



SIGN APPLICATION PURPOSE

1. A Sign Application can be submitted for either a single sign or several signs that do not comply with Article 13 or are specified in Table 13-2 as signs that are allowed “as approved by the Commission.” A Sign Application shall be completed and submitted to the Development Services Department, with filing fee, made payable to the City of Lee’s Summit. An application may be withdrawn at any time upon written request. However, no refund will be made if the application is withdrawn after Planning Commission packets have been distributed.
2. For freestanding signs (i.e., those signs not mounted to a building), the application shall be accompanied by drawings of the sign(s) and site plan indicating the location of the free standing sign(s) and property lines. All drawings shall include dimensions of the sign(s) and sufficient dimensions on the site plan to show the relationship between the sign and the property lines.
3. For building mounted signs, the application shall be accompanied by drawings of the sign(s) and building elevations indicating the location of the building mounted sign(s). All drawings shall include dimensions and area of the sign(s) and sufficient dimensions on the building elevations to indicate the wall area.
4. The Development Services Department will set the date for the Planning Commission meeting. A copy of the Planning Commission agenda and staff recommendation will be sent to the applicant prior to the meeting.
5. Every Sign Application is reviewed by the Planning Commission, which meets on the second and fourth Tuesdays of each month in the City Council Chambers of City Hall at 220 SE Green Street. For each item on the agenda, the applicant will be given an opportunity to make their own presentation, which should be a brief description of the proposed project and include responses to any concerns raised in the City staff’s report. Presentations before the Planning Commission 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. **If the staff recommendation is for approval of the sign application, the item may be placed on the Consent Agenda, and no presentation will be necessary.**
6. The Planning Commission will discuss the application and the action to be taken and the reasons for that action. The Planning Commission may vote to continue an application to a later meeting to allow further study or the submission of either more information or revised information by the applicant or the staff. A majority vote of the Commission members present is needed to pass any motion. The Commission has the final approval of a Sign Application.



LEE'S SUMMIT MISSOURI

SIGN APPLICATION

1. PROPERTY LOCATION/ADDRESS: 300 SE 2nd St. Suite 200, Lee's Summit, MO 64063
2. BUSINESS NAME: Careswell Anderson Dental
3. LEGAL DESCRIPTION (attach if description is metes and bounds description): _____
4. TYPE(S) OF SIGN REQUESTED: Monument sign
5. NUMBER OF SIGN(S) REQUESTED: One (1)

6. APPLICANT Fossil Forge PHONE 816.785.3280
 CONTACT PERSON Dave Eames and Ben Wine FAX _____
 ADDRESS 317 B SE Main Street CITY/STATE/ZIP Lee's Summit, Mo. 64063
 E-MAIL fossilforge@gmail.com

7. PROPERTY OWNER(S) James D. Neighbors PHONE 816 590 2399
 CONTACT PERSON _____ FAX _____
 ADDRESS Po Box 7530 CITY/STATE/ZIP Shawnee Mission KS 66207
 E-MAIL neighbors.j@sscglobal.net

8. OTHER CONTACTS _____ PHONE _____
 CONTACT PERSON _____ FAX _____
 ADDRESS _____ CITY/STATE/ZIP _____
 E-MAIL _____

9. OTHER CONTACTS _____ PHONE _____
 CONTACT PERSON _____ FAX _____
 ADDRESS _____ CITY/STATE/ZIP _____
 E-MAIL _____

All applications require the signature of the owner on the application and on the ownership affidavit. Applications without the proper signatures will be deemed incomplete and will not be processed.

x James D. Neighbors
 PROPERTY OWNER

DAVE EAMES
 APPLICANT

Print name: James D Neighbors

Dave Eames

Receipt #: _____ Date Filed: _____ Processed by: _____ Application # _____

LS LEE'S SUMMIT MISSOURI

OWNERSHIP AFFIDAVIT

STATE OF MISSOURI)

ss.

