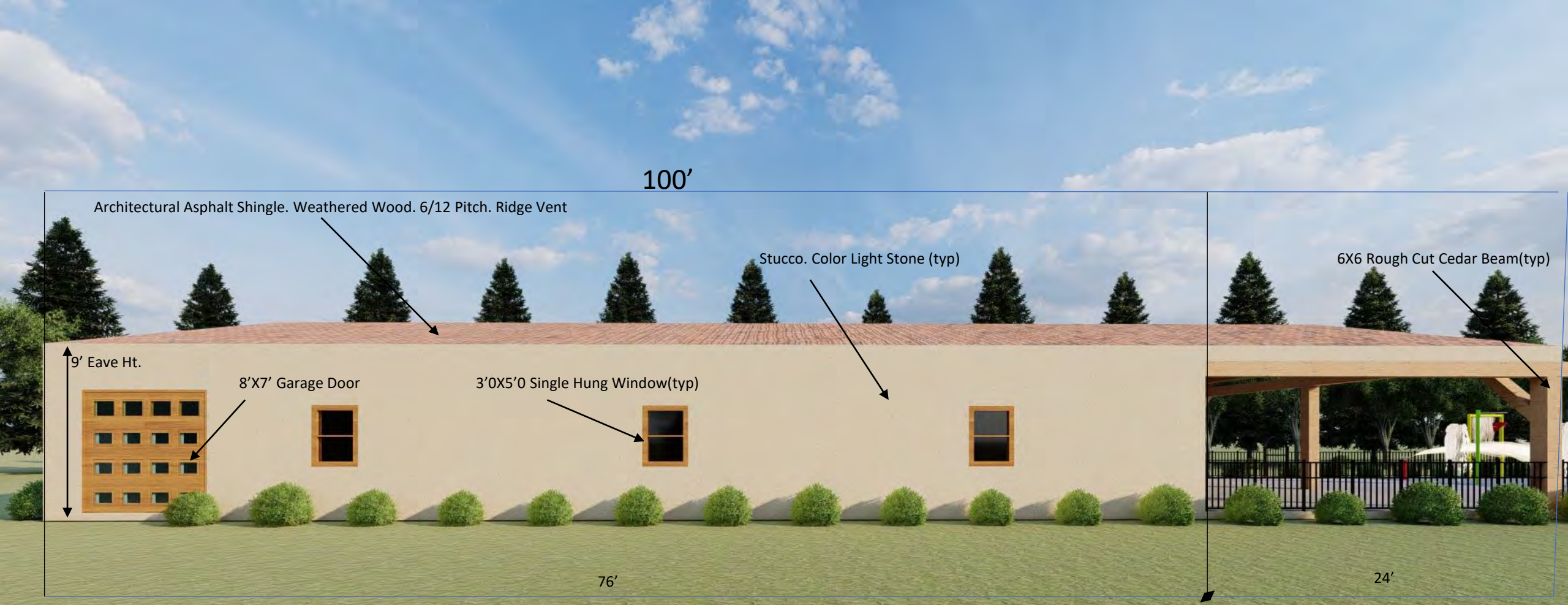
SHEET 1 OF 1

Received
04/12/2024 9:17:35 AM



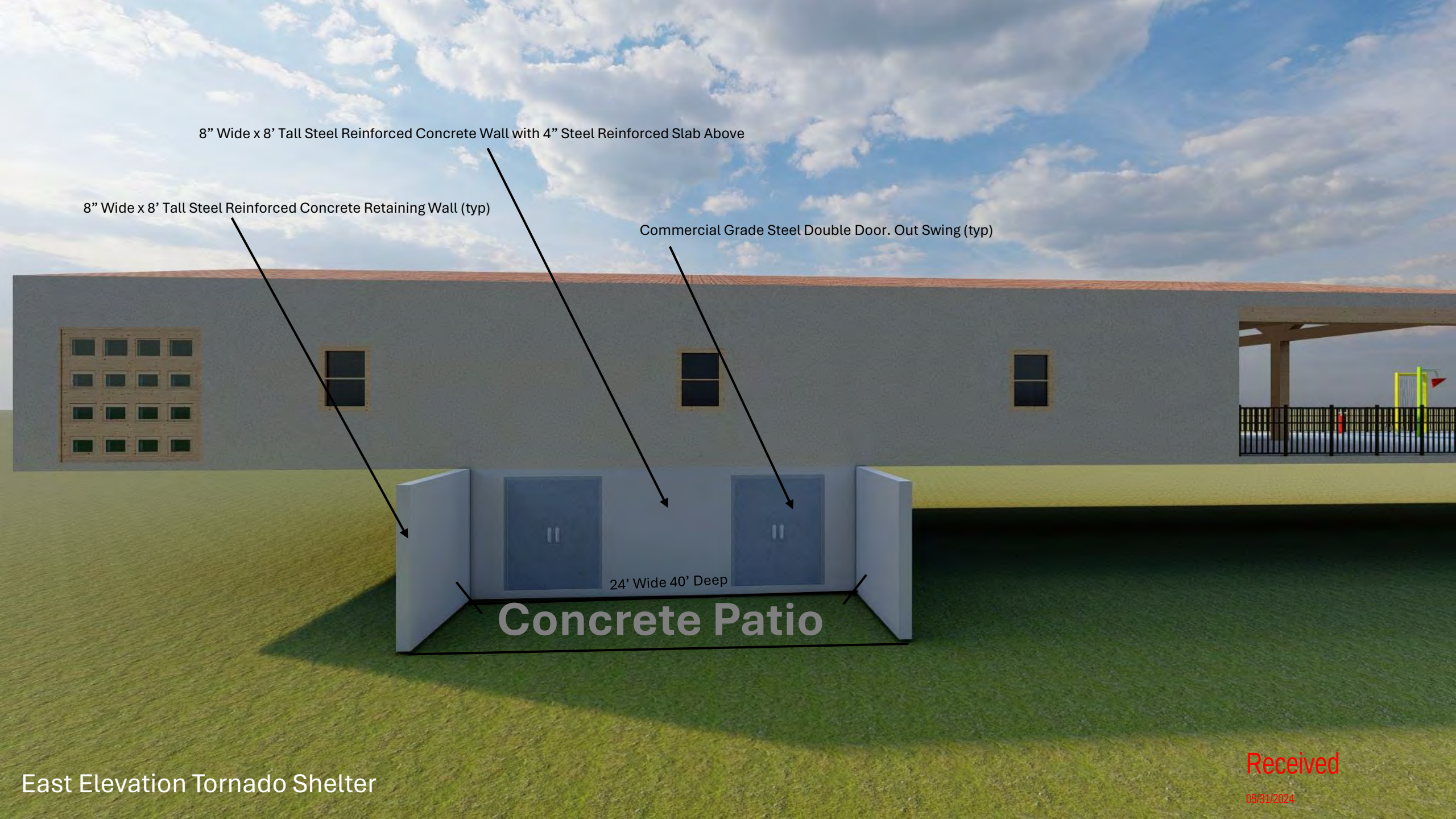
Clubhouse West Elevation

Received
05/31/2024



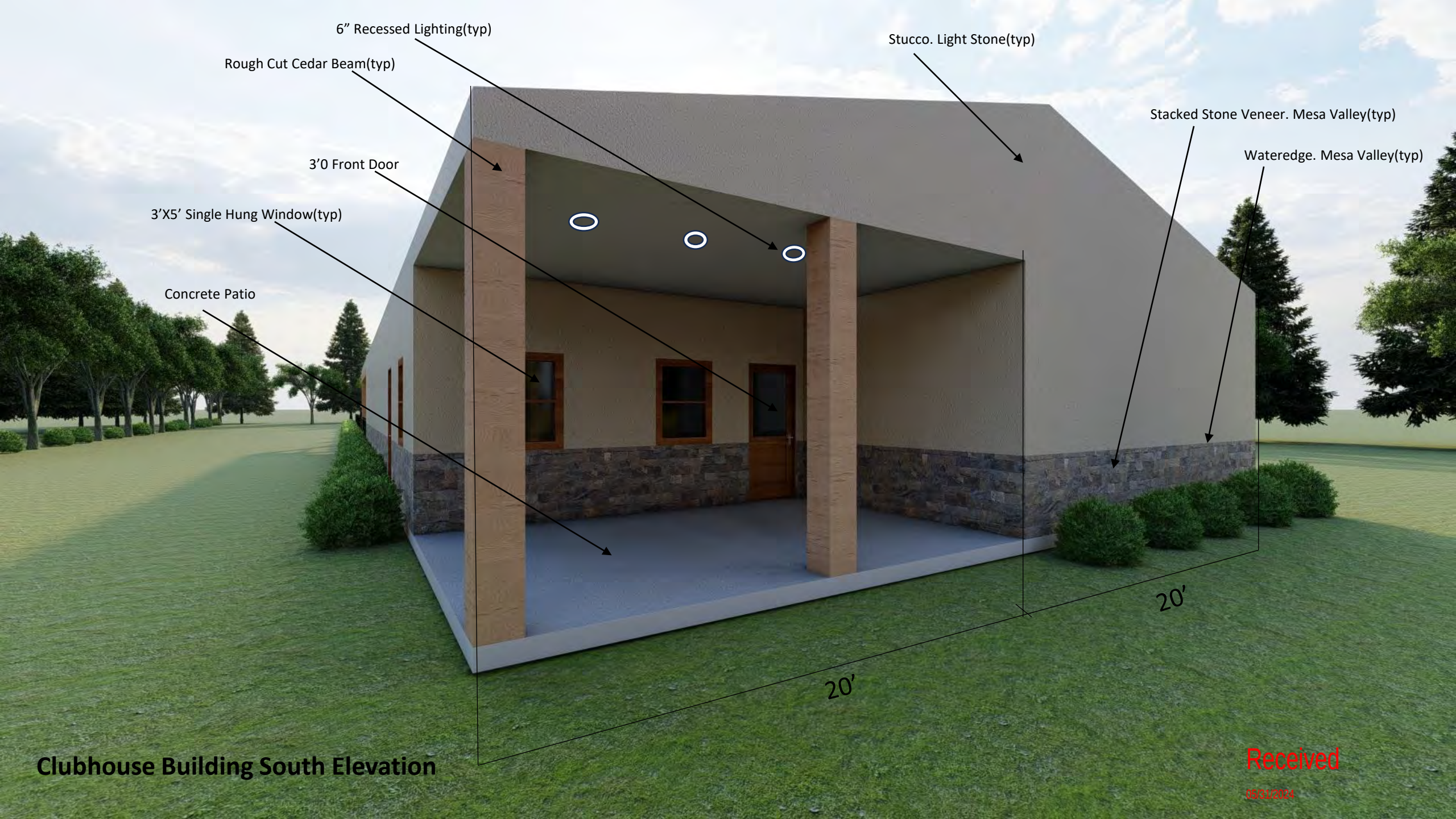
Clubhouse Building East Elevation

Received
05/31/2024



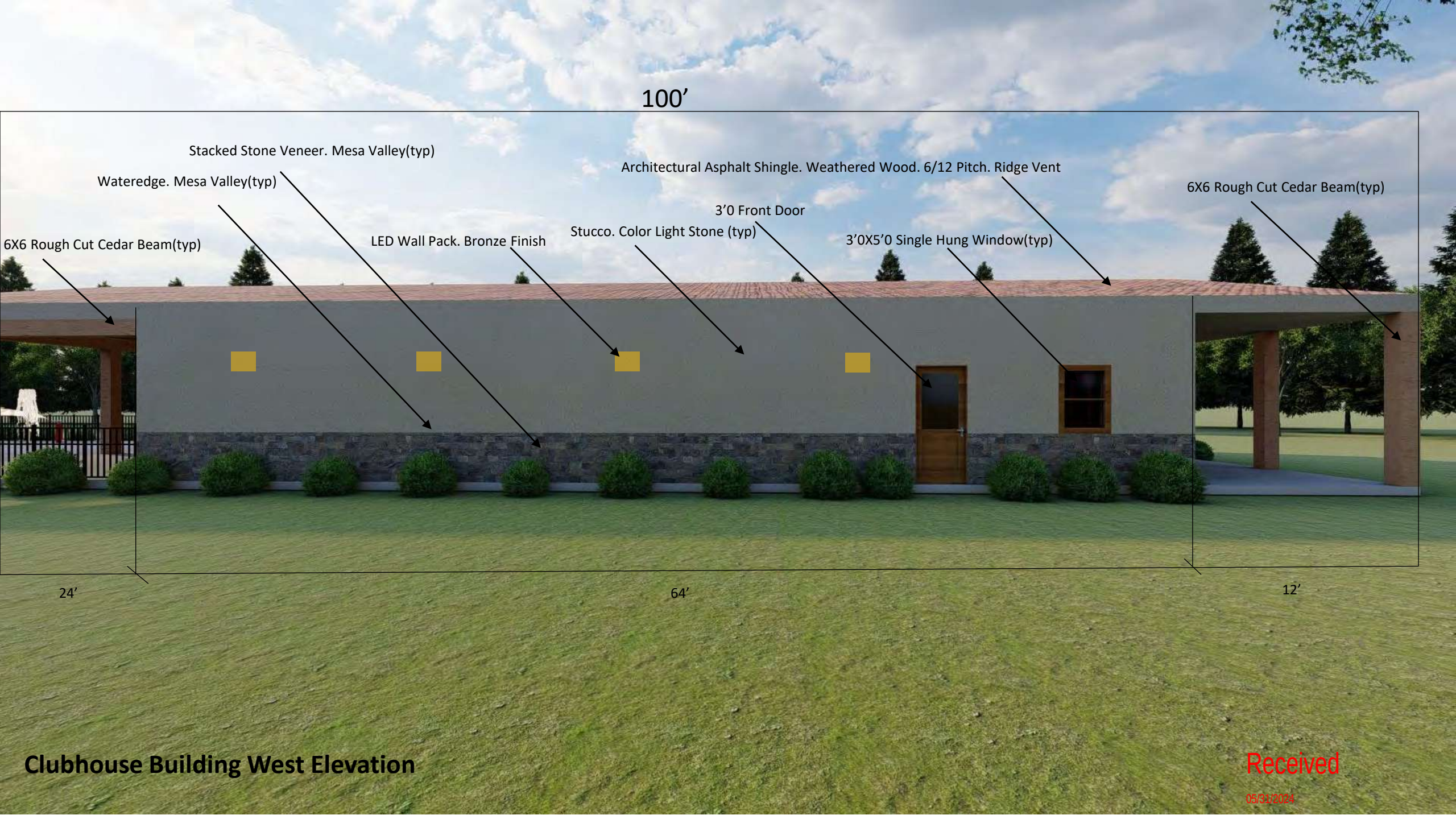
East Elevation Tornado Shelter

Received
05/31/2024



Clubhouse Building South Elevation

Received
05/31/2024



Clubhouse Building West Elevation

Received
05/31/2024



Clubhouse Building North Elevation

Received
05/31/2024

THE EXAMINER

See Proof on Next Page

AFFIDAVIT OF PUBLICATION: #

STATE OF MISSOURI, COUNTY OF JACKSON, SS:

Shalon Hartle

I, Shalon Hartle, of lawful age, being duly sworn upon oath, deposes and says that I am the Authorized Agent of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

May. 25, 2024

Shalon Hartle
Authorized Agent

Leanne Kaufenberg
Notary, State of MN, County of Redwood
Commission expires January 31, 2025

Printer's Fee: $278.12

LEANNE JOY KAUFENBERG
Notary Public
State of Minnesota
My Commission Expires
January 31, 2025

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #3

PUBLIC NOTICE

Rezone | RZ-04-24-9115
Conditional Use Permit | CUP-04-24-9117
General Development Plan | GDP-04-24-9116
Preliminary Plat | 04-24-9118
"Scenic Valley RV Resort"
Parcel #: 38-720-02-01-01-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Chad Risinger of Risinger Development, on behalf of the property owners: Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, to develop approximately 18.47 +/-acres of property located at 29607 NE R.D. Mize Road for a Recreational Vehicle Park. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows:

COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-0 First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, AdamsPoint Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56 feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said NorthwestOne-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber | Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

Published in the Examiner, May 25, 2024

****

PUBLIC NOTICE

Rezone | RZ-04-24-9115
Conditional Use Permit | CUP-04-24-9117
General Development Plan | GDP-04-24-9116
Preliminary Plat | 04-24-9118
"Scenic Valley RV Resort"
Parcel #: 36-720-02-01-01-0-00-000

Notice is hereby given that a public hearing will be held by the Planning Commission of the City of Blue Springs on **Monday, June 10, 2024, at 6:30 p.m.** in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs, MO.

