



LEE'S SUMMIT MISSOURI

Planning & Codes Administration Application Form

PERMIT NUMBER: PRSE 20172579 RECEIPT NUMBER: 2017 029037

SPECIAL EVENT: Wilshire at Lakewood Memory Care/Temporary Leasing Trailer

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

EVENT DATE(S): 7/24/17 - 9/15/17 DATE TIME(S): 8:00 a.m. to 7:00 p.m.

EVENT LOCATION/ADDRESS: 3320 NE Wilshire Drive (SEC of NE Wilshire Drive/

NE Wilshire Drive (NE Meadow View Drive) ZONING OF PROPERTY: PMIX

APPLICANT: Jeffrey E. Smith Investment Co., LC PHONE: 573-443-2021

CONTACT PERSON: Brian Kimes* FAX: 573-874-7116

ADDRESS: 206 Peach Way CITY/STATE/ZIP: Columbia, MO 65203

PROPERTY OWNER: Same as above FAX: 816-753-9201

*CONTACT PERSON: c/o Aaron G. March, Esq./Rachelle Biondo; White Goss

PHONE: 816-502-4701 (Aaron); 816-502-4706 (Rachelle)

ADDRESS: 4510 Belleview, Suite 300 CITY/STATE/ZIP: Kansas City, MO 64111

EMAIL: amarch@whitegoss.com; rbiondo@whitegoss.com

JEFFREY E. SMITH INVESTMENT CO., L.C.

JEFFREY E. SMITH INVESTMENT CO., L.C.

By: 
PROPERTY OWNER

By: 
APPLICANT

Print Name: _____

Administrative Notes(do not write below thisline)

Approved Planning & Codes Administration

Planning & Codes Administration | 220 SE Green Street, Lee's Summit, MO 64063
P: 816.969.1600 | F: 816.969.1619 | www.cityofls.net

**Wilshire at Lakewood Memory Care
Temporary Leasing Trailer**

Checklist Item C.4.

The Applicant seeks approval to allow for the installation and operation of a temporary leasing facility on property it owns adjacent to the Wilshire at Lakewood Memory Care facility currently under construction. The proposed trailer will be onsite for approximately 90 days. The use will terminate when an office or facility is available within the Wilshire at Lakewood Memory Care facility currently under construction but no later than October 1, 2017. The hours of operation of the facility will be from approximately 8:00 a.m. until 8:00 p.m., seven days a week. Anticipated attendance will be limited, as it will only be visited by those exploring the possibility of becoming a resident at the Wilshire at Lakewood Memory Care facility. It is anticipated that a sign will be placed on the entrance of the temporary facility which includes words similar to, "Leasing Office."

The temporary leasing office will be placed on the site in order to make it as "ADA" accessible as possible and as compliant with ADA as possible. The leasing facility will also be placed on site in order to minimize the need for off-site parking. It is the intent of the Applicant that parking be on the existing hard paved streets and if necessary, limited to an area immediately adjacent to the existing street system.

The Applicant will inform its potential residents that if enhanced accessibility is required, that an alternative location under the control of the Applicant will be identified to facilitate these guests and visitors.

The temporary leasing facility will have potable water, as well as bathrooms and will also be connected to a power source. It is the goal and objective of the Applicant to make the temporary leasing facility as attractive and comfortable as possible given the nature of those seeking to become residents at the Wilshire at Lakewood Memory Care facility.

The Applicant understands that it will need to secure a building permit for the temporary facility in order to ensure that life, safety and ADA regulations are being complied with to the fullest extent practical and necessary. If short term private parking is required, the Applicant hereby requests that a waiver be granted to the requirement that the parking lot be paved with concrete or asphalt and that it be allowed to use the existing gravel parking facility.

The following additional information is provided from Brian Parr, Senior Project Manager for Fairway Construction Co., Inc.

- Temporary electric will be provided from our existing construction trailer to the leasing trailer .