COUNTY OF JACKSON)

Comes now James D Neighbors (owner)

who being duly sworn upon his/her oath, does state that he/she is the owner of the property

legally described as 300 SE 2nd Street

in the Sign Application. Owner acknowledges the submission of said application for the subject property under the City of Lee's Summit Unified Development Ordinance.

Dated this 22 day of December, 2021

James D Neighbors
Signature of Owner

Printed Name

Subscribed and sworn to before me this 22 day of December, 2021

D-D-R-J
Notary Public

06/29/2024

My Commission Expires

DONNIE DALE RODGERS JR.
Notary Public, Notary Seal
State of Missouri
Jackson County
Commission # 20763235
My Commission Expires 06-29-2024



SIGN APPLICATION CHECKLIST

Submittal Requirements	Yes	No*
Completed application form with signatures		
Ownership Affidavit form		
Legal Description		
Filing fee – \$200		
Correct number of sets of Sign Application plans – 4 full size, collated, stapled (seals not required) and folded		
Plan size maximum of 24" x 36" with one inch border		
One (1) 8 ½" by 11" reduction of each sheet in the Sign Application plan sets		

Plan Submittal Requirements				
UDO Article 4., Sec. 4.040	Ordinance Requirement	Met	Not Met	N/A
B.1. Date Prepared	Date prepared			
B.2. Name & address	Name, address and telephone number of the person who prepared, or person responsible for preparing, the plan;			
B.3. Scale	Graphic, engineering scale not to exceed 1:100. All plans shall be drawn to a standard engineer's scale of 1:50 or 1:100', unless a different scale is specifically approved.			
B.4. Plan size	Plan size maximum of 24" x 36" with one inch border			
B.5. North Arrow	North Arrow; plan shall be oriented so north is to the top or to the right side of the sheet.			
B.6. Vicinity Map	Vicinity map with north arrow indicating the location of the property within the City.			

Permit #PRSGN _____ - _____

SIGN PERMIT APPLICATION

Project Business Name: **Careswell Anderson Dental**

Project Address/Location: **300 SE 2nd St. Suite 200, Lee's Summit, MO 64063**

Applicant: **Fossil Forge**

Applicant's Address: **317 B SE Main Street LS MO 64063**

Applicant's Phone & Fax #: **816-785-3280**

Applicant's Email Address: **fossilforge@gmail.com**

Type of Sign: Check only one

- | | |
|--|--|
| <input type="checkbox"/> Wall Sign (\$100) | <input checked="" type="checkbox"/> Monument/Detached Sign (\$100) |
| <input type="checkbox"/> Temporary Sign (\$50) | <input type="checkbox"/> Directional Sign (\$50) |

Illumination: Specify whether the sign is illuminated

- | | |
|--|---|
| <input type="checkbox"/> Illuminated * | <input checked="" type="checkbox"/> Non-Illuminated |
|--|---|

***NOTE:** IF BRANCH CIRCUIT IS NOT CURRENTLY AVAILABLE FOR ILLUMINATED SIGN, A LICENSED ELECTRICAL CONTRACTOR MUST OBTAIN ELECTRICAL PERMIT PRIOR TO INSTALLATION. ALL SIGNS INVOLVING INTERNAL LIGHTS OR OTHER ELECTRICAL DEVICES OR CIRCUITS SHALL DISPLAY A LABEL CERTIFYING IT AS BEING APPROVED BY THE UNDERWRITER'S LABORATORIES, INC.

Sign Dimensions and Setbacks for Wall and Monument/Detached Signs


Height of sign: 48 in. ft (X) Width of sign: 3 ft (=) Area of sign: 12 sq ft

Area of building façade/wall: _____ sq ft Total height of detached sign: _____ ft

Setbacks: front property line: _____ ft rear property line: _____ ft

side property line: _____ ft side property line: _____ ft

The applicant understands that this permit is issued only for work described here in and included in **accompanying plans and specifications**. All rights and privileges acquired under the provisions of this Ordinance, or any application thereto, are merely licenses revocable at any time by the Director of Development Services Department.



Signature of Applicant

12/20/21

Date

For City use only, do not write below this line.

