



LEE'S SUMMIT MISSOURI

Special Event Permit Application Form

PERMIT NUMBER: _____ RECEIPT NUMBER: _____
SPECIAL EVENT: Greater KC Womens Half Mar. & 5K - Presented by Hy-Vee
☒ Athletic Event ☐ Mobile Food Vendor ☐ Event Signage ☐ Other
Set Up Date: 10-9-21 8:00 Am to 8:00 pm
EVENT DATE(S): 10-10-21 EVENT TIME(S): 7:30 Am to 11:45 Am
EVENT LOCATION/ADDRESS: City Hall Complex - 220 SE Green Street,
Lee Summit, MO 64063 ZONING OF PROPERTY: _____

APPLICANT: Premier Event Management PHONE: 504-628-3155
CONTACT PERSON: Bill Burke FAX: _____
ADDRESS: 505 A South AL Davis Rd. CITY/STATE/ZIP: Harahan,
Louisiana 70123
PROPERTY OWNER: Lee's Summit PHONE: 816-969-1239
CONTACT PERSON: Jennifer Thompson FAX: _____
ADDRESS: 220 SE Green Street, CITY/STATE/ZIP: Lee Summit, MO
64063

PROPERTY OWNER

APPLICANT

Print name: _____

Bill Burke

Administrative Notes (do not write below this line)

Approved Development Services Department



Special Event Permit 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: 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	✓		
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.	✓		



June 6, 2021

Jennifer Thompson

Senior Planner
220 SE Green Street
Lee's Summit, MO 64063

Dear Ms. Thompson,

Thank you for the time last week in looking over the opportunity to host the inaugural 2021 Greater Kansas City Women's Half Marathon presented by Hy-Vee and hosted by community of Lee's Summit, Missouri. Please see several documents attached to this introduction letter for your teams review. Please call me if you or any team members have questions about the event now scheduled for Sunday, October 10, 2021.

OVERVIEW

The National Women's Half Marathon Series is proud to submit the enclosed permit application to host our next event in the community of Lee's Summit, MO on Sunday, October 10, 2021 at 7:30am with an expected completion time of 12:00pm. The event is sponsored by Hy-Vee, along with three other events in the Midwest in Omaha, NE, Twin Cities, MN and Des Moines, Iowa. This series was started by Premier Event Management in 2016 from Naperville, IL and is now held in 10 cities across the United States. Other markets outside of the Midwest include Napa Valley, CA, Washington DC, New Orleans, LA, Alpharetta, GA, Las Vegas, NV and Naperville, IL.

This Greater Kansas City Women's Half Marathon event hosted from Lee's Summit, is open to Male and Female competitors but male athletes at these events do receive a women's Cut V-Neck T-shirt for their efforts and there are no awards for our male competitors except a finishers medal for getting to the finish line. This is a women's event but we always allow male athletes to participate!

The event offers two breast feeding tents for our new mothers in attendance, one near the start finish area with another on course near mile 6 or 7 along the route. The event also offers at each National Women's Half Marathon & 5K across the country, a "Walker

and Stroller Division, so mothers and their children can participate to create the fun, fitness family atmosphere that's become a big part of each event. At our inaugural event in Washington DC in 2018, we partnered with "Stroller Warriors" which is a group of moms from our US Service Members and their young children. On event morning over 200 Military Mom's and their Children participated in the event, making it the largest turnout of its kind in the country.,

EVENT COURSES / CITY SERVICES

The Lee's Summit event would start and finish in front of the Lee's Summit City Hall Complex and be run on the standard 5K course, and a handpicked double loop Half Marathon Course by the Lee's Summit Police Department. As with all National Women Half Marathon & 5K events, all city services will be paid for by Premier Event Management. These costs include, Police, Traffic Control and Fire EMS Units used for the event. Safety of each participant, volunteer, spectator and staff is of the highest importance at each of our events across the country.

CONING / TRAFFIC ASSISTANCE

Premier Event Management will be bring on site to this event over 1,000 traffic cones to assist with coning sections of this event where additional course markings will be needed. These cones can be used in an around paring areas, turns on the race course, etc. PEM staff will cone and remove cones off the course following the last athlete to ensure that roads open as quickly as possible!

VOLUNTEERS / LOCAL SUPPORT

Our Volunteer Plan includes reaching out to the three Lee's Summit High Schools to get their assistance in the following areas, Water Station Needs, start & finish line staff and post event clean-up. Financial Donations will be made to each school following the event to thank each school club or athletic team for their support to the event.

These same organizations will be providing support for the post event breakdown near City Hall and Course Clean Up. We will ensure that all areas of clean-up have taken place in all areas of the event.

INSURANCE / CERTIFICATION

Each event in the National Women's Half Marathon Series is insured through USA Track and Field, the National Governing Body for the Sport of Road Racing throughout the United States. And each Half Marathon Course is Certified to ensure that it is 13.1 miles for the Half Marathon Competition.