- A potable water holding tank with pump will be utilized to provide water to the lavatory, toilet, and hand sink in the common area. This tank will be filled weekly.
- A sanitary holding tank will be provided to collect sanitary waste and will be pumped weekly.
- An adjustable ADA ramp will be provided to the primary entrance to the trailer.
- A skirt will be provided to hide the undercarriage of the trailer.
- Additional rock will be spread to establish a parking lot at the leasing trailer location.



satelliteco.com

Model: 1248 Mobile Office

Box: 12' x 44'

Serial #577905

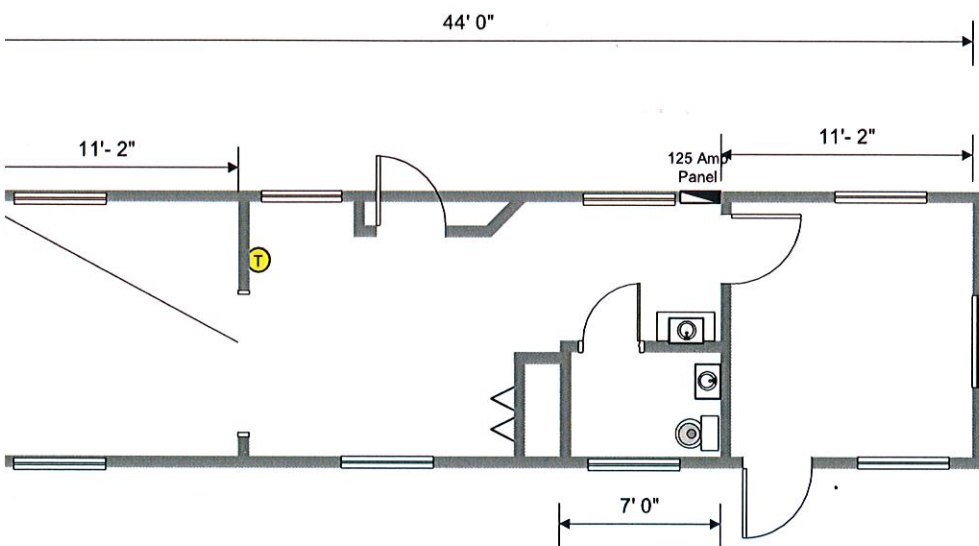
Kansas City Branch

3370 N Jackson Avenue

Kansas City, MO 64118

Phone: 800-753-1102 or 816-453-1101

Fax: 816-453-5122



including hitch)
length

Height

sh
walls
- Bath
ffices/Reception
ceiling

Heating & A/C

*Thermostat Controlled
Electric HVAC
*2 Ton A/C With 10 KW
Heat with plenum wall (not
shown on drawing)

