



LEE'S SUMMIT MISSOURI

August 6, 2024

New Longview Apartments
460 SW Longview Blvd
Lee's Summit MO 64081

RE: Business License Ordinance

It has been brought to the attention of our office that you are operating a business in the City of Lee's Summit without a proper business license.

As governed by City Ordinance #28-30, the City of Lee's Summit issues a license which provides for operation of all business, trade, vocation, and home business within the city limits. Under the provisions of the ordinance, it is unlawful for any person to engage in any business in the City of Lee's Summit without first securing a business license.

Submission of the following is required for compliance and can be obtained at Lee's Summit City Hall located at 220 SE Green St, Lee's Summit, MO.

- Zoning Approval obtained from the Planning and Codes Administration Department
- Application form obtained from the Development Center or you may print from our website at www.cityofls.net or apply at devservices.cityofls.net.
- No tax due certificate from Missouri Department of Revenue if retail sales occur
- Appropriate Fees

The deadline established to comply is ten days from date of notification.

If you have any questions or need further information, please feel free to contact the Development Center at 816-969-1200

Sincerely,

Development Center