

**DEVELOPMENT SERVICES**

**Sign Application  
Applicant's Letter**

**Date:** Wednesday, April 09, 2025

**To:**

**Applicant:** Celina Gerling

cgerling@luminousneon.com

**From:** Adair Bright, Senior Planner

**Re:**

**Application Number:** PL2025069

**Application Type:** Sign Application

**Application Name:** Sign Package Application for St. Luke's Hospital

**Location:** 100 NE SAINT LUKES BLVD, LEES SUMMIT, MO 64086

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**Tentative Schedule**

Submit revised plans by 4pm on . Revised documents shall be uploaded to the application through the online portal.

If the revised submittal deadline is not met or plans are deficient, the item will be moved to a later meeting and a new deadline will be set. Future deadlines and meeting dates can be found on the "Planning Commission Meeting Dates" handout. Dates are subject to change; we will keep you informed throughout the process.

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**Electronic Plans for Resubmittal**

Beginning Monday, May 23, 2016, all Planning application and development engineering plan resubmittals shall include an electronic copy of the documents as well as the required number of paper copies. This will allow us to provide a higher level of electronic correspondence with our Planning Commission, City Council, and the City's GIS Division.

Electronic copies shall be provided in the following formats

- Engineered Civil Plans – All engineered civil plans shall be provided in multi-page Portable Document Format (PDF).
- Architectural and other plan drawings – Architectural and other plan drawings, such as site electrical and landscaping, shall be provided in Portable Document Format (PDF).

Please contact Staff with any questions or concerns you may have.

**Planning Commission Presentation**

Presentations before the Planning Commission and City Council shall be (1) in electronic format or (2) reduced drawings for use on the document camera to display on the screen. Electronic presentations shall be on a laptop, CD-ROM, DVD, or flash drive. The City's presentation system can support Word, Excel, Power Point, Adobe, Windows Media Player and Internet Explorer applications. Presentation boards will no longer be allowed. The presentation(s) shall be submitted to Development Services Department staff no later than the day of the Planning Commission meeting by 4:00 pm.

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**Analysis of Sign Application:**

**Planning Review**

Adair Bright

Senior Planner

Corrections

1. Provide a site plan noting the location of proposed signage.

For sign applications such as this one, I have seen people assign letters or numbers to sign types and then on the site plan they would just put the associated number or letter in the proposed location.

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<b>Engineering Review</b>	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	Corrections
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1. It appears the majority of the monument signage will have no conflict with City-owned water lines or City-owned sanitary sewer lines. However, there is no definitive way to know without a key map. There are two (2) water lines along Blue Pkwy. which may be impacted, and the applicant shall contact ONE-CALL to determine the location of these utilities in relation to your monument signs or pole signs. The minimum distance from these public water lines shall be 10 feet as measured from the outside of each water main to the foundation of the monument sign. The minimum distance for a pole sign shall be a minimum of 5 feet. For your information, there is a large 20 inch transmission main, and a 12 inch main along Blue Pkwy. near the two (2) entrances to the hospital.

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<b>Traffic Review</b>	Erin Ralovo (816) 969-1800	Senior Staff Engineer Erin.Ravolo@cityofls.net	No Comments
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<b>Fire Review</b>	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	No Comments
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