Exterior

*T1-11 Siding and Trim
*Outrigger Frame
*Drip Rail

Electric

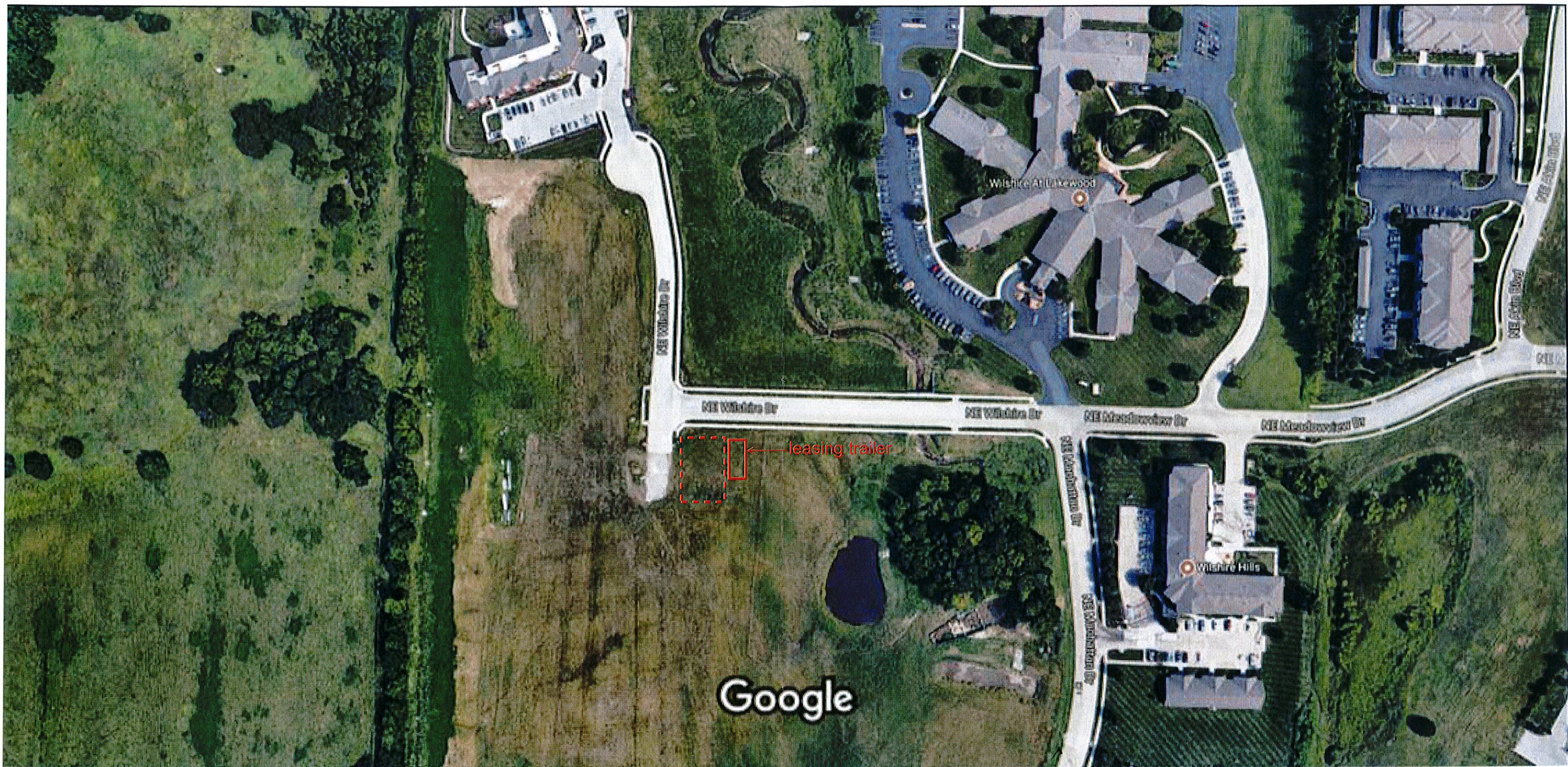
*125 Amp Breaker Panel
*Fluorescent Ceiling Lights
Diffused covers

Furniture

*Coat Closet w/Shelf & Rod

Windows/Doors

*46"x27" Horizontal Sliding
Window (7)
*36"x80" Interior Door (2)
*26"x80" Closet Door
*36"x80" Vision Panel Door w/
Lock (2)



WHITE

GOSS

ATTORNEYS AT LAW

RACHELLE M. BIONDO

rbiondo@whitegoss.com

816.502.4706

July 25, 2017

VIA HAND DELIVERY

Ms. Jennifer Thompson
City of Lee's Summit, MO
Planning & Codes Administration
220 SE Green Street
Lee's Summit, MO 64063

Re: Wilshire at Lakewood Memory Care / Temporary Leasing Trailer

Dear Ms. Thompson:

Pursuant to your meeting with Aaron March on July 19, 2017, enclosed for your review and approval please find the Special Event Permit Application for the Wilshire at Lakewood Memory Care temporary leasing trailer submitted on behalf of Jeffrey E. Smith Investment Co., LC, along with the Application Checklist, Narrative, Plans and a check in the amount of \$50 for the applicable filing fee.