The purpose of this meeting is to hear interested parties and citizens on a request by the applicant, Chad Risinger of Risinger Development, on behalf of the property owners, Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, to develop approximately 18.47 +/-acres of property located at 29607 NE R.D. Mize Road for a Recreational Vehicle Park. Interested parties may view the application materials on file by submitting a request via email to ComDevLegal@bluespringsgov.com or calling (816) 228-0207 for more information. The site is legally described as follows:

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One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

CITY OF BLUE SPRINGS
Planning Commission
By: Dave McCumber | Development Review Manager

The City Council of the City of Blue Springs will also hold a public hearing on the above noted project on **Monday, June 17, 2024, at 6:00 p.m.** in the Council Chamber of the Howard L. Brown Public Safety Facility to consider the application and the recommendation of the Planning Commission.

CITY OF BLUE SPRINGS
City Council

PUBLISH: Saturday, May 25, 2024
E-MAIL TO THE EXAMINER: legals@examiner.net
05/22/24

Greetings!

My name is Chad Risinger. I'm a builder and developer in Grain Valley. I own and operate Eagle Convenient Storage in Grain Valley. I am in the process of buying the gorgeous 18-acre wooded property to the west of your subdivision at 29607 E RD Mize Rd. I want to reach out and include you in on the conversation I'm having with the City of Blue Springs staff about my vision for the property. My plan is to build a high end, luxury RV resort for RV enthusiasts traveling through Jackson County who are looking for a Class A facility to stay in. I will create a beautifully landscaped park and save as many of the trees as possible! There will be sizable tree buffers between neighboring properties to enhance privacy and promote the natural scenery. The roads and parking sites will be fully paved. Premium sites near the clubhouse will be wheelchair accessible and the clubhouse will meet all the ADA requirements. Scenic Valley RV Resort will be a recreational facility and not a residential community. Campground rules and quiet hours will be strictly enforced.

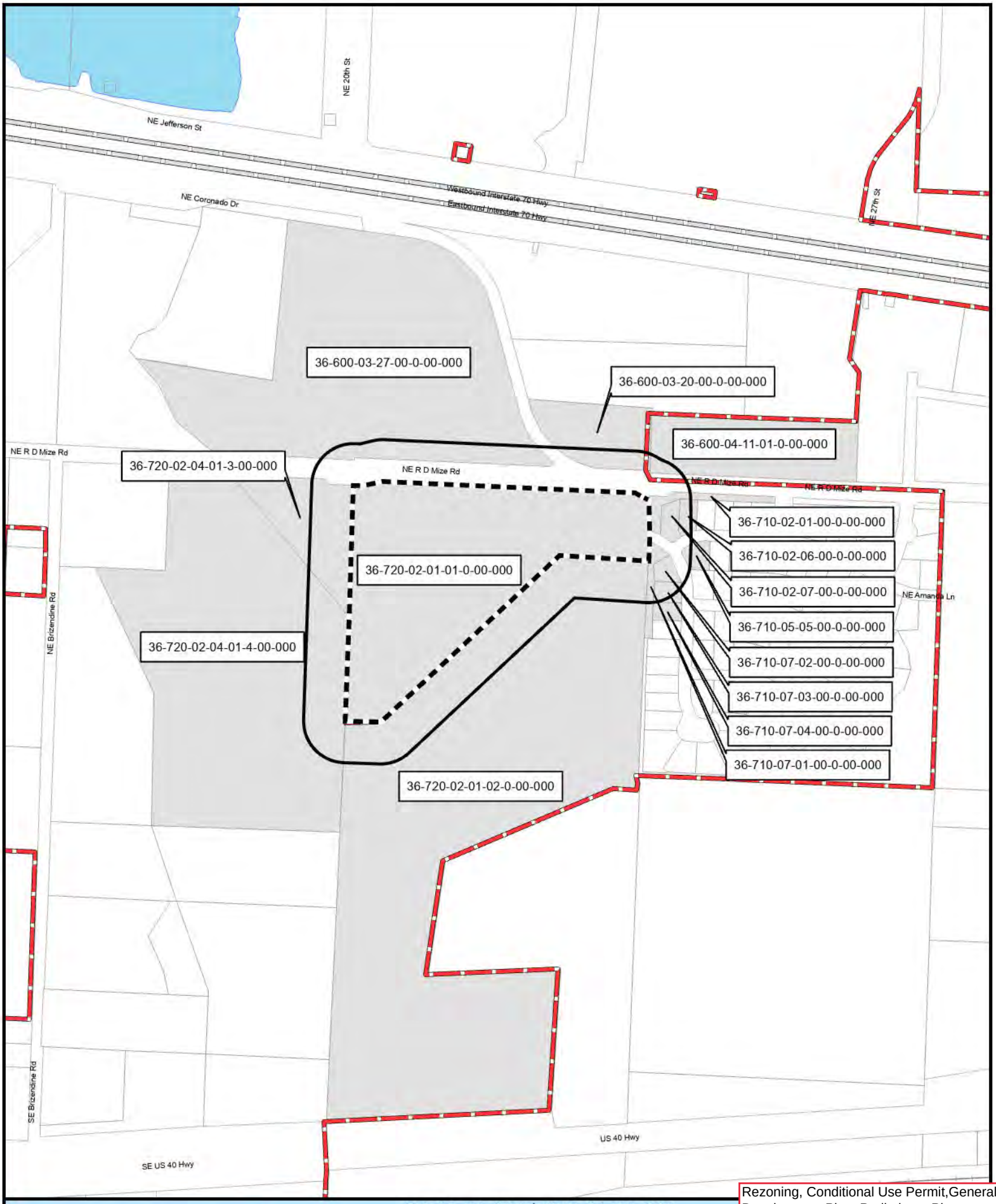
Please join me in the banquet room at the Adam's Dairy Golf Course on Thursday, June 6th 2024 at 6PM. I am genuinely interested in your feedback and input into the process.

