

Hometown Holidays  
& Parade

**Special Event Application**

Organization/Group: <u>City of Mansfield</u>		Date: <u>10-2-13</u>
Applicant: <u>Angie Henley</u>		
Applicant's Address: <u>210 Smith Street</u>		Phone No. <u>817-804-5795</u>
*Will be called for information needed and when the permit is ready for pick-up		Email: <u>angie.henley@mansfield-tx.gov</u>
Address of Event: <u>1200 E Broad St</u>		
Description & Activities: <u>Friday event music / kids activities entertainment, fireworks</u>		<u>Sat. Parade through Downtown</u>
Date of Event: <u>December 6 &amp; 7th</u>		Hours of Event: <u>5-9pm / NOON-5:00pm</u>
Public Invited or Private Party? <u>Public</u>		Estimated Number of Attendees <u>Fri 3000 / Sat 5000</u>
Is the event in a Mansfield Park? <u>NO</u>		*If yes, Insurance is required
Do you plan to Temporarily Close a Public Street? <u>Yes on Sat.</u>		*If yes, Insurance is required
Is the event on Private Property other than your own? <u>NO</u>		*If yes, signed permission is required
Will there be any new or temporary electric lines installed? <u>NO</u>		
*If yes, a registered Electrician must obtain a permit. Indicate the line locations on the site plan.		
Will you be using generators? <u>yes</u>		*If yes, show location on the site plan
Do you plan to have any Tents? <u>yes</u>		*If yes, a separate permit is required.
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>NO</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>Sat - 12/1/13 Parade Route</u>		*If yes, show on site plan where you want to close the street and a resident roster must be submitted
Police/Traffic Control/Security? <u>Ken Hopkins</u>		*If yes, attach an explanation and the name and contact number of person you are making arrangements with.
<p style="text-align: center;"><b>Please Read and Include the Following Information With This Application</b></p> <ul style="list-style-type: none"> <li>For all outdoor activities, a site plan must be attached. One can be provided if requested. You need to show where all items will be located on the site plan.</li> <li>If Insurance is required, the City of Mansfield must be listed as "Additional Insured".</li> <li>All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event.</li> </ul>		
Applicant's Printed Name:		Applicant's Signature:
<u>Angie Henley</u>		<u>Angie Henley</u>



City Council  
Park @ PSB

E BROAD ST

Barricades

Lights Lights  
P&R Booth  
Food Count  
Snow Hill  
Porta Potties  
Barricades

Toy Drive  
Lights  
Stage w/Tent

Police Tower

Generator

Santa House  
Kids Activities/Game Truck

Porta Potties  
Lights  
Bounce Houses  
Barricades

Xmas Stage  
Reindeer Tree

Open Parking

Barricades for Fireworks

Children's Crafts

Open Parking  
Movie @ 7 p.m.

Fireworks Display

Barricades

Barricades  
Set Up 12:00 at  
Friday

Fire Lane  
MUST be  
kept OPEN

SWISTERIA ST

ROAD





Mansfield Police Department  
1305 E. Broad Street, Mansfield, Texas 76063

Gary L. Fowler, Chief of Police

September 19, 2013

Clark Fulbright  
Texas Department of Transportation  
P.O. Box 6868  
Fort Worth Tx 76115

RE: Temporary closing of Business Hwy. 287 (Main Street)  
for Hometown Holiday Parade, Mansfield, Texas

Dear Mr. Fulbright:

On Saturday December 7, 2013 the City of Mansfield plans to have its Hometown Holiday Parade again on Main Street (Bus. Hwy. 287). I request that TXDOT approve the temporary closure of the highway between 12:00 pm to 4:00 pm to accommodate this community event.

The Mansfield Police Department will be in charge of traffic control and will direct vehicles to an alternate route along a local street that parallels Main Street. A map of the parade route is attached.

If you have any question, please contact Andrew Binz at 817-804-5797. Please send the letter of approval to Mr. Binz at Mansfield City Hall, 1200 E. Broad Street, Mansfield Texas 76063

Sincerely,

A handwritten signature in black ink, appearing to read "Gary L. Fowler", written over a horizontal line.

Gary L. Fowler  
Chief of Police

[info@mansfield-tx.gov](mailto:info@mansfield-tx.gov)

## 2013 Hometown Holidays Parade

Father George Foley <[georgehfoley@sbcglobal.net](mailto:georgehfoley@sbcglobal.net)>

To: Andrew Binz <[andrew.binz@mansfield-tx.gov](mailto:andrew.binz@mansfield-tx.gov)>

Wed, Jul 17, 2013 at 8:38 AM

Andrew Binz

This letter authorizes you to make use of the St Jude Parking lot facilities for the 2013 Home Town Parade. I am sure you are aware that there will be extra parking facilities to the east of the New Church. Those facilities plus the ones on Graves St and the two on Waxahachie Str are available for your use.