Please let us know if you have any comments or questions or need anything further to issue the Permit.

Very truly yours,



Rachelle M. Biondo
Paralegal

RMB:jjw

Enclosures

cc: Mr. Brian Kimes
Aaron G. March, Esq.



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	X		
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.	X		
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.	X		



Planning & Codes Administration Special Event Checklist

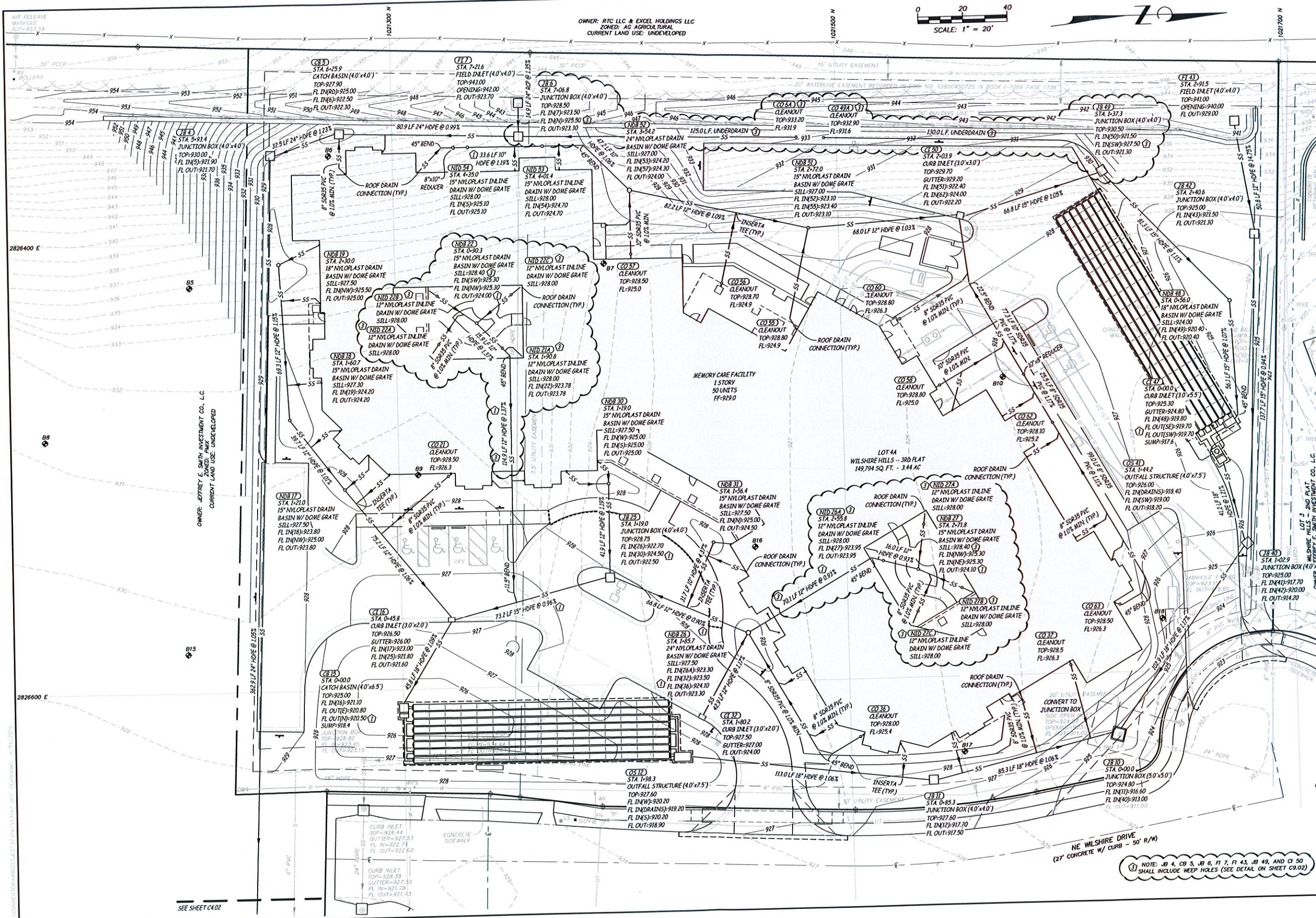
****A Completed Checklist Must Be Submitted With Each Special Event Permit Application***