Best Regards,

Chad Risinger
goeaglestorage@gmail.com
816-739-4796

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #4

Received
05/29/2024



The City of Blue Springs Missouri

RZ-04-24-9115 | GDP-04-24-9116
CUP-04-24-9117 | PP-04-24-918
PARCEL # 36-720-02-01-0-00-000
185' NOTIFICATION MAP

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #5

Parcel ID	Situs Address	Situs City	Situs State	Situs ZipCode	Owner	Owner Address
36-710-02-06-00-0-00-000	2505 NE AMANDA LN	BLUE SPRINGS	MO	64029	TURNER LORI KAY	2505 NE AMANDA LN BLUE SPRINGS, MO 64029
36-720-02-01-02-0-00-000	PUBLIC OWNED	BLUE SPRINGS	MO	64029	CITY OF BLUE SPRINGS	903 W MAIN ST BLUE SPRINGS, MO 64015
36-710-07-02-00-0-00-000	605 NE GREENVIEW DR	BLUE SPRINGS	MO	64029	GREEN GARY & CHERYL A	605 NE GREENVIEW GRAIN VALLEY, MO 64029
36-710-05-05-00-0-00-000	2500 NE AMANDA LN	BLUE SPRINGS	MO	64029	KRSKA WESTON & MENDOLYN D	2500 NE AMANDA LN BLUE SPRINGS, MO 64029
36-710-07-01-00-0-00-000	701 NE GREENVIEW DR	BLUE SPRINGS	MO	64029	ADAM'S POINTE VILLAGE HOME OWNERS ASSOCIATION INC	1951 NE RICE RD LEES SUMMIT, MO 64064
36-710-07-03-00-0-00-000	601 NE GREENVIEW DR	BLUE SPRINGS	MO	64029	MOYER LAUREN JEAN	601 NE GREENVIEW DR BLUE SPRINGS, MO 64029
36-720-02-04-01-4-00-000	PUBLIC OWNED	BLUE SPRINGS	MO	64014	CITY OF BLUE SPRINGS	903 W MAIN ST BLUE SPRINGS, MO 64015
36-710-07-04-00-0-00-000	515 NE GREENVIEW DR	BLUE SPRINGS	MO	64029	NICAS NICHOLAS A & ANGELA R	515 NE GREENVIEW BLUE SPRINGS, MO 64029
36-720-02-04-01-3-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64029	FLETCHER WILLIAM KEITH-TR	PO BOX 268 BLUE SPRINGS, MO 64013-0268
36-710-02-07-00-0-00-000	2501 NE AMANDA LN	BLUE SPRINGS	MO	64029	WIEGERS SHAWN & KIMBERLY	2501 NE AMANDA LN BLUE SPRINGS, MO 64029
36-720-02-01-01-0-00-000	29607 E R D MIZE RD	UNINCORPORAT	MO	64029	JUDY D SMITH REVOCABLE LIVING TRUST 12-23-1996 | BELLINGTON LARRY D ESTATE	1565 CHAMPIONSHIP BLVD FRANKLIN, TN 37064 | 1101 W MAIN ODESSA, MO 64076
36-600-03-20-00-0-00-000	NO ADDRESS ASSIGNED BY CITY	BLUE SPRINGS	MO	64029	SMITH DAVID D III & JOY A	2315 SW APOSSUM HOLLOW RD BLUE SPRINGS, MO 64015
36-600-04-11-01-0-00-000	1550 E R D MIZE RD	UNINCORPORAT	MO	64029	SMITH-MARTENS INVESTMENTS LLC	1545 NE NEAWANNA DR LEES SUMMIT, MO 64086
36-710-02-01-00-0-00-000	CA RESIDENTIAL	BLUE SPRINGS	MO	64029	ADAM'S POINTE VILLAGE HOME OWNERS ASSOCIATION INC	1951 NE RICE RD LEES SUMMIT, MO 64064
36-600-03-27-00-0-00-000	2298 NE CORONADO DR	BLUE SPRINGS	MO	64029	APOLLO PROPCO LLC	3701 WILSHIRE BLVD STE 820 LOS ANGELES, CA 90010

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #6

Blue Springs, Missouri
Community Development

May 27, 2024

Ref: Public Hearing: Rezone | RZ-04-24-9115
Conditional Use Permit | CUP-04-24-9117
General Development Plan | GDP-04-24-9116
Preliminary Plat | 04-24-9118
"Scenic Valley RV Resort"
Parcel # 36-720-02-01-01-0-00-000

Dear Property Owner:

A Public Hearing will be held by the Planning Commission and the City Council of the City of Blue Springs to receive comments from interested parties and citizens relative to a request by the applicant, Chad Risinger of Risinger Development, on behalf of the property owners, Judy D. Smith, Bruce M. Bellington Trust, and Bellington Larry D. Estate, to develop approximately 18.47 +/-acres of property located at 29607 NE R.D. Mize Road for a Recreational Vehicle Park.

You are receiving this notice because County records indicate you own property within 185 feet of the boundary of the site in question.

Interested parties may view the application materials on file by contacting the Community Development Department via email at ComDevLegal@bluespringsgov.com or at City Hall at 903 W Main Street, Blue Springs, MO.

The hearing will be held in the Council Chambers in the Howard L. Brown Public Safety Building located at 1100 SW Smith Street, Blue Springs on the following dates:

Planning Commission - Monday, June 10, 2024 @ 6:30 p.m.
&
City Council – Monday, June 17, 2024 @ 6:00 p.m.

Your attendance and comments are welcome at these meetings. Questions concerning this matter may be directed to the Community Development Department at 816-228-0207.

Sincerely,

CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT

Dave McCumber
Development Review Manager

Rezoning, Conditional Use Permit,General Development Plan, Preliminary Plat
RZ-04-24-9115;
CUP-04-24-9117;GDP-04-24-9116;
PP-04-24-9118
Scenic Valley RV Resort
Exhibit #7

From: Dave McCumber
To: Traci Brethauer
Subject: FW: Opposition to R.V. Park Development Adjacent to Adams Pointe Village
Date: Monday, June 10, 2024 12:44:08 PM

2nd email

Sincerely,
Dave McCumber
Development Review Manager

City of Blue Springs, MO.
903 W. Main Street
Blue Springs, MO 64015

Office: (816) 220-4538
Email: dmccumber@bluespringsgov.com

https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.bluespringsgov.com%2F&data=05%7C02%7Cthreshaer%40bluespringsgov.com%7Cbe886a3f74154ffb76ca08dc8974ed2e%7Cc3e0b39033b34c5ca84a9ec0130cb272%7C0%7C0%7C638536382483571329%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=pdZ2vHGpqEfc4c%2FbLuKY3PuuAuScIUB98BQL06fUJYa%3D&reserved=0

-----Original Message-----
From: Brett Taylor <bet822@icloud.com>
Sent: Monday, June 10, 2024 8:00 AM
To: Dave McCumber <dmccumber@bluespringsgov.com>
Cc: Brett Taylor <bet822@icloud.com>; Dr. Julie Taylor <writingyou@icloud.com>
Subject: Opposition to R.V. Park Development Adjacent to Adams Pointe Village

[You don't often get email from bet822@icloud.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

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Dear Mr. McCumber,

I hope this message finds you well. My name is Brett Taylor, and my wife and I have been homeowners at the below address and residents of the City of Blue Springs for the past 15 years. We are writing to express our strong opposition to the proposed R.V. park development adjacent to the Adams Pointe Village subdivision.

As a long-standing members of this community, we have witnessed firsthand the growth and improvements that have made Blue Springs a desirable place to live. However, we have serious concerns that the introduction of an R.V. park in such close proximity to our homes will negatively impact our property values and could pose significant security risks to our community. The presence of a transient lodging facility can deter potential homebuyers who seek stable, residential neighborhoods, potentially leading to a decline in property values for all homeowners in the area.

The residents of Adams Pointe Village are consistent and engaged voters who actively participate in city elections and decisions. Our commitment to civic involvement underscores the importance we place on maintaining the quality and integrity of our neighborhood. We trust our elected officials to make decisions that reflect the best interests of their constituents, and we believe allowing this R.V. park development would not align with those interests.

Another significant concern is the potential clientele that the R.V. park might attract. While we understand that not all R.V. park patrons pose a risk, the transient nature of such facilities can lead to an increase in safety and security issues. We worry about the potential for increased noise, traffic, and other disturbances that could disrupt the peace and quiet we currently enjoy in our community.

We urge you and other city officials to consider these points seriously. The introduction of an R.V. park in our neighborhood is not in the best interest of the residents of Adams Pointe Village or the broader Blue Springs community. We respectfully request you oppose the development of this R.V. park and seek alternative locations that would not adversely affect established residential areas.

Thank you for your time and attention to this matter. I look forward to your response and hope that you will consider the concerns of the residents who have made Blue Springs their home for many years. I plan to be in attendance for the meeting on Monday evening and welcome any comments from you during this time as well.

Sincerely,

Dr. Julie and Brett Taylor
2517 NE Amanda Ln
Blue Springs, MO 64029

From: Dave McCumber
To: Tracy Bradshaw
Subject: FW: Public hearing
Date: Monday, June 10, 2024 12:43:56 PM

Can you please add this and the following email to the packet for tonight's PC meeting. You'll need to make the update on the website and notify the Commissioners of the updated packet. Have you done this before? Maybe during the Crossings?

Sincerely,
Dave McCumber
Development Review Manager

City of Blue Springs, MO.
903 W. Main Street
Blue Springs, MO 64015

Office (816) 220-4538
Email dmccumber@bluespringsgov.com

https://gcc02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.bluespringsgov.com%2Fdcdata~05%7C02%7Cbreshearn%40bluespringsgov.com%7C20a29e1cb60441e2e8668fdc8974e4daf%7Cc1e6b39033b34c5ca64a9ee0130cb272%7C0%7C0%7C638536382361980016%7CUnknown%7CTWFpbGZsb3dSeyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=kaYhZU1um84Q72yrGJMMUNq63Ty%2BIdEyn6ha89xqf0U%3D&reserved=0

-----Original Message-----
From: Gary Green <gary8493@swbell.net>
Sent: Sunday, June 9, 2024 6:37 PM
To: Dave McCumber <dmccumber@bluespringsgov.com>
Subject: Public hearing

[You don't often get email from gary8493@swbell.net. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

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Good evening Mr McCumber. My name is Gary Green I live at 605 NE Greenview Dr. I understand that there is a public hearing tomorrow regarding a rezone RZ-04-24-9115. My house would be directly affected by the Rv Resort considering I'd be able to see it from the windows on the back of my house. Actually there's really only 2 houses in here that it would directly affect. I've talked with the developer and he is gonna set a stake where the closes RV would be in conjunction with my house. The tree buffer would be a plus. I'm more concerned about that I heard that the city has plans of multi-family housing if the RV Resort doesn't go. Is there any truth to this? I would be more for the resort than multi family housing. I haven't received any communication about the meeting tomorrow and with obligations I have already I can't make it. With that said would you have time to meet with me tomorrow for a bit?

Gary
816-564-2671
Sent from my iPhone

From:	Dave McCumber
To:	Traci Breshears
Subject:	FW: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117
Date:	Monday, June 10, 2024 1:22:38 PM
Attachments:	image001.png

Add this one too.

Sincerely,
Dave McCumber
Development Review Manager

City of Blue Springs, MO.
903 W. Main Street
Blue Springs, MO 64015

Office (816) 220-4538
Email dmccumber@bluespringsgov.com

www.bluespringsgov.com

From: APV HOA <adamspointevillagehoa@gmail.com>
Sent: Friday, June 7, 2024 12:14 PM
To: Dave McCumber <dmccumber@bluespringsgov.com>
Cc: adamspointevillagehoa@gmail.com
Subject: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117

You don't often get email from adamspointevillagehoa@gmail.com. Learn why this is important

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Mr. McCumber,

Multiple homeowners within Adams Pointe Village have called/emails me about this CUP and I must agree as to the distaste of this development next to a residential community. I've asked each of them to contact the city and to attend the Planning Commission meeting next Monday. Their main concerns are reduced property values, safety and traffic. I can see a lot of individuals missing this turn from NE CORONADO DR and then pulling into our neighborhood to turn around while pulling or driving large RVs.