Electrical Permit Required:

- N/A Yes No

Zoning: _____ Permit Fee: _____

Receipt #: _____

Signature of Plans Examiner

Approved: _____

Planning Division Approval Date

Remarks:

Project Address



LEE'S SUMMIT MISSOURI

SIGN PERMIT AUTHORIZATION

Comes now James D Neighbors, who being
(landlord or property owner)

duly sworn upon his/her oath, does state that he/she is the landlord or property owner that has
given permission to the applicant to place signage at: 300 SE 2nd Street
Lee's Summit Mo.
(location address)

Dated this 22nd day of December, 2021

James D Neighbors

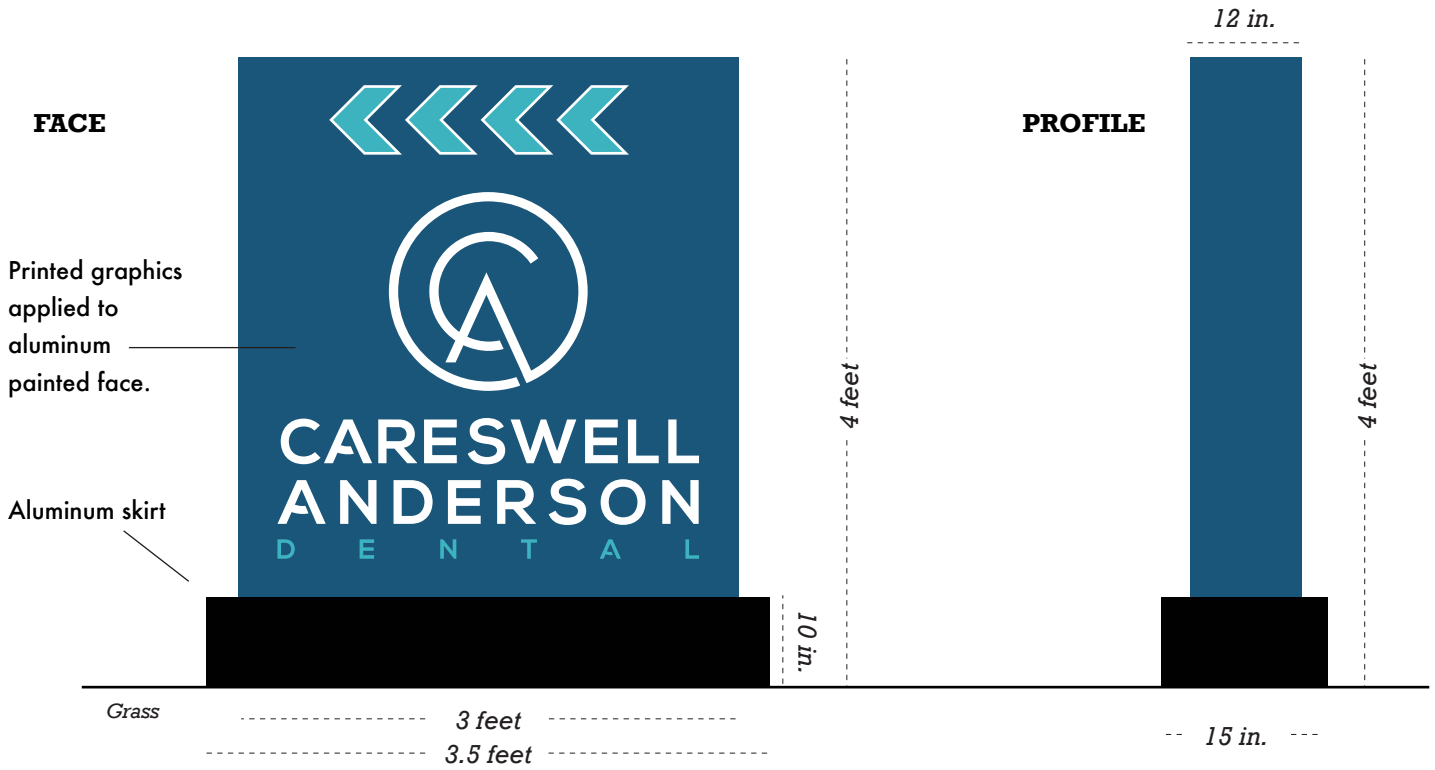
Signature of Landlord or Property Owner

James D Neighbors

Printed Name

CONCEPT

MONUMENT SIGN DESIGN: Exterior small monument/wayfinding sign. Double-sided. Located on property adjacent to Second St. Not illuminated.