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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	3. Written approval from the property owner agreeing to the proposed event
<input checked="" 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	8. Location and number of proposed temporary public toilets
<input checked="" 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 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










OWNER: RTC LLC & EXCEL HOLDINGS LLC
ZONED: AG AGRICULTURAL
CURRENT LAND USE: UNDEVELOPED

OWNER: JEFFREY E. SMITH INVESTMENT CO., L.C.
CURRENT LAND USE: UNDEVELOPED

OWNER: JEFFREY E. SMITH INVESTMENT CO., L.C.
CURRENT LAND USE: SENIOR LIVING APARTMENTS

NE WILSHIRE DRIVE
(27" CONCRETE W/ CURB - 50' R/W)

NOTE: MB 4, CB 5, MB 6, F 7, F 43, MB 49, AND CI 50
SHALL INCLUDE WEEP HOLES (SEE DETAIL ON SHEET C0.02)



Engineering Surveys and Services
Consulting Engineers, Scientists, and Land Surveyors
Analytical and Material Laboratories
1113 E. State, Columbia, Missouri 65201
314-447-2446 • www.ESS-inc.com

Other Offices:
Jefferson City, Missouri • Sedalia, Missouri
Missouri Engineering Corporation # 20405018

WILSHIRE AT LAKEWOOD MEMORY CARE
3320 NE WILSHIRE DRIVE
LEE'S SUMMIT, JACKSON COUNTY, MISSOURI

4/15/2016



MATTHEW A. KRIETE
PROFESSIONAL ENGINEER
PE-200702811

THIS DOCUMENT WAS INTENDED TO BE
DIGITALLY SIGNED. IF SIGNATURE AND
VALIDATION ARE NOT PRESENT THIS
MEDIA SHOULD NOT BE CONSIDERED A
CERTIFIED DOCUMENT.