Do you have a read on the council members appetite for this RV development? I'd like to provide some feedback to the community if possible.

Thank you,

Thomas Lewis
HOA President

From: Fowler, William R LCAP
To: Betty B.
Cc: Erin Ford; Ron Fowler
Subject: RE: Concerns About Scenic Valley RV Resort
Date: Wednesday, June 12, 2024 3:39:45 PM

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Betty & Kris

Thanks for the detailed input and feedback. I will forward this e-mail to our City Clerk for incorporation into the Public Record for this proposal.

Your e-mail should be received by all elected officials. That's a great start to have your concerns understood. Beyond an e-mail, some of the best communication is face to face at the Public Hearing. You may want to share your concerns with all our elected officials.

Best Regards,

Ron

From: Betty B. <bettyb6145@hotmail.com>
Sent: Wednesday, June 12, 2024 1:21 PM
To: clievsay@bluespringsgov.com; jkaylor@bluespringsgov.com; gericson@bluespringsgov.com; kedmondson@bluespringsgov.com; sculpepper@bluespringsgov.com; rfowler@bluespringsgov.com
Cc: kris mcginley <kmcginley2010@gmail.com>; Betty B. <bettyb6145@hotmail.com>
Subject: Concerns About Scenic Valley RV Resort

<< THIS EMAIL ORIGINATED FROM OUTSIDE OF OLIN >>

Mayor and Council -

Hello – my name is Betty Blackmore my husband Kris McGinley and I reside at 2500 NE Wheatley Drive, Blue Springs, in the Adams Pointe Village Subdivision.

We want to share a few of our concerns and questions regarding the proposed RV park that was presented at the Planning Commission meeting on 10 June and is on the agenda for the 17 June City Council Meeting.

Traffic

- The Planning Commission documents state that a Traffic Impact Study is **not** required for the proposed RV park development, based on a traffic memo prepared by a registered Professional Engineer. However, the proposed entrance to the park may pose a safety concern due to its narrow turn and potential for blind corners, especially considering the size of the vehicles that will be entering. We urge you to drive that route (heading north/east down Coronado/R.D. Mize just past the Amazon building) to see the location of the proposed entrance/exit to determine if the proposed location of the entrance/driveway leading into the RV campground meets sight distance and safety standards.
- The busy intersection of Adams Dairy Parkway and Coronado may pose a traffic issue for the proposed RV park, especially at the turn signal to go east from ADP to Coronado. Even during non-busy times, the traffic is backed up to the point that it occasionally spills onto I-70. A couple of RVs in that turn lane could significantly impede traffic in the area.
- For these reasons we ask that the City require a more robust Traffic Impact Study.

Resale Value and Marketability

- The developer states that the proposed RV park would not negatively impact the resale value of homes in the area. We believe that additional information is needed to support this claim. While resale value is a critical factor, marketability is just as important. Specifically, we are concerned about whether potential homebuyers would be interested in purchasing a property located near two RV parks. We recommend conducting further research to assess the marketability of homes in the area and to determine whether the proposed RV park would have any negative impact.

Layout/Policies Proposed by the Developer

- There is only one proposed entrance and exit to the RV park. Is that standard for this type of development and is it in line with fire codes, etc.?
- Extended Stays
    - The developer states that extended stays will be allowed based on a 28-day contract and eligible for 12 extensions (with the caveat that they move to a new space after the 6th extension). This means a guest could stay at the park for up to year.
    - Staff recommended no more than a 30-day stay. How would this be resolved and enforced?
- The Policies & Procedures provided by the developer state: Campers and Motorcoaches Must Be Tip Top in Quality and Appearance.
    - How will this be enforced when campers are able to self-check-in after hours?

Additional Concerns

- **Noise:** RV parks can be noisy, especially if there are generators running, people talking loudly, or late-night parties.
- **Pollution**: RVs can generate air pollution, such as exhaust fumes, which can negatively impact air quality in the neighborhood.
- **Safety concerns**: There may be safety concerns related to having strangers camping in the neighborhood, such as theft, vandalism, or other criminal activity.
- **Littering and waste:** RV parks can generate a lot of waste, which can be unsightly and blow onto neighboring properties.
- **Pests:** RV parks can draw more pests such as mosquitoes, ants, mice, and other insects and rodents because they typically have a large number of RVs parked in close proximity to each other. This can create a hospitable environment for pests to thrive and multiply.

-

- Mike Mallon mentioned at the 10 June Planning Commission Meeting that the City has no prior experience with an RV park. With this being the case, we would like to see further research and analysis, including a more comprehensive Traffic Impact Study and documentation on the marketability and resale value of nearby homes, to determine the feasibility and suitability of this location for an RV park.

Thank you for your consideration,
Betty & Kris

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From: Fowler, William R LCAP
To: APV HOA
Cc: Erin Ford; Ron Fowler
Subject: RE: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117
Date: Wednesday, June 12, 2024 3:36:14 PM
Attachments: image001.png

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Mr. Lewis (HOA President)

Thanks for the input and feedback. It's important for our citizens to be involved. I will forward this e-mail to our City Clerk for incorporation into the Public Record for this proposal.

Beyond an e-mail, some of the best communication is face to face at the Public Hearing. You may want to share your concerns with all our elected officials.

Best Regards,

Ron

From: APV HOA <adamspointevillagehoa@gmail.com>
Sent: Wednesday, June 12, 2024 2:58 PM
To: rfowler@bluespringsgov.com
Subject: FW: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117

<< THIS EMAIL ORIGINATED FROM OUTSIDE OF OLIN >>

Ron,

I'm reaching out on behalf of the Adams Pointe Village homeowners in District 1. We do not approve of the RV park being pushed for this area and feel it will dimmish our property values, increase our low crime rates, bring in additional noise to add to the constant HWY 70 noise, add to the already high traffic and potentially add to traffic within our neighborhood from campers who miss their turn. Another concern is foot traffic through the neighborhood from campers who want to take a walk and follow the existing sidewalk paths.

I don't believe it was brought up at the meeting, but I believe they will have to have dumpsters on site which will eventually develop a foul smell that will travel to our neighborhood. If they have a grey water dump, which I believe I saw on the plans, that will also bring a stench to the

area as well.

A few of us showed up at the planning committee meeting and discussed these issues. What else can we do to ensure this development is not approved.

Sinceraly,

Thomas Lewis
HOA President

From: Dave McCumber <dmccumber@bluespringsgov.com>
Sent: Friday, June 7, 2024 1:35 PM
To: APV HOA <adamspointevillagehoa@gmail.com>
Subject: RE: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117

Mr. Lewis,

Thank you for contacting the Department. As for a read on the Council's position, I really do not know. I have had no communication with Council, which is normal ahead of development hearings, regarding the case. The public is encouraged to attend the meeting and speak in favor or opposition to the proposed development. Let me know if there is anything else I can help with. Take care.

Sincerely,
Dave McCumber
Development Review Manager

City of Blue Springs, MO.
903 W. Main Street
Blue Springs, MO 64015

Office (816) 220-4538
Email dmccumber@bluespringsgov.com

The City of Blue Springs Missouri

www.bluespringsgov.com

From: APV HOA <adamspointevillagehoa@gmail.com>
Sent: Friday, June 7, 2024 12:14 PM
To: Dave McCumber <dmccumber@bluespringsgov.com>

Cc: adamspointevillagehoa@gmail.com
Subject: Public Hearing: Rezone | RZ-04-24-9115 - Conditional Use Permit | CUP-04-24-9117

You don't often get email from adamspointevillagehoa@gmail.com. Learn why this is important

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Do you have a read on the council members appetite for this RV development? I'd like to provide some feedback to the community if possible.

Thank you,

Thomas Lewis
HOA President

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June 13, 2024

City of Blue Springs, Missouri

903 West Main Street

Blue Springs, MO 64015

Chris Lievsay, Mayor

Jerry Kaylor, District 1

Galen Ericson, District 1

Kent Edmondson, District 2

Susan Culpepper, District 3

Ron Fowler, District 3

Greetings:

I an writing this memo with regards to the proposed development of approximately 18.47 +/-acres of property located at 29607 NE R.D. Mize Road, Blue Springs, Missouri for a Recreational Vehicle Park.

I would appreciate the consideration of the following points with respect to this proposed development:

1. **The public needs additional time to evaluate the pros and cons of the development**. My wife Kim and I attended the public hearing held by the Planning Commission of Blue Springs on June 10, 2024. It was painfully obvious that the public, particularly the adjacent homeowners of the Adams Pointe Village subdivision, had very little time to review and digest the available information. In fact, only a select few homeowners were informed of the proposal sometime in late May/early June; Kim and I only found out about it around June 5. Relevant city staff and the developer apparently had multiple months to propose, review, comment, etc. Putting this proposal out to the public with hours or days to review puts the public at an extreme disadvantage when debating and/or evaluating the project.

   The public hearing on June 10, 2024 was just about a one-sided debate as I can imagine. On one side, you had the developer who access to all the facts, all the arguments supporting the development, the preliminary concerns/comments of relevant city staff. On the other side, you had area homeowners who had only very recently seen a hearing notice, a map, some rules of the RV park…and that was about it. To make matters even more challenging, the developer held an informal get-together in early June (a week or less before the public hearing) to discuss the project, which sounds helpful and thoughtful. <u>But whether he intended it or not, it was a brilliant</u>

strategic move to gather information from those opposed to the project, extract their explicit concerns, and then have time to provide counter-arguments during the public hearing session on June 10. The public did not have time (nor was prepared for) to respond to his counter-arguments—I do not think the planning commission even asked if the public had a response to the developer's arguments, or would have even allowed it (not sure about the process). For example, the developer made counter arguments that included his response to noise concerns and property value concerns. For the former, he was basically making the argument that since noise already exists in the area, additional noise was not significant. Kind of like saying that if I'm 20 pounds overweight, if I gained an additional 10 pounds it would be inconsequential. He also showed a slide of an RV development near a residential area in Springfield, Missouri, and pointed out property values in the $300-400K range. With no further context. But what if the property values were in the $400-500K range pre-RV park? Apparently, he was suggesting an RV park near your neighborhood would mean that you would have a home that would at least be worth $300-400K, which is not exactly good news to homeowners who have been buying homes in the $600,000s.

2. **All this being said, Kim and I do not have a definitive stance on this proposal at this time**. We have done some preliminary research, trying to get a handle on what this means for the surrounding community. One helpful study, available here (https://ceds.org/rvpark), attempts to unravel some of the issues around the somewhat unusual challenges of RV parks that are located in or adjacent to residential neighborhoods. The study is subtitled "***Getting the benefits of recreational vehicle (RV) parks and campgrounds without harming nearby neighborhoods***." As a starting point, in 2021 this organization mailed a letter to folks living near a dozen existing RV parks-campgrounds in North Carolina, asking for responses to a variety of questions.

   Responses were received from folks living near 3 of the 12 RV parks. Those living near two of the three RV parks felt they provided an important service and reported no negative effects. In fact, one neighbor noted that they enjoyed the trails and other amenities the RV park-campground allowed area residents to use.

   Those living near the other facility reported the following negative effects they attributed to the RV park-campground:

   - Excessive noise,
   - Glare from lighting,
   - Odors (smoke)
   - Traffic issues, and
   - Litter-trash.