SIGN LOCATION



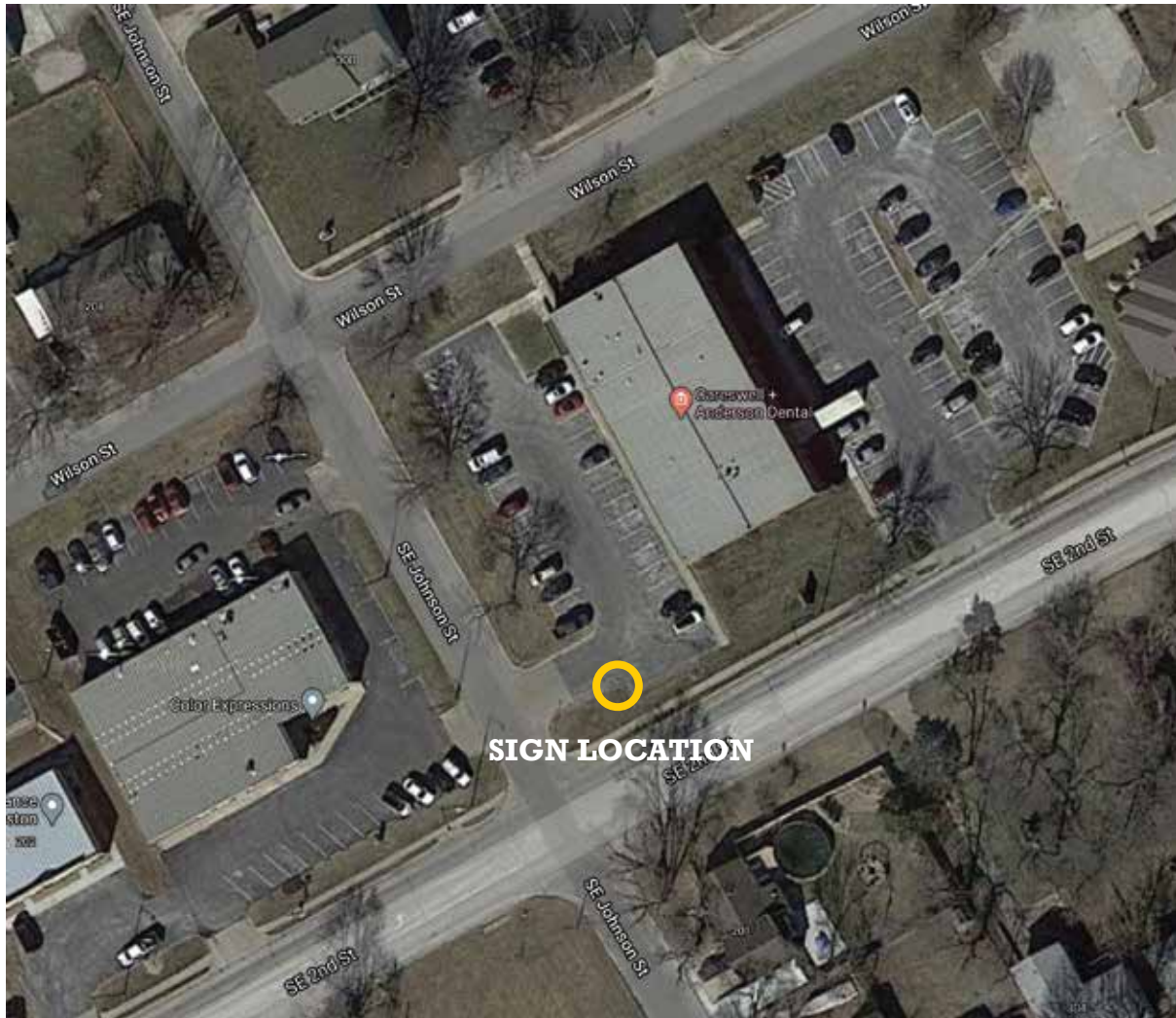
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CONCEPT

