



Special Event Permit
Application Form

PERMIT NUMBER: _____ RECEIPT NUMBER: _____

SPECIAL EVENT: Trip The Lights Fantastic

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

EVENT DATE(S): NOVEMBER 24, 2024 EVENT TIME(S): 5:00pm to 9:00pm

EVENT LOCATION/ADDRESS: Request closure of SW Longview Rd, from SW Third St. to SW Longview Park Rd, in conjunction with
bicycle tour of Christmas in the park light display at Longview Campground. ZONING OF PROPERTY: _____

APPLICANT: Jackson County Parks + Rec PHONE: 816-503-4800

CONTACT PERSON: Marcy Caldwell FAX: 816-795-1234

ADDRESS: 22807 Woods Chapel Rd. B.S. CITY/STATE/ZIP: MO 64015

EMAIL: mcaldwell@jacksongov.org

PROPERTY OWNER: Jackson County MO PHONE: 816-503-4800

CONTACT PERSON: Michele Newman, Parks + Rec Director FAX: 816-795-1234

ADDRESS: 22807 Woods Chapel Rd. B.S. CITY/STATE/ZIP: MO 64015

PROPERTY OWNER

Print name: _____


APPLICANT

Michele Newman

Administrative Notes (do not write below this line)

Approved Development Services Department

Development Services Department | 220 SE Green Street, Lee's Summit, MO 64063
P: 816.969.1200 | F: 816. 969.1201 | www.cityofls.net/Development