   The study includes what to me is an odd conclusion: "*Based on this limited survey, it would appear unlikely that a proposed RV park-campground will interfere with the quality of life enjoyed by nearby residents.*" It would seem to me that the fact that 1 out of those 3 neighborhoods reported negative effects would suggest **that about a third of nearby residents would experience negative effects**. Actually, the number in this limited study might be that 2

out of 3 neighborhoods reported negative effects, if not for a concession that the RV park owner made to one of the neighborhoods (see 3.b.ii below).

The study does include what they call "safeguards" that would likely increase the chance that an RV park-campground would be a good neighbor:

- *Reasonable separation distances between RV and tent sites and existing homes,*
- *Good visual buffering like that described in the CEDS webpage Scenic Views & Land Development: Preserving Views from Your home & Other Favorite Places: https://ceds.org/view/,*
- *Employing well-shielded lighting conforming to International Dark-Sky Association standards: https://www.darksky.org/our-work/lighting/lighting-for-citizens/led-guide/.*
- *Quiet times that are strictly enforced and prohibitions on vehicles entering-exiting during quiet times,*
- *Guiding new RV parks-campgrounds to sites where roads are adequate to handle anticipated peak traffic volume, and*
- *Allowing area residents to enjoy RV park-campground amenities.*

3. **Our request**:

   a. **Allow for an additional 30-60 days of public review and comment**, with a possible additional public hearing after that. Federal government hearings/reviews/etc. allow for at least a 30-day public comment period. Get the word out not only to Adams Pointe Village residents, but residents within a mile or so of the proposed RV park. I do not know that your process allows for this, but as one of the city managers stated on June 10: Blue Springs has not evaluated a proposal like this, ever. It would seem that an extraordinary event would open the door for processes that are not strictly by-the-book.

   b. **Transparency.** There is a rumor that the city has also considered multi-family dwellings on this property. Is this a possibility? Are there other uses that the city has considered for this property?

   c. **And if the project goes forward**:
      i. **Tighten up the 5-year "review-of-the-RV-Park" process, and make it recurring every 5 years**. This is extremely important. City staff comments were a bit vague on this, i.e., a 5-year review followed by, well, an undetermined review after that. It would seem much more important to be thinking about how this place would be operating 10, 20, 30 years from now, not just 5 years. I would include stipulations that homeowners of the adjacent subdivision of Adams Pointe Village would be allowed access to the property during these reviews to see how

things were going. Comments could be submitted to the city, responses to those comments (as well as comments from city staff) could be made by the developer, and the city (I assume) would have to adjudicate which comments needed to be followed up on. As an aside, allowing nearby residents the opportunity to access the property (with presumed informal discussions with the owner) could help foster a spirit of cooperation between the parties, as opposed to contentiousness.

This may seem overly onerous, but the developer is marketing this as a "luxury" RV park (Incidentally, I don't think there is such a thing. For example, granite-top picnic tables? 400-count linen sheets? As a long-time camper/RV-er, it sounds like marketing to me. And he was not clear on tent camping). What I think he means is something along the lines of that the upkeep will be fantastic, magnificent, luxurious. Beautifully manicured grass, trees, garden areas. Pristine clubhouse. **So, I think the basic standard of 5-year reviews would be evaluating the "luxury" upkeep of the place**. It seems vital to memorialize how this review process will look years into the future, as the discussions we are having right now will be forgotten soon.

ii. **To quote directly from the study referenced previously, "*Allow area residents to enjoy RV park-campground amenities*."** While the authors are not clear, the study makes a possible implication that one of the "positive" reviews of these situations was significantly enhanced by this concession of the RV park owner. I don't know that it would make a huge difference for this particular situation, as I don't know that Adams Pointe Village subdivision residents would be interested in a small dog park or splash area or related amenities the developer is proposing. But there might be some areas to walk or hike on that beautiful property that those residents would enjoy, and would add some goodwill to this proposal.

Thank you for the consideration.

David P. Williams

2512 NE Crestview Street

Blue Springs, MO 64029

From: Jerry Kaylor
To: alice robinson; City Clerk
Subject: Re: RV park and APV residents
Date: Thursday, June 13, 2024 3:41:34 PM

Thank you for your email with concerns I have forwarded this to the city clerk to be on record .

Jerry Kaylor
Councilman District 1
City Of Blue Springs
816-560-5557 (cell)
jkaylor@bluespringsgov.com

On Jun 13, 2024, at 2:28 PM, alice robinson <acrtpr@att.net> wrote:

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I would appreciate confirmation this has been received. Thank you

On Tuesday, June 11, 2024 at 03:12:07 PM CDT, alice robinson <acrtpr@att.net> wrote:

----- Forwarded Message -----
From: alice robinson <acrtpr@att.net>
To: gericson@bluespringsgov.com <gericson@bluespringsgov.com>
Sent: Tuesday, June 11, 2024 at 03:09:02 PM CDT
Subject: RV park and APV residents

Dear Mr.Kaylor
I am writing you with concerns over the proposed “Luxury” RV park to be located adjacent to our lovely neighborhood.
After attending both the meeting with the developer and the City Planning Committee I have more questions and concerns that have not been answered or barely addressed at the meetings. Below is my list of concerns.

* How will this RV park effect the value of our property in the future
* how will the City enforce/manage the RV park special provisions, example Extended Stay exceptions,
* What would the city legally be able to do if/when this “luxury” RV park becomes less than luxury 2-5-10 years down the road
* the proposed entry to the park is located at a challenging curve (many crossover accidents and near misses have occurred here
* the proposed entry would be nearly impossible to access and maneuver if coming East bound from Adams Dairy add in the Amazon trucks and additional traffic on this curve.
* no traffic survey has been done to establish impact and safety related to current flow and an additional 120 camp sites as well as the 55+ adult complex that will be completed in the near future. Traffic off Adams Dairy heading East is already a huge challenge with semis, Amazon and heavy traffic attempting to access this area.
* being a camper for years I also have concerns as to how our quality of life will be effected by the everyday activities that go along with camping; camp site fires, late night music, partying, etc.

Personally I love Chads idea and would love to see his vision become reality but just not next door to APV.
This truly is an uncharted venture, a test of how this whole vision may play out over time and I am just not willing to be part of this unknown when our home and future will be at stake.

Thank you for your time and consideration.
Alice Robinson
2501 NE Wheatley Dr
Blue Springs, Mo 64029

I have forward this to the city clerk for the record

Jerry Kaylor
Councilman District 1
City Of Blue Springs
816-560-5557 (cell)
jkaylor@bluespringsgov.com

On Jun 14, 2024, at 9:37 AM, Kim <kimwiegers20@yahoo.com> wrote:

You don't often get email from kimwiegers20@yahoo.com. Learn why this is important

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

2501 NE Amanda Lane
We are 185 feet from the line.

Thanks
Kim
Sent from my iPhone

On Jun 13, 2024, at 9:57 PM, Jerry Kaylor <jkaylor@bluespringsgov.com> wrote:

Thanks for the email what's your address

Jerry Kaylor
Councilman District 1
City Of Blue Springs
816-560-5557 (cell)
jkaylor@bluespringsgov.com

On Jun 13, 2024, at 9:31 PM, Kim <kimwiegers20@yahoo.com> wrote:

You don't often get email from kimwiegers20@yahoo.com. Learn why this is important

[CAUTION - EXTERNAL EMAIL] This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe. Contact your IT Department when in doubt.

Sent from my iPhone

Begin forwarded message:

From: Kim <kimwiegers20@yahoo.com>
Date: June 13, 2024 at 9:29:39 PM CDT
To: jkaylor@bluespringsgov.com
Subject: Fwd: Opposition to RV Park Development

Sent from my iPhone

Begin forwarded message:

From: Kim <kimwiegers20@yahoo.com>
Date: June 13, 2024 at 8:08:32 PM CDT
To: gericson@bluespringsgov.com
Subject: Fwd: Opposition to RV Park Development

Sent from my iPhone

Begin

As a long-standing member of this community, I have witnessed firsthand the growth and improvements that have made Blue Springs a desirable place to live. However, I have serious concerns that the introduction of an R.V. park in such close proximity to our homes will negatively impact our property values and could pose significant security risks to our

community. The presence of a transient lodging facility can deter potential homebuyers who seek stable, residential neighborhoods, potentially leading to a decline in property values for all homeowners in the area.

The residents of Adams Pointe Village are consistent and engaged voters who actively participate in city elections and decisions. Our commitment to civic involvement underscores the importance we place on maintaining the quality and integrity of our neighborhood. We trust our elected officials to make decisions that reflect the best interests of their constituents, and we believe allowing this R.V. park development would not align with those interests.

Another significant concern is the potential clientele that the R.V. park might attract. While we understand that not all R.V. park patrons pose a risk, the transient nature of such facilities can lead to an increase in safety and security issues. We worry about the potential for increased noise, traffic, and other disturbances that could disrupt the peace and quiet we currently enjoy in our community.

I urge you and other city officials to consider these points seriously. The introduction of an R.V. park in our neighborhood is not in the best interest of the residents of Adams Pointe Village or the broader Blue Springs community. I respectfully request that you oppose the development of this R.V. park and seek alternative locations that would not adversely affect established residential areas.

Thank you for your time and attention to this matter. I look forward to your response and hope that you will consider the concerns of the residents who have made Blue Springs their home for many years.

Sincerely,
Kim wiegers

On Jun 7, 2024, at 2:04 PM, JAMES BROWN <jebbsmo@hotmail.com> wrote:

From: APV HOA <adamspointevillagehoa@gmail.com>
Sent: Friday, June 7, 2024 11:47 AM
To: David Williams <Shavus@comcast.net>; James Brown <jebbsmo@hotmail.com>; Jamie Titus <jamie.titus13@gmail.com>; Judith Porter <jporter14@comcast.net>; Kim Williams <kwilliams86@comcast.net>; Kimberly Wiegers <kimwiegers20@yahoo.com>; Lily Skots <Skotslily@gmail.com>; Randy Porter <rporter14@comcast.net>; Tim titus <tim.titus13@gmail.com>
Subject: Opposition to RV Park Development

Dear HOA Members,

Please review the attached Letter from me to all HOA members. Unfortunately, I only have 9 of your email addresses. Please make an effort to discuss with your neighbors and let me know if you have any questions.

Thank you,

Thomas Lewis
HOA President

<APV HOA Letter Of Opposition_CUP-04-24-9116.pdf>

Introduced by Councilmember _____ BILL NO. 5224
(RZ-04-24-9115)

ORDINANCE NO. _____

AN ORDINANCE APPROVING A REZONING FOR A PROPERTY LOCATED A 29607 E. R.D. MIZE ROAD, WHICH CONTAINS 18.47 +/- ACRES, FROM "AG-C" (AGRICULTURE – COUINTY) TO "LI" (LIGHT INDUSTRIAL) FOR "SCENIC VALLEY RV RESORT," A RECREATIONAL VEHICLE PARK, GENERALLY LOCATED SOUTH OF THE AMAZON DISTRIBUTION CENTER, NORTH AND EAST OF THE ADAMS POINTE GOLF CLUB, AND WEST OF THE ADAMS POINTE VILLAGE SUBDIVISION

WHEREAS, proper application having been made for Rezoning of property hereinafter described; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held June 10, 2024, which Commission, after said hearing, recommended that the application for rezoning be approved; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the change of zoning was appropriate at the location herein described.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. That following described tract of real estate is hereby rezoned from "AG-C" (Agriculture – County) to "LI" (Light Industrial). The site is legally described as:

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows: COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-O First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, Adams Point Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56 feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87

degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres, more or less.

