



Planning & Codes Administration
Application Form

PERMIT NUMBER: PRSE 2017034 RECEIPT NUMBER: 201702424

SPECIAL EVENT: Job Fair - Signage

☐ Athletic Event ☐ Mobile Food Vendor ☒ Event Signage ☐ Other

EVENT DATE(S): Feb. 22 - Mar. 8, 2017 EVENT TIME(S): _____ to _____

EVENT LOCATION/ADDRESS: 500 SW Longview Rd.

ZONING OF PROPERTY: _____

APPLICANT: Linda Anderson/MCC Longview PHONE: 816-604-2380

CONTACT PERSON: Linda Anderson FAX: 816-672-2547

ADDRESS: 500 SW Longview Rd CITY/STATE/ZIP: L.S. MO 64081

PROPERTY OWNER: MCC PHONE: 816-604-2380

CONTACT PERSON: Linda Anderson FAX: 816-672-2547

ADDRESS: Same CITY/STATE/ZIP: _____

PROPERTY OWNER

Print name: _____

APPLICANT

Linda Anderson

Administrative Notes (do not write below this line)

Approved Planning & Codes Administration



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"/>	1. Applicant – Name, Address and Telephone Number
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2. Property Owner – Name, Address and Telephone Number
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3. Written approval from the property owner agreeing to the proposed event
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4. Description of the site on which the proposed event is to be held
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5. Date(s) of the proposed event
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	6. a narrative written description of the proposed event, to include: <ul style="list-style-type: none"> • 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 checked="" 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

JOB FAIR

MARCH 8
1-3 p.m.

MCC-Longview Recreation Center Gym
500 SW Longview Road, Lee's Summit, MO 64081

mcckc.edu/jobfairs

Sponsored by



LEE'S SUMMIT
CHAMBER



**Metropolitan
Community College**



LONGVIEW



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.			
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.	X		
C.2. Description of City Services	Description of City Services required for the event such as traffic control, street sweeping etc.			X
C.3. Fees	Fees as required. See the Schedule of Fees and Charges for applicable fee	X		
C.4. Narrative	A written narrative, fully describing the proposed event, including: 7. Location 8. Hours of operation 9. Anticipated attendance 10. Buildings or structures to be used in conjunction with the event 11. Proposed signs or attention attracting devices 12. Public streets to be used, if any	X		
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.			



LEE'S SUMMIT MISSOURI

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

RECEIPT OF PAYMENT

Receipt Number:	2017024241
Receipt Date:	02/13/2017
Date Paid:	02/13/2017
Payment Method:	Credit Card,
Check Number:	,
Full Amount:	\$50.00
Amount Tendered	\$50.00
Paid By:	METROPOLITAN COMMUNITY COLLEGE -- LONGVIEW, Address:500 SW LONGVIEW RD, Phone:(816) 604-1000

Fees:

Fee Description	Reference / Application Number	Amount Paid
9110077-Special Event Permit (application fee)	PRSE20170341	\$50.00

Narrative description for the New View Job Fair:

Description:

The New View Job Fair is an opportunity for area employment recruiters to host a table and promote their job opportunities to applicants. It is open to the general public and student populations to discuss one-on-one job openings. This event is hosted by Metropolitan Community College-Longview and the Lee's Summit Chamber.

Name: Spring Job Fair 2017

Date: Wednesday, March 8, 2017

Time: 1:00 p.m. – 3:00 p.m.

Locations: Metropolitan Community College-Longview, Recreation Center Gymnasium
500 SW Longview Rd., Lee's Summit, MO 64081

Anticipated attendance: 300 applicants, 50 employers

Sign locations:

McDonalds 3275 SW 3rd St., Lee's Summit, MO

McDonalds 900 E. Langsford Rd. Lee's Summit, MO

McDonalds 1809 SE Blue Parkway, Lee's Summit, MO

Lee's Summit Airport fence: Colbern Road and Douglas, Lee's Summit, MO

Pinnacle Bank, Colbern Road and 7 Hwy, Lee's Summit, MO

Arvest Bank, 360 SW M-150 Hwy, Lee's Summit, MO

Security Bank, 1021 NE Sam Walton Lane, Lee's Summit, MO

Security Bank, 1101 SW 3rd St., Lee's Summit, MO

Paradise Park, 1021 NE Colbern Road, Lee's Summit, MO

Lee's Summit Chamber, 220 SE Main St., Lee's Summit, MO

CITY OF LEE'S SUMMIT, MISSOURI

SIGN PERMIT AUTHORIZATION

Lee's Summit Municipal Airport, who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at Colbern + Douglas
(location address).

Banner size: 36"x96"


Dates to post: February 22-March 8, 2017

Dated this 9th day of February 2017

John Ogha - Airport Manager
Signature of Landlord or Property Owner

John Ogha
Printed Name

**CITY OF LEE'S SUMMIT, MISSOURI
SIGN PERMIT AUTHORIZATION**


_____, who being
(landlord or property owner)

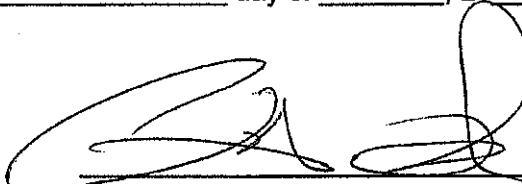
duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at 1809 SE Blue Pkwy
(location address).

Banner size: 36"x96"

900 NE Langsford, 3275 SW 3rd St.

Dates to post: February 22-March 8, 2017

Dated this Feb. 8 day of _____, 20 17



Signature of Landlord or Property Owner

Patricia Ford

Printed Name

CITY OF LEE'S SUMMIT, MISSOURI
SIGN PERMIT AUTHORIZATION

Jon Ellis, Paradise Park, Inc., who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at 1021 NE Colbern Rd
(location address).

Banner size: 36"x96"

Dates to post: February 22 – March 9, 2017

Dated this 9th day of Feb, 20 17


Signature of Landlord or Property Owner

Jon Ellis
Printed Name

CITY OF LEE'S SUMMIT, MISSOURI
SIGN PERMIT AUTHORIZATION

Pinnacle Bank, who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at 26500 E. Colbern Rd., Lake Lotawana,
Missouri. (location address).

Banner size: 36"x96"

Dates to post: February 22-March 8, 2017

Dated this 10th day of February, 2017



Signature of Landlord or Property Owner

Don L. Cable, Vice President

Printed Name

CITY OF LEE'S SUMMIT, MISSOURI
SIGN PERMIT AUTHORIZATION

Lee's Summit Chamber of Commerce, who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at 2nd & SE Main Streets.
(location address).

Banner size: 36'x96"

Dates to post: February 22-March 8, 2017

Dated this 10th day of Feb., 20 17

Timothy P. Arbitter
Signature of Landlord or Property Owner

Timothy P. Arbitter
Printed Name

**CITY OF LEE'S SUMMIT, MISSOURI
SIGN PERMIT AUTHORIZATION**

ARVEST BANK - SHALEA WALTER (MARKETING MANAGER), who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at 360 SW M-150 HWY LEE'S SUMMIT, MO
(location address).

Banner size: 36"x96"

Dates to post: February 22-March 8, 2017

Dated this 8TH day of FEB, 2017

Shalea N. Walter

Signature of Landlord or Property Owner

SHALEA N. WALTER

Printed Name