



Planning & Codes Administration
Application Form

PERMIT NUMBER PRSE 20161294 RECEIPT NUMBER 2016019757

SPECIAL EVENT: KC Select Soccer Club Sign

☐ Athletic Event ☐ Mobile Food Vendor ☒ Event Signage ☐ Other 30 days
EVENT DATE: starting 5/21/16 6/2/16 EVENT TIME: N/A to N/A

EVENT LOCATION/ADDRESS: 10300 Old View High Dr, Lee's Summit, MO

ZONING OF PROPERTY: Agriculture/Horticulture Improved

APPLICANT KC Select Soccer Club PHONE 816-835-1918

CONTACT PERSON Chris Travalent FAX N/A

ADDRESS 2429 SW Winterwood Ct. CITY/STATE/ZIP Lee's Summit, MO 64081

PROPERTY OWNER Happy Valley Properties LLC PHONE 816-589-1622

CONTACT PERSON Flip Short FAX N/A

ADDRESS 801 NW Commerce Dr. CITY/STATE/ZIP Lee's Summit, MO 64086

Philip Short
PROPERTY OWNER

Print name:

Philip Short

Chris Travalent
APPLICANT

KC Select Soccer Club - Chris Travalent

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***

	Met	Not Met	N/A	
<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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		• Written approval from the property owner agreeing to the proposed event
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		• Description of the site on which the proposed event is to be held
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		• Date(s) of the proposed event
<input checked="" 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 checked="" 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 checked="" type="checkbox"/>		8. Location and number of proposed temporary public toilets
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>		10. Proof of liability insurance at time of application
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		11. Electrical Plan shall be approved by the Code Official



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		
Ownership signature/permission		
Filing fee – See Schedule of Fees and Charges for applicable fee		
Checklist for Special Event Application		

*** 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."			
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.			
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"> • Location • Hours of operation • Anticipated attendance • Buildings or structures to be used in conjunction with the event • Proposed signs or attention attracting devices • Public streets to be used, if any 			
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

UDO Article 11., Sec. 11.060	Ordinance Requirement	Met	Not Met	N/A
C.1. Name of Event	Temporary sign posting advertising KC Select Soccer Club signups. We have attached KC Select's 501c3 not for profit documentation. KC Select is based in Lee's Summit, MO and is in good standing with the Missouri Corporation Registry.			
C.2. Description of City Services	None required			
C.3. Fees	\$50 Fee			
C.4. Narrative	<p>A written narrative, fully describing the proposed event, including:</p> <ul style="list-style-type: none"> • Location: 10300 Old View High Dr, Lee's Summit, MO • Temporary sign up 24 hrs a day for a 30 day period after City approval • No attendance anticipated at the location of the sign • No Buildings or structures to be used in conjunction with the event • Proposed sign – Vinyl professionally printed sign attached to a wood frame which is anchored in the ground. Vinyl sign will be 8' x 12' in size (96 sq. ft.). Picture of vinyl sign is attached • No Public streets to be used 			
C.5. Statement	In this application, KC Select has satisfied the standards as set forth in Article 11 of the UDO.			
C.6. Site Plan	We have provided 2 attached pictures of the proposed sign as it will look on the property. There are not buildings, parking or streets affected by the placement of this sign. It is located in the middle of an agriculture zoned Hay field on the South East corner of I-470 Highway and View High Drive.			