Once again St Jude Catholic Church is happy to host the beginning of the Home town Parade on the 7th December 2013

Fr George Foley

**From:** Andrew Binz

**Sent:** Tuesday, July 16, 2013 10:28 AM

**To:** Father George Foley

**Subject:** 2013 Hometown Holidays Parade

[Quoted text hidden]

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Follow us on [twitter.com/CityMansfieldTx](https://twitter.com/CityMansfieldTx)



### --- CONFIDENTIALITY NOTICE ---

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1200 East Broad Street, Mansfield, TX 76063  
www.mansfield-tx.gov Fax: 817-477-1416

### Temporary Tent Application

<b>Tent location Address</b>		Friday 1200 E Broad St / Mat Street		<b>Suite No.</b>		
<b>Tenant/Business</b>						
<b>Applicant*</b>					<b>Phone No.</b>	
<b>Applicant Address</b>						
*Will be called for information about the tent and when the permit is ready for pick-up						
<b>Tent Company</b>						
<b>Tent Company Name</b>		Rental Stop		<b>Contact Number</b>	817-343-5353	
<b>Company Address</b>						
<b>Purpose of Tent:</b>						
Special Event <input checked="" type="checkbox"/>		Sale or Promotion <input type="checkbox"/>		Assembly <input type="checkbox"/>		Other <input type="checkbox"/>
<b>Dates Tent will be on the Property</b>		Erected: 12/6 + 12/7		Removed: 12/6 + 12/7		
<b>Size and Height of Tent (in feet at tallest peak)</b>						
#1 Tent Size		10 x 20		Height in feet #1		
#2 Tent Size				Height in feet #2		
#3 Tent Size				Height in feet #3		
<b>Please read and Include the Following Information With This Application</b>						<b>Permit Fee \$60</b>
1. <b>SITE PLAN:</b> You must include a site plan showing where the Tent(s) will be located on the property. You need to indicate the distance from any structures and the property lines.						
2. <b>FLOOR PLAN:</b> Provide a simple floor plan for each tent showing the tables, chairs, stages, width of aisles, exits, etc. Note if the Tent sides will be Up or Down.						
3. <b>FLAME RESISTANT CERTIFICATE:</b> You must attach a Flame Resistant Certificate for the specific tent you are renting. The Tent Company can provide this.						
4. <b>NOTE:</b> Temporary tent sales by retail establishments or tent assemblies may be permitted for a period not to exceed thirty (30) days and <u>no more than once a year</u> . No tents or similar structures shall be erected in any required yard setbacks or designated easements.						
<b>Applicant's Printed Name</b>		Angie Henley Angie Henley				
<b>Applicant's Signature</b>		Angie Henley				
<b>Property Owner/Manager Printed Name</b>						
<b>Property Owner/Manager Signature</b>		*REQUIRED				

# tentnology®

International Tentnology Corp.  
15427 - 66<sup>th</sup> Ave.  
Surrey, BC, Canada V3S 2A1  
tel: 604 597-8368 fax: 604 597-8749

TO WHOM IT MAY CONCERN

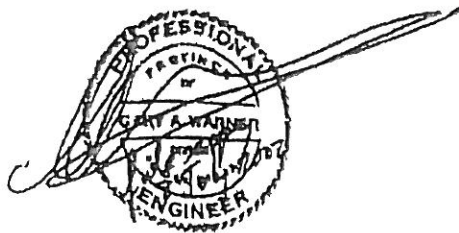
## FLAME RETARDANCY

This is to certify that the fabric used to manufacture Tentnology® Marquee, Saddle Span, Mega and Max Headroom tents and fabric structures satisfies the following specifications for flame retardancy:

ULC S109 M 1987  
NFPA 701 Large Scale Test  
State of California Fire Marshall  
Underwriters Laboratory - Method 214  
National Coal Board Specification 245/1961 for flame retardancy

Tentnology® tents with Tentnology original manufactured parts display the flame certificate on the label for the first two of these - Underwriter's Laboratory and National Fire Prevention Association.  
Mega tents also satisfy European M2 requirements & display the mark on the selvage edge of the fabric seams.

Yours truly,  
TENTNOLOGY CO.



toll free Order line Canada & USA 1 800-663-8858

International + 800-627-78337

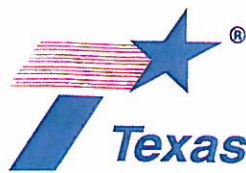
[tent@tentnology.com](mailto:tent@tentnology.com)

<http://www.tentnology.com>





## Parade Route & Tent Location



125 EAST 11<sup>TH</sup> STREET | AUSTIN, TEXAS 78701-2483 | (512) 463-8700 | WWW.TXDOT.GOV

October 8, 2013

Mr. Andrew Binz  
City of Mansfield  
1200 E. Broad St.  
Mansfield, Texas 76063

Dear Mr. Binz:

Enclosed is your approval for the City of Mansfield Hometown Holiday Parade that involves closing part of BU 287P from Dallas Street to Oak Street on Saturday, December 7, 2013 between 12:00 pm and 4:00 pm. Have a safe and successful parade.

Should you have any further questions regarding this matter, please contact; Traffic Operations – TxDOT Fort Worth District, 2501 SW Loop 820, Fort Worth, TX 76133 or contact Clark Fulbright at (817) 370-6771.

Sincerely,

Theresa A. Lopez, P.E.  
Director of Transportation Operations  
TxDOT – Fort Worth District

DCFJ  
Enclosures

CC: Greg Cedillo, P.E., South Tarrant County Area Office Engineer  
Ralph Garza, South Tarrant County Maintenance Supervisor





**Mansfield Police Department**  
**1305 E. Broad Street, Mansfield, Texas 76063**

Gary L. Fowler, Chief of Police

September 19, 2013

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P.O. Box 6868  
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Sincerely,

Gary L. Fowler  
Chief of Police

**APPROVED**

*Clark Fulbright 10-8-13*