Date
JANUARY 28, 2016

Revised
① FEBRUARY 28, 2016
CITY COMMENTS
② APRIL 15, 2016
TEAM COORDINATION

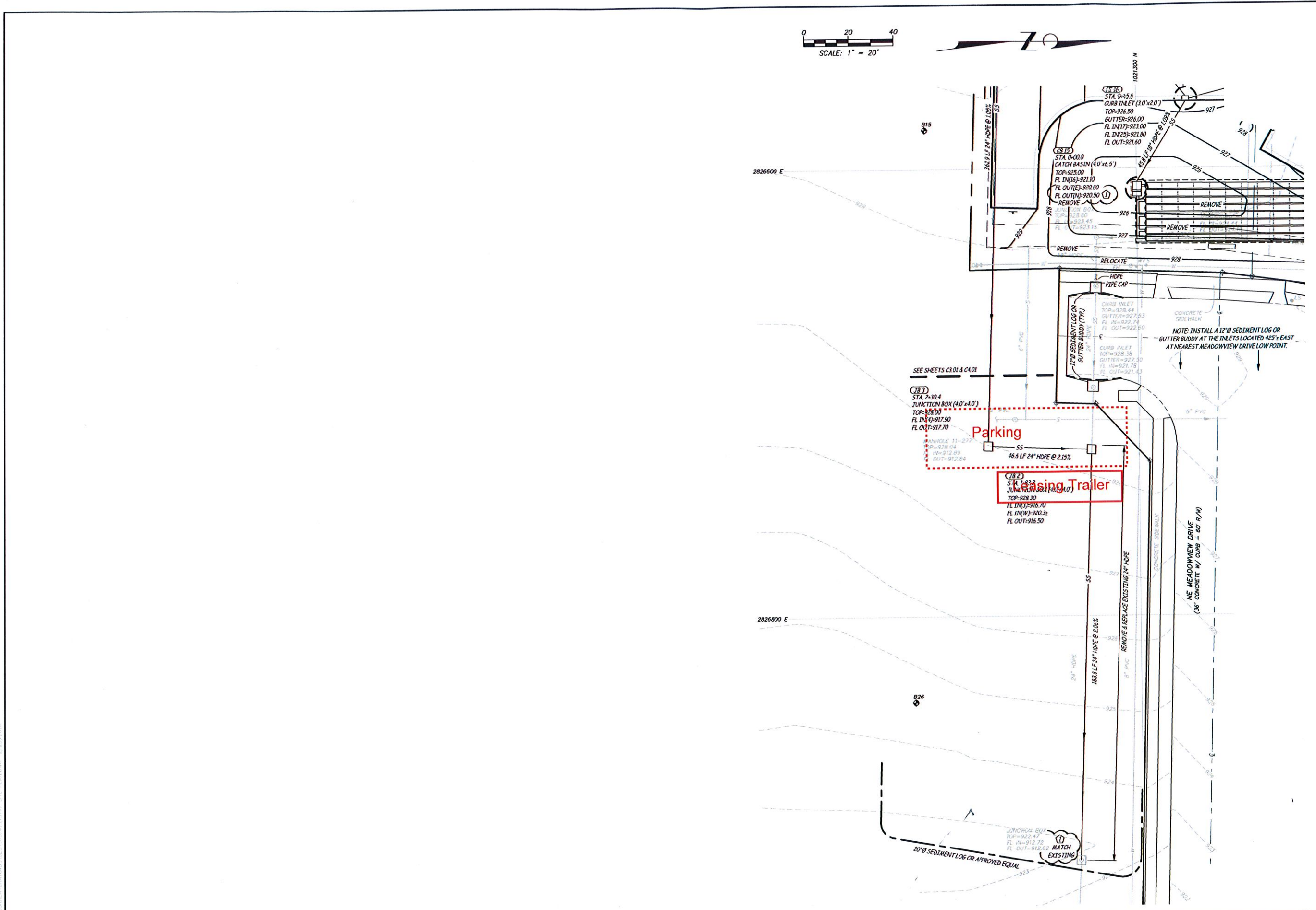
Design: ZT Drawn: RTM

STORM SEWER PLAN

Sheet
C4.01

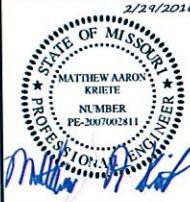
ESS PROJECT NO. 13147

K:\PROJECTS\STORMSEWER\WILSHIRE\DWG\STORMSEWER\STORMSEWER.DWG 1/29/2016



Engineering Surveys and Services
Consulting Engineers, Scientists, and Land Surveyors
Analytical and Material Laboratories
1113 E. 1st Street, Columbia, Missouri 65201
573-449-2646 • www.ESS-inc.com
Other Offices:
Jefferson City, Missouri • Sedalia, Missouri
Missouri Engineering Corporation # 20400018

WILSHIRE AT LAKEWOOD MEMORY CARE
3320 NE WILSHIRE DRIVE
LEE'S SUMMIT, JACKSON COUNTY, MISSOURI



MATTHEW A. KRIETE
PROFESSIONAL ENGINEER
PE-2007002811

THIS DOCUMENT WAS INTENDED TO BE
DIGITALLY SIGNED. IF SIGNATURE AND
VALIDATION ARE NOT PRESENT THIS
MEDIA SHOULD NOT BE CONSIDERED
A CERTIFIED DOCUMENT.

Date
JANUARY 28, 2016

Revised
① FEBRUARY 29, 2016
CITY COMMENTS

Design: ZT Drawn: RTM

STORM SEWER PLAN

Sheet
C4.02

ESS&S PROJECT NO. 13147