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.

2. The decision on the rezoning application shall be rescinded if the associated Conditional Use Permit (CUP-04-24-9117) is not approved.

Section 2. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this ordinance, as determined by the City Clerk may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

Section 3. This ordinance shall be in full force and effect from and after its passage and approval by the Mayor of Blue Springs.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

Introduced by Councilmember _____ BILL NO. 5225
(GDP-04-24-9116) ORDINANCE NO. _____

AN ORDINANCE APPROVING THE GENERAL DEVELOPMENT PLAN FOR SCENIC VALLEY RV RESORT LOCATED AT 29607 E. R.D. MIZE ROAD, IN BLUE SPRINGS, JACKSON COUNTY, MISSOURI

WHEREAS, proper application having been made to approve a General Development Plan (GDP) for property hereinafter described; and

WHEREAS, after review of the General Development Plan with respect to such issues as zoning, land use, impact to surrounding areas, adequacy of facilities and services, and compliance with development regulations to achievement quality development, in which it has been determined that the application has met; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held on June 10, 2024, which the Commission, after said hearing, recommended that the application for the General Development Plan be approved; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the application was appropriate at the location herein described; and

WHEREAS, the City of Blue Springs, Missouri has determined that the General Development Plan is appropriate at this location.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The following described tract of real estate is hereby declared subject to the General Development Plan for Scenic Valley RV Resort. The site is legally described as:

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows: COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-O First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, Adams Point Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56 feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest

One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

Section 2. No land covered within this General Development Plan, or contained within the area described by Section 1 of this Ordinance, may be developed except in compliance with the General Development Plan approved herein by the City of Blue Springs or hereinafter revised, and the requirements of said General Development Plan shall include any staff recommendations contained in the staff report and presented to the Planning Commission at its June10, 2024 meeting and to the City Council at its June 17, 2024 meeting, and approved by the City Council as conditions of development passage by this Ordinance and of this General Development Plan, and shall be deemed to include those conditions in addition to those contained in the UDC and in documents and drawings submitted to the Planning Commission and City Council and approved hereby, including the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC.

Section 3. The base zoning district standards and other applicable regulations of the Unified Development Code shall control development within the General Development Plan except those regulations that are modified and allowed under either the General Development Plan and/or the applicable Alternative Development Standards process.

Section 4. A Site Plan Design Review shall be submitted and approved prior to the issuance of any building permits within the General Development Plan area. Approval of the Site Plan Design Review shall only be granted if it is in substantial compliance with the approved General Development Plan.

Section 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this ordinance, as determined by the City Clerk may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

Section 6. This ordinance shall be in full force and effect from and after its passage and approval by the Mayor of Blue Springs.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

Introduced by Councilmember _____ BILL NO. 5226
(CUP-04-24-9117)

ORDINANCE NO. _____

AN ORDINANCE APPROVING A CONDITIONAL USE PERMIT TO ALLOW THE "RECREATIONAL VECHICLE PARK" LAND USE IN THE "LI" LIGHT INDUSTRIAL ZONING DISTRICT LOCATED AT 29607 E. R.D. MIZE ROAD IN BLUE SPRINGS, JACKSON COUNTY, MISSOURI FOR SCENIC VALLEY RV RESORT

WHEREAS, proper application having been made to approve a Conditional Use Permit (CUP) for property hereinafter described; and

WHEREAS, after review of the Conditional Use Permit with respect to such issues as zoning, land use, impact to surrounding areas, adequacy of facilities and services, and compliance with development regulations to achievement quality development, in which it has been determined that the application has met; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, said application was referred to the Planning Commission for report and recommendation, and a public hearing was held on June 10, 2024, which Commission, after said hearing, recommended that the application for the Conditional Use Permit be approved; and

WHEREAS, thereafter a public hearing was held by City Council on June 17, 2024; and

WHEREAS, in accordance with Title IV, Unified Development Code of the Municipal Code of the City of Blue Springs, Missouri, it was determined that the application was appropriate at the location herein described; and

WHEREAS, the City of Blue Springs, Missouri has determined that the Conditional Use Permit is appropriate at this location and be approved; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. The following described tract of real estate is hereby declared subject to the Conditional Use Permit approved by this Ordinance. The site is legally described as:

All that part of the Northeast One-Quarter of the Northwest One-Quarter of Section 33, Township 49 North, Range 30 West, Jackson County, Missouri, being more particularly described as follows: COMMENCING at the Northeast corner of the Northwest One-Quarter of said Section 33; thence South 02 degrees 04 minutes 51 seconds West along the East line of the Northwest One-Quarter of said Section 33 a distance of 80.00 feet to a point, said point being the Northwest corner of Adams Point Village PR-O First Plat, a subdivision of land in Blue Springs, Jackson County, Missouri, said point also being THE POINT OF BEGINNING; thence South 02 degrees 04 minutes 51 seconds West continuing along said East line and the West line of said Plat, Adams Point Village PR-O, a distance of 280.01 feet to a point; thence North 87 degrees 31 minutes 21 seconds West a distance of 400.01 feet to a point; thence South 46 degrees 12 minutes 37 seconds West a distance of 1079.56

feet to a point; thence North 87 degrees 28 minutes 29 seconds West a distance of 160.00 feet to a point on the West line of the Northeast One-Quarter of the Northwest One-Quarter of said Section 33; thence North 02 degrees 07 minutes 08 seconds East along the said West line of Northeast One-Quarter of the Northwest One-Quarter a distance of 1059.95 feet to a point 80 feet South of the North line of the Northwest One-Quarter of said Section 33 and being on the South right-of-way line of R D Mize Road as now established; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 49.91 feet to a point; thence continuing along said South right-of-way North 77 degrees 28 minutes 36 seconds East a distance of 77.27 feet to a point 60 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 195.00 feet to a point; thence continuing along said South right-of-way South 70 degrees 49 minutes 22 seconds East a distance of 52.20 feet to a point 75 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 225.00 feet to a point; thence continuing along said South right-of-way North 88 degrees 39 minutes 49 seconds East a distance of 300.67 feet to a point 55 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 325.00 feet to a point; thence continuing along said South right-of-way South 60 degrees 57 minutes 32 seconds East a distance of 55.90 feet to a point 80 feet South of the North line of said Northwest One-Quarter; thence continuing along said South right-of-way South 87 degrees 31 minutes 21 seconds East a distance of 41.45 feet to the point of beginning. Containing 804,536 square feet or 18.47 acres more or less.

Section 2. The land covered within this Conditional Use Permit and contained within the area described by Section 1 of this Ordinance, may be used in compliance with the Conditional Use Permit approved herein by the City of Blue Springs or hereinafter revised, and the requirements of said Conditional Use Permit shall include any staff recommendations contained in the staff report and presented to the Planning Commission at its June 10, 2024, meeting and to the City Council at its June 17, 2024, meeting, and approved by the City Council as conditions of passage by this Ordinance and of this Conditional Use Permit, and shall be deemed to include those conditions in addition to those contained in the UDC and in documents and drawings submitted to the Planning Commission and City Council and approved hereby, including the following conditions:

1. Approval by the City Council based on the representations of any drawings presented as part of this application does not waive any requirement or development standard contained in the UDC unless modified under the General Development Plan.

2. The Conditional Use Permit Shall only be good for a period of five (5) years, at which time a new application may be submitted for an indefinite or specified period of time.

3. No camper shall be allowed to stay more than 30 consecutive days at the resort. When requested by the City, the resort ownership/management shall provide adequate information to confirm the following:
    a. The name and address of each occupant.
    b. Date of arrival and departure.
    c. Mobile home or recreational vehicle make, model, year of model, serial number of unit and seal demonstrating code compliance.
    d. License number of unit and state issuing such license.

4. There shall be no outside storage of personal items, including underneath a Recreational Vehicle unless properly screened with skirting.

5. There shall be no accessory buildings or structures at campsites.

6. There shall be no more than one (1) additional vehicle allowed at a campsite besides the Recreational Vehicle. All vehicles parked at a site shall be operable and owned by the individual registered with the park.

Section 3. Any other use(s) on the property described by Section 1 of this Ordinance shall be governed by the base zoning district standards and other applicable regulations of the Unified Development Code.

Section 4. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do not affect the intent of this Ordinance, as determined by the City Clerk may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

CITY OF BLUE SPRINGS
CITY COUNCIL INFORMATION FORM

DATE SUBMITTED: May 28, 2024

SUBMITTED BY: Mike Mallon **DEPARTMENT: Community Development**

☒ Ordinance	☐ Resolution	☐ Presentation	☐ Public Hearing
☐ Contract	☐ Discussion	☐ Economic Dev.	☐ Other

ISSUE/REQUEST

Passage of a Bill declaring as surplus City-owned real property located at the northeast corner of Adams Dairy Parkway and SE Shamrock Lane, south of the City's water, and authorizing the City Administrator to sign a deed transferring the property to Central Jackson County Fire Protection District (CFCFPD).

BACKGROUND/JUSTIFICATION

The City is the owner of real property upon which the City's water tower and CJCFPD Fire Station #5 are located, generally at the northeast corner of Adams Dairy Parkway and SE Shamrock Lane. CJCFPD desires to own the land upon which the fire station is located. On February 21, 2024, the City Council approved the CJCFPD #5 Plat by Ordinance No. 5309 that formally subdivided the City's property into Lot 1 (City water tower) and Lot 2 (Fire Station #5) so that the property could be conveyed to CJCFPD. See Plat attached.

Under Section 115.165 of the City Code, to sell City-owned land, the City must declare real property to be surplus. Per Section 115.165.E a competitive bid process is not required if the City determines that the use of the property is limited to public purposes specified by the Council and when the City Council determines that it is in the public interest to sell, trade or lease the property to a particular person or entity. Staff recommends that under these provisions, a competitive bid process is not appropriate as the land will be used for the continued public use of CJCFPD for Fire Station #5.

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
June 17, 2024	N/A

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	N/A

ECONOMIC DEVELOPMENT PROJECT

N/A

LIST OF REFERENCE DOCUMENTS ATTACHED

1. CJCFPD #5 Subdivision Plat
2. Bill with Quit Claim Deed attached as Exhibit A.

REVIEWED BY:

Requesting Director: ***Mike Mallon***	Budget: ***N/A***
Legal: ***John Mullane***	City Administrator: ***Christine Cates***

2024E0017787

Filed for Record this day of
March 22, 2024
At 11 o'clock 06 Minutes AM
Recorded in Book I 216 At Page 89
Instrument Number 2024E0017787
Director Recorder of Deeds
By C Wakefield
Deputy .
Recorder's Fee $ 66.00

FINAL PLAT OF
CJCFPD #5
NW 1/4, SEC 8 - T48N. - R30W.
BLUE SPRINGS, JACKSON COUNTY, MISSOURI

PROPERTY DESCRIPTION:

ALL THAT PART OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 48, RANGE 30, BLUE SPRINGS JACKSON COUNTY, MISSOURI, MORE PARTICULARLY DESCRIBED AS FOLLOWS: COMMENCING AT THE NORTHEAST CORNER OF THE SAID NORTHWEST QUARTER; THENCE SOUTH 01 DEGREES 59 MINUTES 35 SECONDS WEST ALONG THE EAST LINE OF SAID NORTHWEST QUARTER, 631.83 FEET; THENCE NORTH 88 DEGREES 15 MINUTES 04 SECONDS WEST, 862.29 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 01 DEGREES 44 MINUTES 56 SECONDS WEST, 400.00 FEET; THENCE NORTH 88 DEGREES 05 MINUTES 04 SECONDS WEST (NORTH 88 DEGREES 15 MINUTES 04 SECONDS WEST FROM PARKWAY ESTATES PR-O 8TH PLAT), 400.00 FEET; THENCE NORTH 01 DEGREES 44 MINUTES 56 SECONDS EAST 400.00 FEET; THENCE SOUTH 88 DEGREES 15 MINUTES 04 SECONDS EAST, 400.00 FEET TO THE POINT OF BEGINNING.

