

Special Event Permit - OTHER (SPECIAL EVENT) Approval Letter

Date: Monday, April 29, 2024

To Applicant: DOWNTOWN LEES SUMMIT MAIN STREET INC Fax: <NO FAX NUMBER>
13 SE 3RD ST Email:
LEES SUMMIT, MO 64063

From: Hector Soto Jr., Senior Planner

RE: Application Number: PRSE20240667
Event Title/Name: Downtown Days
Type of Special Event: OTHER (SPECIAL EVENT)
Description of Event: Downtown Days
Event Start Date: Friday, June 07, 2024
Event End Date: Sunday, June 09, 2024
Location: Downtown LS
Address (if applicable):

Application Status: Your Special Event Permit application has **corrections required**. Please see below for comments from the respective department of the City of Lee's Summit. Please contact Hector Soto Jr., Senior Planner with any questions about the approved permit or listed conditions below at (816) 969-1238.

Conditions of Approval (if required):

Planning Review (SE)	Hector Soto Jr. (816) 969-1238	Senior Planner Hector.Soto@cityofls.net	Corrections
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1. PERMIT FEE. Once the comments from Traffic (included in this letter) are satisfactorily addressed, the total fee for the event permit will be \$1,550. The fee can be paid by check or electronically through the City's payment portal via a link provided at the time approval of the permit is given.

2.

Traffic Review (SE)	Susan Barry, P.E. (816) 969-1800	City Traffic Engineer Susan.Barry@cityofls.net	Corrections
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1. Closure dates on the Closure map do not match dates of the festival. Map shows closures starting May 30 and Checklist shows June 4.

2. Need more Road Closed signs on barricades at NB Market, SB Market, NB SW Main, SB SW Main. These signs should be on the first barricade drivers would encounter entering downtown.

Fire Review (SE)	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
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1. The Fire department will coordinate the closing of the streets and inspections of the venues with DTLS staff and the Police Department.

Codes Review (SE)	Tracy Deister (816) 969-1203	Codes Administration Manager Tracy.Deister@cityofls.net	No Comments
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Police Review (SE)	Hector Soto Jr. (816) 969-1238	Senior Planner Hector.Soto@cityofls.net	No Comments
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