

DEVELOPMENT SERVICES

**Sign Application
Applicant's Letter**

Date: Friday, April 18, 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

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.

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.

Analysis of Sign Application:

Planning Review

Adair Bright

Senior Planner

Approved with Conditions

(816) 969-1273

Adair.Bright@cityofls.net

1. Complete and upload the Sign Application Form and Ownership Affidavit. The Ownership Affidavit for this process does need to be notarized.

Engineering Review	Gene Williams, P.E. (816) 969-1223	Senior Staff Engineer Gene.Williams@cityofls.net	No Comments
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Fire Review	Jim Eden (816) 969-1303	Assistant Chief Jim.Eden@cityofls.net	Not Required
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Traffic Review	Erin Ralovo (816) 969-1800	Senior Staff Engineer Erin.Ravolo@cityofls.net	Not Required
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