



Planning & Codes Administration  
Application Form

SPECIAL EVENT: BLISS BRIDAL SHOW

☐ Athletic Event

☐ Mobile Food Vendor

☒ Event Signage

☒ Other

EVENT DATE: FEBRUARY 22, 2015

EVENT TIME: 9:00 AM to 5:00 PM

EVENT LOCATION/ADDRESS: 25 SE 3RD STREET & 308 SE DOUGLAS STREET

ZONING OF PROPERTY: CENTRAL BUSINESS DISTRICT

APPLICANT THE STANLEY HISTORIC EVENT SPACE LLC PHONE 816-600-2065

CONTACT PERSON BRYAN KING

ADDRESS 308 SE DOUGLAS STREET CITY/STATE/ZIP LEE'S SUMMIT, MO 64063

PROPERTY OWNER KINGSCROWN INVESTMENTS, LLC PHONE 816-686-7778

CONTACT PERSON BRYAN KING

ADDRESS 1217 KETTERING LANE CITY/STATE/ZIP RAYMORE, MO 64083

A handwritten signature of Bryan King in black ink.

PROPERTY OWNER

Print name: BRYAN KING

A handwritten signature of Bryan King in black ink.

APPLICANT

BRYAN KING

**Administrative Notes** (do not write below this line)

Approved Planning & Codes Administration



# LEE'S SUMMIT MISSOURI

## Planning & Codes Administration Special Event Checklist

**\*A Completed Checklist Must Be Submitted With Each Special Event Permit Application**

Submittal Requirements	Yes	No
Completed Special Events Application	X	
Ownership signature/permission	X	
Filing fee – See Schedule of Fees and Charges for applicable fee	X	
Checklist for Special Event Application	X	

**\* Applications missing any required item above will be deemed incomplete.**

Table 1. General Application Requirements				
UDO Article 11., Sec. 11.060	Ordinance Requirement	Met	Not Met	N/A
A. Application Required.	A Special Event Application shall be submitted for any Special Event requiring a Special Event Permit, as outlined above under "Permit Required."	X		
B. Application Deadline	A complete application shall be submitted at least 20 calendar days prior to the requested start date of a Special Event. The Director shall have the authority to waive the application deadline.			X
C. Submission Requirements.	The application shall set forth and contain the submission requirements as stated in the UDO Article 11.060.C.1-14			
C.1. Name of Event	Name and/or brief description of the event.			
C.2. Description of City Services	Description of City Services required for the event such as traffic control, street sweeping etc.			
C.3. Fees	Fees as required. See the Schedule of Fees and Charges for applicable fee			
C.4. Narrative	A written narrative, fully describing the proposed event, including: <ul style="list-style-type: none"> <li>• Location</li> <li>• Hours of operation</li> <li>• Anticipated attendance</li> <li>• Buildings or structures to be used in conjunction with the event</li> <li>• Proposed signs or attention attracting devices</li> <li>• Public streets to be used, if any</li> </ul>			
C.5. Statement	A statement that the standards set forth in Article 11, of the UDO, have been satisfied.			
C.6. Site Plan	A site plan in the form and the level of detail as required by the Director, showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets, and property lines.			

**Table 1: General Application Requirements**

<b>UDO Article 11., Sec. 11.060</b>	<b>Ordinance Requirement</b>	<b>Met</b>	<b>Not Met</b>	<b>N/A</b>

**NARRATIVE:**

The Bliss Bridal Show is every year the 3rd Sunday in February. The Bliss Show is at both 25 SE 3rd Street and 308 SE Douglas Street. The Bliss Show brings in approximately 40-50 vendors and up to 500 Brides and family members. This year it is on February 22nd starting at 9:00 am and going to 5:00 pm. We are asking for a permit to cover a Street Sign/Banner across 3rd Street at Douglas Street. The Street Sign/Banner will be put up Tuesday February 17 and will be taken down Monday February 23.

We are also going to use the loading zone directly in front of 308 SE Douglas Street to park a limousine from the start to the end of the event. There will be at least one individual standing out front to monitor this. There will be nothing blocking either 3rd Street or Douglas Streets and nothing blocking either sidewalks.



# LEE'S SUMMIT MISSOURI


220 SE Green Street | Lee's Summit, MO 64063 | P: 816.969.1000 | cityofls.net

## RECEIPT OF PAYMENT

Receipt Number:	2015010174
Receipt Date:	02/17/2015
Date Paid:	02/17/2015
Payment Method:	Check,
Check Number:	2454,
Full Amount:	\$50.00
Amount Tendered	\$50.00
Paid By:	STANLEY EVENT SPACE LLC THE, Address:25 SE 3RD ST

### Fees:

Fee Description	Reference / Application Number	Amount Paid
0026 - Special Event Permit (application fee)	PRSE20150275	\$50.00

 **THE STANLEY EVENT SPACE LLC**  
PO BOX 787  
LEE'S SUMMIT, MO 64063  
(816) 600-2065

PAY TO THE ORDER OF City of Lees Summit DATE 2/14/2015

FIFTY AND NO/100 \$ 50.00

**GREAT SOUTHERN BANK**  
GreatSouthernBank.com  
GGB In-House Check Production

MEMO SIGNAL PERMIT

Therly Treasner

MP

⑈002454⑈ ⑆288573322⑆ 004608034661⑈



Planning & Codes Administration  
Special Event Checklist

**\*A Completed Checklist Must Be Submitted With Each Special Event Permit Application**

Met	Met	Not Met	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Applicant – Name, Address and Telephone Number
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Property Owner – Name, Address and Telephone Number
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Written approval from the property owner agreeing to the proposed event
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Description of the site on which the proposed event is to be held
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• Date(s) of the proposed event
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	• a narrative written description of the proposed event, to include:
			• the hours of operation,
			• anticipated attendance,
			• any building/structures, signs or attention-attracting devices proposed to be used in conjunction with the event,
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	7. A site plan showing the location of all existing or proposed uses, structures, parking areas, outdoor display areas, signs, streets and property lines.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Location and number of proposed temporary public toilets
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	9. Proposed temporary potable water supplies, which shall be approved by the Water Utilities Department, pursuant to applicable City codes.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	10. Proof of liability insurance at time of application
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	11. Electrical Plan shall be approved by the Code Official