

Special Event Permit - OTHER (SPECIAL EVENT)
Approval Letter

Date: Tuesday, April 15, 2025

To Applicant: Julie Cook
13 SE 3RD ST
LEES SUMMIT, MO 64063

Fax: <NO FAX NUMBER>
Email: julie@downtownls.org

From: Hector Soto Jr., Senior Planner

RE: Application Number: PRSE20251015
Event Title/Name: Downtown Days
Type of Special Event: OTHER (SPECIAL EVENT)
Description of Event: Downtown Days
Event Start Date: Friday, June 06, 2025
Event End Date: Sunday, June 08, 2025
Location: Downtown LS
Address (if applicable):

Application Status: Your Special Event Permit has comments that need to be addressed before approval can be given. Please see below for the comments from the respective department of the City of Lee's Summit and contact the listed staff if you have any questions or need clarification.

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. TRAIN STATION ADA SPACES. Provide a written description/plan on how you will address the comments from Traffic contained in this letter regarding maintaining ADA access from area ADA parking spaces to the train platform.

Traffic Review (SE)	Susan Barry, P.E. (816) 969-1800	City Traffic Engineer Susan.Barry@cityofls.net	Corrections
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1. Need to make sure there is access to the Amtrak platform from the ADA parking spaces. Typically the bank ADA spaces have been used and an ADA path provided to the ramp at the station.

Fire Review (SE)	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Approved with Conditions
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1. DTLS shall meet with the fire department and police to go over site layout. Venues will be inspected at time of set up.

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