SCALE COMPARISON



SIGN LOCATION



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CONCEPT

PROPOSED SIGN LOCATION



Smaller monument sign will be located outside of utility easement boundary. Sign will be visible from eastbound and westbound traffic on 2nd Street. Visitors will pull into lot from Johnson Drive access.

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NEW MONUMENT SIGN

Client is wanting to install new monument sign to better direct patients to the main office door from the adjacent west parking lot.



THE PROBLEM

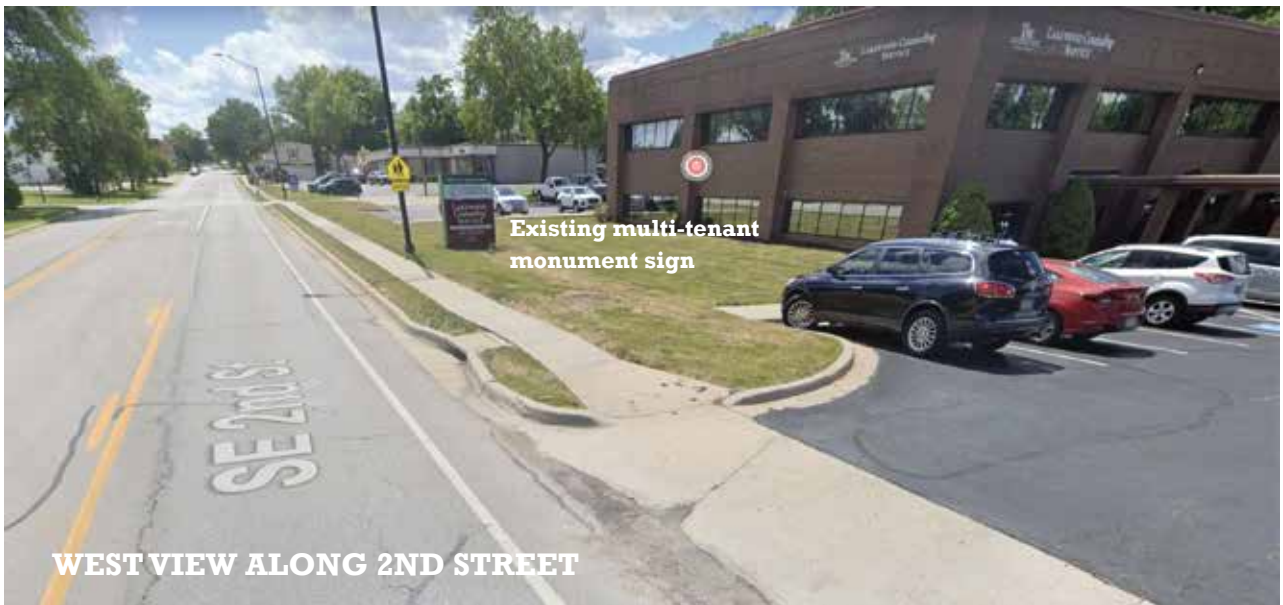
1. Patients see existing multi-tenant monument sign, centered on front of building property.
2. They pull into the primary parking lot on the east side of building because of easy access from 2nd Street. This lot allows entry to ground floor offices only.
3. The only entrance to the second floor dental office is located on the northwest corner of the building. The result is that patients who park in the east lot must walk around front or back of building to access office.

THE SOLUTION

4. Add a smaller secondary monument sign that directs patients into the west lot, with access off of Johnson Street.

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STREET VIEWS/CONTEXT



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