PRESENTING SPONSOR / HY-VEE, INC.

Since 2006, Bill Burke and Premier Event Management has produced some of the largest sporting events in the stable of Hy-Vee events across the Midwest. From 2007, to 2017 Hy-Vee Sponsored the World-Famous Hy-Vee Triathlon which in 2008 hosted the US Triathlon Olympic Trials to select the US Triathlon Team headed to the

Beijing Summer Olympics. Following the 2014 event, Hy-Vee was the main sponsor of the Des Moines Triathlon until 2017.

Now Hy-Vee is the Presenting Sponsor of four National Women's Running events in the Midwest which include, Omaha, NE, Twin Cities, MN, Des Moines, IA and hopefully, Lee's Summit, MO!

NATIONAL CHARITY PARTNER / AMERICAN HEART ASSOCIATION

The National Women's Half Marathon & 5K has partnered with the American Heart Association for every event in the National Series. Heart Disease & Stroke is the Number One Killer of Women globally today. And it's our hope that through this health & fitness event, we can make a difference in the overall lifestyle choices of women everywhere from nutrition, and exercise to become a better you!

Thank you again for your cooperation and support!

Sincerely,



Bill Burke
President / CEO
Premier Event Management
505A South Al Davis Road
Harahan, Louisiana, 70123