CROSS ACCESS:

A CROSS LOT ACCESS EASEMENT IS HEREBY GRANTED TO AND BETWEEN ALL LOTS WITHIN THE SUBDIVISION AS SHOWN ON THE PLAT AND DESIGNATED BY "A.E" FOR THE PURPOSE OF INGRESS AND EGRESS OF VEHICLES, INCLUDING EMERGENCY VEHICLES, PEDESTRIANS AND BICYCLES. THE OWNER OF LOT 2 OR ASSIGNS IS RESPONSIBLE FOR ALL MAINTENANCE OF THE EASEMENT AREA, INCLUDING THE STRUCTURAL INTEGRITY OF ALL PORTIONS OF THE ACCESS DRIVE AND CURB, REMOVAL OF SNOW, ICE, SLEET, DEBRIS OR OTHER OBSTRUCTION FROM THE DRIVE AREA.

PLAT DEDICATION:

THE UNDERSIGNED OWNERS OF THE ABOVE DESCRIBED TRACT OF LAND HAVE CAUSED THE SAME TO BE SUBDIVIDED IN THE MANNER AS SHOWN ON THE ACCOMPANYING PLAT, WHICH SUBDIVISION AND PLAT SHALL HEREAFTER BE KNOWN AS:

CJCFPD #5

FLOODPLAIN:

THE SUBJECT PROPERTY IS LOCATED IN "ZONE X" (AREAS OF MINIMAL FLOODING) ACCORDING TO "FLOOD INSURANCE RATE MAP" COMMUNITY PANEL NO. 29095C0435G, JACKSON COUNTY, MISSOURI FLOOD MAP REVISED JANUARY 20, 2017.

SURVEYORS NOTES:

1. PROPERTY INFORMATION REFERENCING THIS SURVEY WAS TAKEN FROM THE COMMITMENT FOR TITLE INSURANCE REPORT, ISSUED BY TITLE RESOURCES GROUP. FILE NO. KCT-245670, EFFECTIVE DECEMBER 04, 2023 AT 8:00 A.M.

NOTE: THIS SURVEYOR HAS MADE NO SEARCH AT THE COUNTY REGISTER OF DEEDS OFFICE OR SEARCHED COURT DOCUMENTS FOR EASEMENTS, VACATIONS, RIGHT-OF-WAY ACQUISITIONS, CONDEMNATIONS, COURT DECREES OR ENCUMBRANCES THAT MAY AFFECT THIS PROPERTY. THE AFOREMENTIONED ITEMS SHOWN HEREON, IF ANY, ARE BASED ENTIRELY UPON THE TITLE REPORT, COMMITMENT, OR OWNERSHIP AND ENCUMBRANCE REPORT CITED ABOVE, BY DOCUMENTS FOUND IN THIS FIRMS POSSESSION, DOCUMENTS OBTAINED FROM OTHER SOURCES, OR OTHER INFORMATION THAT PROMPTED A SPECIFIC SEARCH FOR SUCH ITEMS. IF ANY OTHER EASEMENTS, VACATIONS, RIGHT-OF-WAY ACQUISITIONS, CONDEMNATIONS, COURT DECREES OR ENCUMBRANCES AFFECT THIS PROPERTY THEIR EXISTENCE IS UNKNOWN TO THIS SURVEYOR AND ARE THEREFORE NOT SHOWN.

2. BEARINGS USED HEREON ARE BASED ON THE MISSOURI STATE PLANE COORDINATE SYSTEM, NAD 1983, WEST ZONE AND THE PLAT OF PARKWAY ESTATES PR-O 8TH PLAT TRACT A, UNDER INST. #2014E0020999 IN BK. 149 AT PG. 43-48.

3. THE PURPOSE OF THIS PLAT IS TO CREATE TWO LOTS AND TO DEDICATED EASEMENTS. ONE LOT FOR THE CITY OF BLUE SPRINGS, MISSOURI AND THE OTHER FOR CJCFPD #5.

WATER EASEMENT:

A WATER EASEMENT (W.E.) FOR THE OPERATION AND MOVEMENT OF EQUIPMENT, AND THE MOVEMENT OF A WORKING FORCE, IN CONNECTION WITH THE LOCATION, CONSTRUCTION, RECONSTRUCTION, MAINTENANCE, OPERATION AND REPAIR OF WATER MAINS AND ANY APPURTENANCES THERETO OVER, UNDER AND THROUGH LAND LYING, BEING, AND SITUATED IN BLUE SPRINGS, MISSOURI ("THE CITY") IS HEREBY GRANTED TO THE CITY. THE CITY, ITS AGENTS, EMPLOYEES OR INDEPENDENT CONTRACTORS SHALL HAVE THE RIGHT TO GO UPON THE ABOVE DESCRIBED TRACTS OF LAND, FOR THE PURPOSE OF CONSTRUCTING, MAINTAINING, AND REPAIRING THE WATER MAIN IMPROVEMENTS AND APPURTENANCES THERETO, AND SHALL UPON COMPLETION OF SUCH CONSTRUCTION, MAINTENANCE OR REPAIR, CAUSE THE LAND TO BE RESTORED TO SUBSTANTIALLY THE SAME CONDITION THAT EXISTED PRIOR TO THE CITY'S ENTRY UPON IT. THE TRACT OF LAND OVER WHICH A WATER MAIN EASEMENT IS BEING GRANTED SHALL BE KEPT FREE FROM BUILDINGS OR ANY OTHER STRUCTURES OR OBSTRUCTIONS (EXCEPT NON-ORNAMENTAL GRASS, NON-ORNAMENTAL SHRUBS, SIDEWALKS, ROADWAYS, PAVEMENT OR CURBS) THAT WOULD INTERFERE WITH THE CITY IN EXCAVATING UPON SAID EASEMENT FOR THE PURPOSES OF LAYING, CONSTRUCTING, OPERATING, MAINTAINING OR REPAIRING WATER MAINS AND ALL APPURTENANCES INCIDENTAL THERETO. NO CHANGE IN THE EARTH COVER OVER THE WATER LINE WILL BE MADE WITHOUT THE WRITTEN APPROVAL OF THE DIRECTOR OF WATER SERVICES. THIS EASEMENT SHALL NOT BE CONSTRUED TO PROHIBIT DEVELOPMENT OF ANY ADJOINING PROPERTY OR FROM THE LAYING OUT, ESTABLISHING AND CONSTRUCTING OF PAVEMENT, SURFACING OF ROADWAYS, CURBING AND GUTTERS ALONG, UPON, OVER OR ACROSS SAID EASEMENT OR ANY PORTION THEREOF.

IN WITNESS WHEREOF:

CITY OF BLUE SPRINGS, A MUNICIPAL CORPORATION LICENSED TO DO BUSINESS IN THE STATE OF MISSOURI, HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS 12 DAY OF March, 2024.

CITY OF BLUE SPRINGS,
A MUNICIPAL CORPORATION

Christine Cates
CHRISTINE CATES CITY ADMINISTRATOR

STATE OF Missouri
SS:
COUNTY OF Jackson

BE IT REMEMBERED THAT ON THIS 12 DAY OF March, 2024, BEFORE ME, THE UNDERSIGNED, A NOTARY PUBLIC IN AND FOR THE COUNTY AND STATE AFORESAID, CAME CHRISTINE CATES, TO ME PERSONALLY KNOWN, WHO BEING BY ME DULY SWORN, DID SAY THAT SHE IS CHRISTINE CATES CITY ADMINISTRATOR OF CITY OF BLUE SPRINGS, A MUNICIPAL CORPORATION AND THAT SAID INSTRUMENT WAS SIGNED IN BEHALF OF SAID MUNICIPAL CORPORATION AND THAT SAID CHRISTINE CATES ACKNOWLEDGED SAID INSTRUMENT TO BE THE FREE ACT AND DEED OF SAID MUNICIPAL CORPORATION.

IN WITNESS WHEREOF:

I HAVE HEREUNTO SET MY HAND AND AFFIXED MY NOTARIAL SEAL IN THE DATE HEREIN LAST ABOVE WRITTEN.

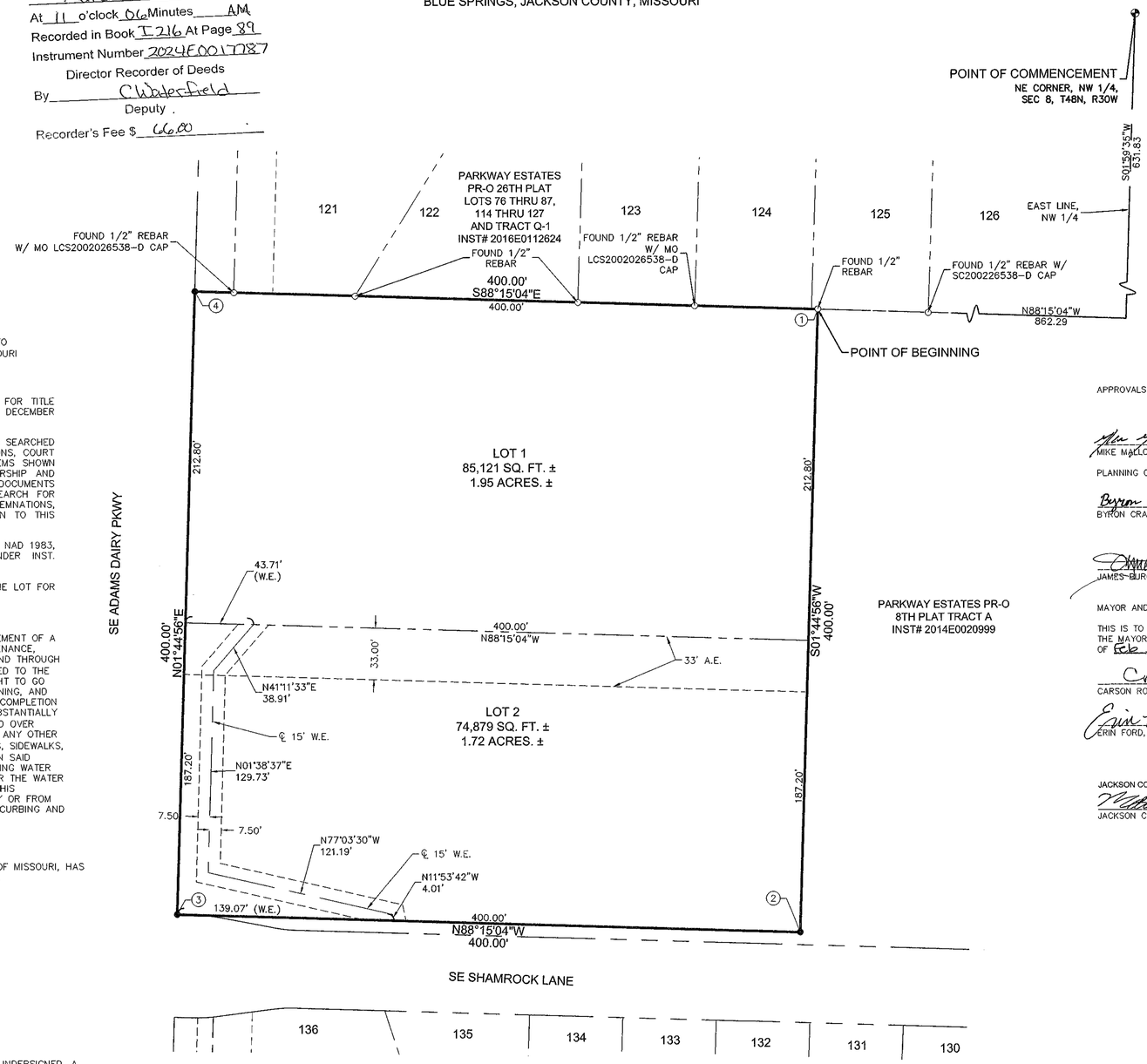
MY COMMISSION EXPIRES: 06-20-2027

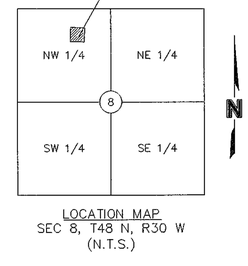
Christine O'Dwyer
NOTARY PUBLIC

CHRISTINE O'DWYER
Notary Public, Notary Seal
State of Missouri
Jackson County
Commission # 23162162
My Commission Expires 06-20-2027

SURVEY PREPARED FOR:

CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT
ATTN: KIRK LAIR
805 NE JEFFERSON
BLUE SPRINGS, MO 64014





LOCATION MAP
SEC 8, T48 N, R30 W
(N.T.S.)

