

Event Permit Review

EVENT: FESTIVAL OF LIGHTS 11/28

- 1. Does the event block or cross a main traffic artery? Yes  No
- 2. Will the event require police employee resources? Yes  No 
  - a. If so, how many employees/hours? Employees 30 Hours 140
- 3. Does the event require special parking accommodations? Yes  No 
  - a. If so, is Council approval required (RCMC 10.40.210) Yes  No
- 4. Is the event approved by the Police Department? Yes  No 
  - a. If NO, what is the reason? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  - b. If NO, were alternative routes/options given to the applicant? Yes  No
  - c. Is the applicant agreeable to the alternative routes/options? Yes  No

Comments: Event requires closure of E Main and E St Joe  
from E Blvd to E St Patrick - beginning at 2:00 p.m. (1400)  
Also requires closure of Main from E Blvd thru Mt Rushmore  
and mt Rushmore from Main to North at 5:45 p.m (1745)  
Also requires removal of all cars from street parking on Main  
from 5<sup>th</sup> St to mt Rushmore. Annual event, and  
with planning + public announcements, can easily be achieved.

Reviewed by: Sgt. J. J. [Signature] 131 Date: 7/16/09  
 Approved by: \_\_\_\_\_ Date: \_\_\_\_\_

EVENT PERMIT APPLICATION

NAME OF ORGANIZATION: FESTIVAL OF LIGHTS PARADE

CONTACT PERSON: (Responsible for permit compliance.)

NAME: SUE MCCORMICK

ADDRESS: PO BOX 8272

RAPID CITY SD 57709

HOME PHONE: ( 605 )- 341 - 5613

WORK PHONE: ( 605 )- 348 - 1930

EVENT TYPE: PARADE [X] RALLY [ ] DEMONSTRATION [ ] OTHER [ ]

PURPOSE: ANNUAL HOLIDAY PARADE, ALL ARRANGEMENTS AND PLANNING WILL BE SAME AS PRIOR YEARS

TOTAL INDIVIDUAL PARTICIPANTS ANTICIPATED: 500

UNITS: BANDS: 0 FLOATS: 70 VEHICLES: 70 OTHER UNITS: 10

TOTAL:

WILL EVENT GENERATE LITTER/SPECIAL CLEANUP REQUIREMENTS? YES [X] NO [ ] IF YES, PLEASE EXPLAIN: HORSE/ANIMAL UNITS-WE WORK CLOSELY WITH THE CITY DEPT TO FOLLOW AT THE END OF THE PARADE FOR CLEANUP, KIEFFER SANITATION PROVIDES ADDITIONAL DUMPSTERS AND PORTA POTTIES

DO YOU ANTICIPATE ANY OPPOSITION TO THIS EVENT? YES [ ] NO [X] IF YES, PLEASE EXPLAIN:

EVENT DATE: 11 / 28 / 09 (If event will include more than one date or timeframe, please describe on a separate sheet and attach to application.)

ASSEMBLY TIME: 2:00 PM

PARADE START TIME: 6:00 PM

NOTE: KOTA FOOD DRIVE STARTS AT 5:45 PM

ASSEMBLY AREA(S): STAGING - E MAIN ST FROM E BLVD TO E ST PATRICK

DESTAGING - CENTRAL HIGH SCHOOL PARKING LOT and E St Joe

from E Blvd to Birch. [Signature]

WILL ASSEMBLY AREA UTILIZE:

CITY PARKS OR CITY PROPERTY OTHER THAN STREETS? YES \_\_\_\_\_ NO X  
SCHOOL PROPERTY? YES X NO \_\_\_\_\_  
PRIVATE PROPERTY? YES X NO \_\_\_\_\_

If yes, have arrangements been made with the appropriate party(ies) responsible for the property?

DAKOTA SUPPLY 348-7100 SDSM&T YES X NO \_\_\_\_\_  
FREEMAN ELECTRIC 342-4099  
If yes, who? CENTRAL HIGH SCHOOL Phone: 394-4041

ROUTE AREA : (List all streets and properties over which the event or portions of the event are expected to travel) E BLVD/MAIN PROCEEDING WEST TO MT RUSHMORE RD TURN NORTH TO CENTRAL HIGH SCHOOL PARKING LOT, REQUEST NO PARKING ON MAIN ST 5TH TO 8TH (5-8PM) TENNIS PARKING LOT USED FOR HANDICAP VEHICLES VENDORS ARE SET UP ON ROUTE ON CITY SIDEWALKS

WILL ROUTE AREA UTILIZE:

CITY PARKS OR CITY PROPERTY OTHER THAN STREETS? YES X NO \_\_\_\_\_  
SCHOOL PROPERTY? YES X NO \_\_\_\_\_  
PRIVATE PROPERTY? YES \_\_\_\_\_ NO X

If yes, have arrangements been made with the appropriate party(ies) responsible for the property?

CITY OF RAPID CITY YES X NO \_\_\_\_\_  
If yes, who? CENTRAL HIGH SCHOOL Phone: 394-4041

THIS APPLICATION, AS COMPLETED BY ME, IS AN ACCURATE REPRESENTATION OF THE PROPOSED EVENT. IN ADDITION, I HAVE READ AND WILL COMPLY WITH THE PARADE ORDINANCE FOR THE CITY OF RAPID CITY.

APPLICANT SIGNATURE: [Signature] DATE: 7-9-09

\*\*\*\*\*

OFFICE USE ONLY

CITY COUNCIL APPROVAL REQUIRED? YES \_\_\_\_\_ DATE SENT TO CAO: \_\_\_\_\_  
DATE APPROVED: \_\_\_\_\_

REVIEWED BY: \_\_\_\_\_ DATE: \_\_\_\_\_

EVALUATION

Compliance Problems? (Ordinance, litter, organization) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_