LSMO HALF 2021

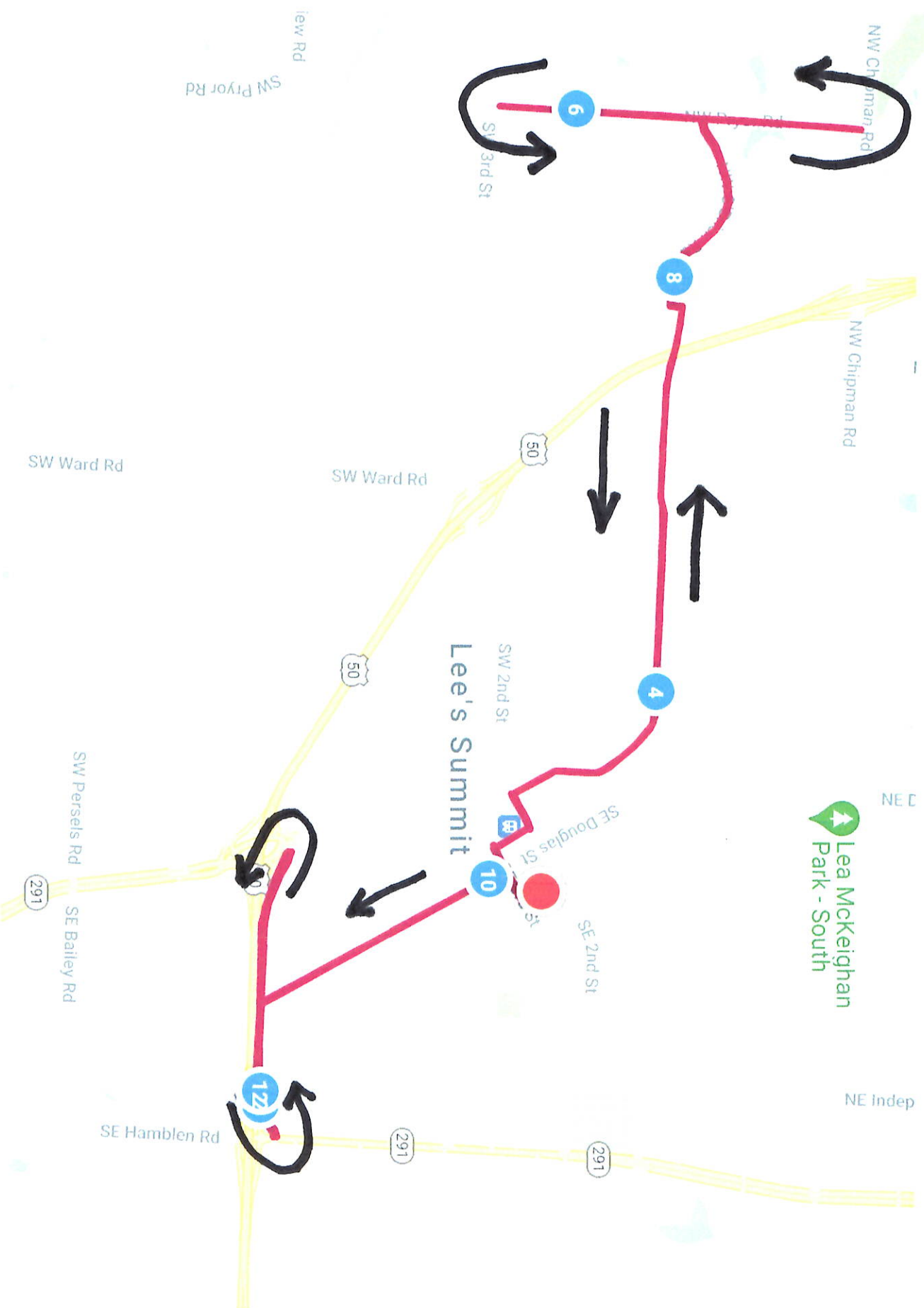
Double Loop Course

☒ BOOKMARK

LOG WORKOUT

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Bill Burke



Friends

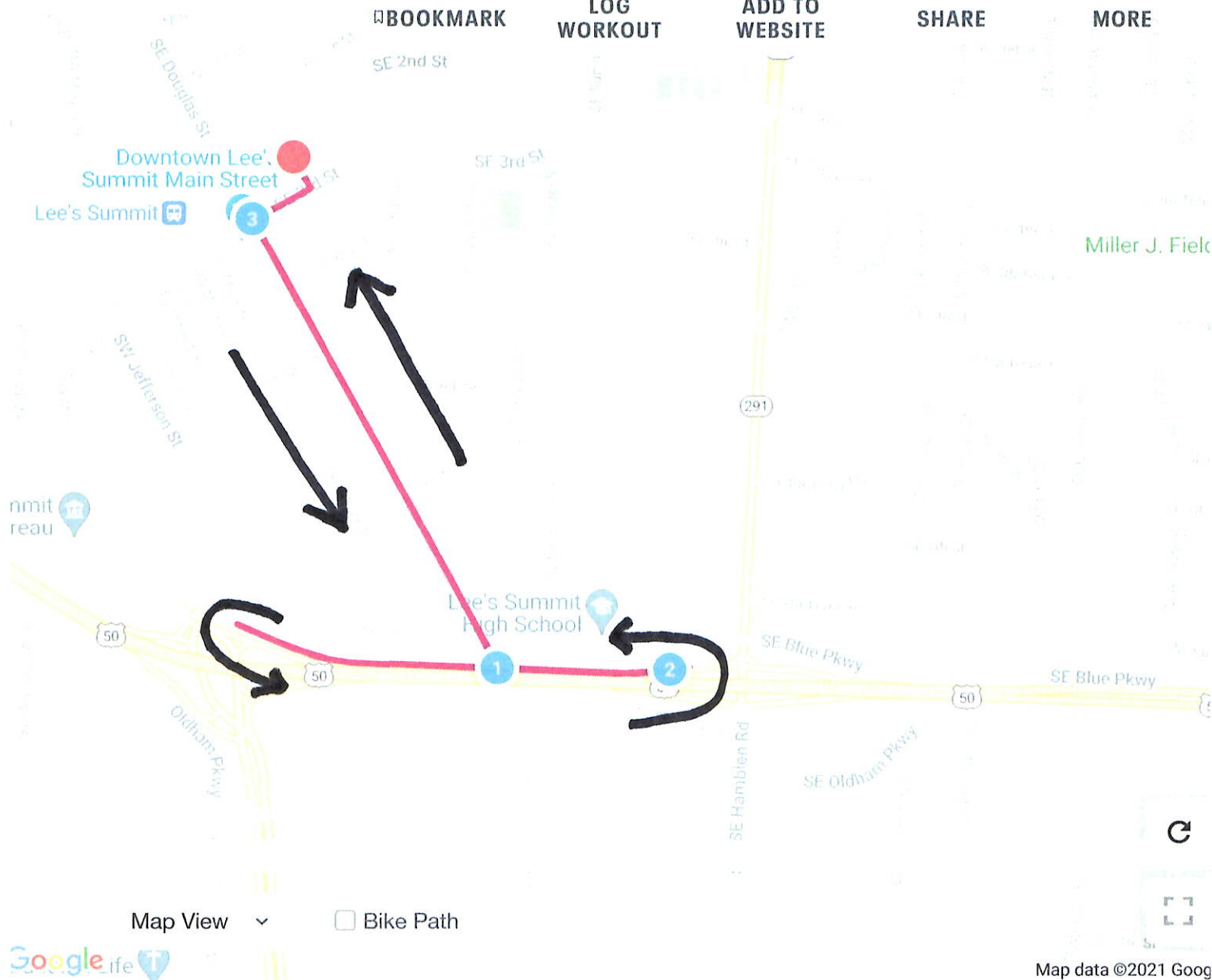
WOMEN'S 5K LEE'S SUMMIT, MO - 10-10-21

BOOKMARK

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WORKOUTADD TO
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MORE



ELEVATION (FT)

START	MAX	GAIN
1,030 ft	1,077 ft	92 ft