STATE PLANE COORDINATE TABLE		
Point Number	Grid Northing	Grid Easting
1	313632.721	871384.770
2	313510.858	871381.049
3	313514.579	871259.186
4	313636.442	871262.907

LEGEND	
O FND	FOUND MONUMENT
● SET	SET 1/2" REBAR W/ CLS 366 CAP
A.E.	ACCESS EASEMENT
W.E.	WATER EASEMENT

APPROVALS

MIKE MACLON SENIOR DIRECTOR OF CITY DEVELOPMENT — 2-28-24 DATE

PLANNING COMMISSION:

BYRON CRADDOLPH PLANNING COMMISSION CHAIRMAN — 3/8/24 DATE

JAMES BURGESS CITY ENGINEER — 2-28-24 DATE

MAYOR AND CITY COUNCIL:

THIS IS TO CERTIFY THAT THE ACCOMPANYING PLAT OF CJCFPD #5 WAS SUBMITTED TO AND APPROVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF BLUE SPRINGS, JACKSON COUNTY, MISSOURI THIS 21 DAY OF Feb, 2024 BY ORDINANCE NO. 5309

CARSON ROSS, MAYOR — 3/19/24 DATE

CITY OF BLUE SPRINGS MISSOURI CORPORATE SEAL

ERIN FORD, CITY CLERK — 3/19/24 DATE

JACKSON COUNTY:

JACKSON COUNTY ASSESSMENT DEPARTMENT — 03/22/2024 DATE

DATE OF SURVEY
2023-12-28 - 1ST SUBMITTAL
2024-01-17 - 2ND SUBMITTAL
2024-02-02 - 3RD SUBMITTAL
2024-02-07 - 4TH SUBMITTAL
2024-02-22 - FINAL PRINTS

drawn by: JRH
surveyed by: AA-JH
checked by: JPM
approved by: JPM
project no.: 023-07518
file name: V_FPT_023-07518.DWG

THIS PLAT AND SURVEY OF CJCFPD #5 WERE EXECUTED BY OLSSON, 1301 BURLINGTON STREET #100, NORTH KANSAS CITY, MISSOURI 64116.

I HEREBY CERTIFY: THAT THE PLAT OF CJCFPD #5 SUBDIVISION IS BASED ON AN ACTUAL SURVEY MADE BY ME OR UNDER MY DIRECT SUPERVISION AND THAT SAID SURVEY MEETS OR EXCEEDS THE CURRENT MISSOURI STANDARDS FOR PROPERTY BOUNDARY SURVEYS AS ESTABLISHED BY THE MISSOURI BOARD FOR ARCHITECTS, PROFESSIONAL ENGINEERS, PROFESSIONAL SURVEYORS AND LANDSCAPE ARCHITECTS AND THE MISSOURI DEPARTMENT OF AGRICULTURE. I FURTHER CERTIFY THAT I HAVE COMPLIED WITH ALL STATUTES, ORDINANCES, AND REGULATIONS GOVERNING THE PRACTICE OF SURVEYING AND PLATTING OF SUBDIVISIONS TO THE BEST OF MY PROFESSIONAL KNOWLEDGE AND BELIEF.

STATE OF MISSOURI
JEFFREY P. MEANS
NUMBER PLS-2000147866
PROFESSIONAL LAND SURVEYOR

2/22/2024

OLSSON, MO CLS 366
JEFFREY P. MEANS, MO PLS 2000147866
FEBRUARY 22, 2024
JMEANS@OLSSON.COM

olsson
Olsson - Land Surveying - MO 366, KS 114, MO Certificate of Authority-001692
1301 Burlington Street TEL 816.361.1177 www.olsson.com
North Kansas City, MO 64116 FAX 816.361.1888

SHEET 1 of 1

DWG: F:\2023\07501-08000\023-07518\40-Design\Survey\SRVY\Sheets\Final Plat\V_FPT_023-07518.dwg
DATE: Feb 22, 2024 8:36AM
USER: jholdcroft

Introduced by Councilmember _____ BILL NO. 5227

ORDINANCE NO. _____

AN ORDINANCE DECLARING CERTAIN CITY-OWNED REAL PROPERTY AS SURPLUS AND AUTHORIZING THE CITY ADMINISTRATOR TO SIGN A DEED CONVEYING LAND TO CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT FOR FIRE STATION #5

WHEREAS, the City owns real property, generally located at the northeast corner of Adams Dairy Parkway and NE Shamrock Lane, and constructed a City water tower around 2002 on the property and subsequently approved CJCFPD's Fire Station #5 to be built on City-owned land with a Site Plan/Design Review approved through SPD-21-2002; and

WHEREAS, CJCFPD desires to own the real property upon which CJCFPD #5 is constructed; and

WHEREAS, the City of Blue Springs, Missouri, is seeking to facilitate intragovernmental cooperation between the City and the Central Jackson County Fire Protection District (CJCFPD); and,

WHEREAS, the City of Blue Springs, Missouri, (City) deems it to be in its best interest to designate a portion of the parcel of City-owned real property as surplus: Lot 2, CJCFPD #5 Subdivision, City of Blue Springs, County of Jackson, State of Missouri; and

WHEREAS, under Section 115.165 of the Code of Ordinances of the City, the City deems it to be in the best interest of the City to not require a competitive bid process for the sale of the land since the use of the property is limited to public purposes specified by the City and it is in the public interest to sell the property to a particular entity; and

WHEREAS, CJCFPD recently applied for and the City Council of the City of Blue Springs approved a subdivision plat for CJCFPD #5 to divide the City's parcel into two lots so the property could be transferred to CJCFPD.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

Section 1. Lot 2, CJCFPD #5 Subdivision, City of Blue Springs, County of Jackson, State of Missouri is hereby declared to be surplus real property.

Section 2. The City Administrator of the City of Blue Springs, Missouri, is hereby authorized to sign the "QUITCLAIM DEED," a copy of which is attached hereto as Exhibit "A" and incorporated herein.

Section 3. The City is further authorized to take all actions required in accomplishing the transfer of the property set forth in the aforementioned deed.

Section 4. That this Ordinance shall be in full force and effect from and after its passage and approval.

Section 5. Scrivener's Errors. Typographical errors and other matters of a similar nature that do

not affect the intent of this Ordinance, as determined by the City Clerk, may be corrected with the endorsement of the City Administrator without the need to come before the City Council.

PASSED by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 17th day of June 2024.

CITY OF BLUE SPRINGS

_____
Chris Lievsay, Mayor

ATTEST:

_____
Erin Ford, City Clerk

1st Reading: _____
2nd Reading: _____

RECORDING COVER SHEET

Title of Document:	Quitclaim Deed
Date of Document:	_____ ___, 2024
Grantor:	City of Blue Springs, Missouri 903 W. Main St Blue Springs, Missouri 64015
Grantee: Grantee's Mailing Address:	Central Jackson County Fire Protection District 805 NE Jefferson St. Blue Springs, Missouri 64014
Legal Description:	See the attached Quitclaim Deed

QUITCLAIM DEED

THIS QUITCLAIM DEED, made this _____ day of _____, 2024, between the City of Blue Springs, Missouri, a Missouri municipal corporation, 903 W. Main Street, Blue Springs, Missouri 64015, Grantor, and Central Jackson County Fire Protection District, 805 NE Jefferson Street, Blue Springs, Missouri 64014, Grantee.

WITNESSETH: In consideration of the payment of the sum of TEN AND NO/100 DOLLARS, AND OTHER GOOD AND VALUABLE CONSIDERATION ($10.00 & O.V.C.), the receipt of which is hereby acknowledged, Grantors do hereby REMISE, RELEASE, AND FOREVER QUITCLAIM to Grantee, any right, title or interest the Grantor may have in a tract of land, lying situated and being in the County of Clay, State of Missouri, to wit:

Lot 2, CJCFPD #5 Subdivision, City of Blue Springs, County of Jackson, State of Missouri

TO HAVE AND TO HOLD THE SAME, with all and singular rights, immunities, privileges and appurtenances thereunto belonging, unto Grantee, its successors and assigns forever, so that neither Grantor nor their heirs, nor any other person or persons, for them or in their name or behalf, shall or will hereafter claim or demand any right or title to the aforementioned premises or any part thereof, but they and each of them shall, by these presents, be excluded and forever barred.

IN WITNESS WHEREOF, the parties have caused these presents to be signed on the day and year first written above.

GRANTOR:

CITY OF BLUE SPRINGS, MISSOURI

By:_____
Christine Cates, City Administrator

ATTEST:

_____
Erin Ford, City Clerk

ACKNOWLEDGMENT

STATE OF MISSOURI)
) ss:
COUNTY OF JACKSON)

ON THIS ____ day of _____, 2024 before me, personally appeared Christine Cates to me personally known, who being by me duly sworn, did say that she is the Administrator of the City of Blue Springs, Missouri, a Missouri municipality, and that said instrument was signed on behalf of said City of Blue Springs, Missouri by authority of its City Council, and Christine Cates acknowledged said instrument to be the free act and deed of said City of Blue Springs, Missouri.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at my office in _____ County, the day and year last above written.

(SEAL)

_____
Printed Name: _____
Notary Public in and for said State
Commissioned in _____ County

My Commission Expires: _____

ACCEPTED BY CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT (GRANTEE)

GRANTEE:

CENTRAL JACKSON COUNTY FIRE PROTECTION DISTRICT

By:_____

_____

Its: _____

ACKNOWLEDGMENT

STATE OF MISSOURI)
) ss:
COUNTY OF JACKSON)

ON THIS ____ day of _____, 2024 before me, personally appeared

_____ to me personally known, who being by me duly sworn, did say that she is the

_____of the Central Jackson County Fire Protection District, and that said instrument was signed on behalf of said Central Jackson County Fire Protection District and acknowledged said instrument to be the free act and deed of said Central Jackson County Fire Protection District.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal at my office in _____ County, the day and year last above written.

(SEAL)

_____
Printed Name: _____
Notary Public in and for said State
Commissioned in _____ County

My Commission Expires: _____