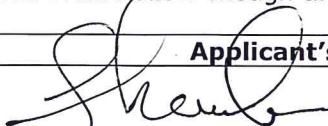


Special Event Application

Organization/Group: <u>City of Mansfield</u>		Date: <u>7.3.2019</u>
Applicant: <u>Theresa Cohagen</u>		
Applicant's Address: <u>1164 Matlock Rd</u>		Phone No. <u>817.728.3389</u>
*Will be called or emailed for more information needed and/or when the permit is ready for pick-up		Email: <u>Theresa.cohagen@mansfieldtexas.gov</u>
Address of Event: <u>Main / Broad (Historic Downtown Mansfield)</u>		
Description & Activities: <u>Music Alley - 4 stages to be held downtown.</u>		
Date of Event: <u>Sept 7, 2019</u>		Hours of Event: <u>4-10p.m.</u>
Public Invited or Private Party? <u>Public Invited</u>		Estimated Number of Attendees <u>7,000</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</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>By tents</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 pop-up canopies?		
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>Police traffic signs.</u>		*If yes, a separate permit is required
City of Mansfield Assistance Requested:		
Barricades/ Street Closure? <u>red line is (ABC permit) and modulocked fence.</u>		*If yes, show on site plan where you want to have barricades. A resident roster must be submitted for a block party.
Police/Traffic Control/Security? <u>yes. Mac Bennett</u>		*If yes, attach an explanation and the name of the person you are working with
<p>Please Read and Include the Following Information With This Application</p> <ul style="list-style-type: none"> 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. If Insurance is required, the City of Mansfield must be listed as "Additional Insured". All documents must be turned in at the same time. Please allow enough time for review and approval before the date of your event. 		
Applicant's Printed Name:		Applicant's Signature:
<u>Theresa Cohagen</u>		



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

Temporary Tent Application

Tent location Address		B/S - on Map		Suite No.	
Tenant/Business					
Applicant*	Music Alley - Theresa cohagen		Phone		
Applicant Address			Main / Broad.		
E-mail					
*Will be called for questions and/or when the permit is ready for pick-up					
Tent Company					
Tent Company Name		Rental Stop		Contact Number	972.336.0059
Company Address		2935 Eagle Drive, Grand Prairie, Tx 75052			
Purpose of Tent:					
Special Event	<input checked="" type="checkbox"/>	Sale or Promotion	<input type="checkbox"/>	Assembly	<input type="checkbox"/>
Other	<input type="checkbox"/>				
Dates Tent will be on the Property		Erected:		Removed:	
		9/7/2019		9/7/2019.	
Size and Height of Tent (in feet at tallest peak)					
#1 Tent Size	20x20 tents		Height in feet		
#2 Tent Size	12x12 tents		Height in feet		
#3 Tent Size			Height in feet		
Please read and Include the Following Information With This Application					
					Permit Fee \$60
1. SITE PLAN: 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. FLOOR PLAN: 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. FLAME RESISTANT CERTIFICATE: You must attach a Flame Resistant Certificate for the specific tent you are renting. The Tent Company can provide this.					
4. NOTE: 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.					
Applicant's Printed Name & Date		Theresa cohagen			
Applicant's Signature		Theresa Cohagen			
Property Owner/Manager Printed Name					
Property Owner/Manager Signature		*REQUIRED			

AGREEMENT TO ASSIST AT SPECIAL EVENT

Special Event Name and Date: Music Alley

Name of Group Assisting:

City of Mansfield, Mansfield Commission for the Arts.

☒ Mansfield Police

☐ MISD Police

☐ Constable Office

☐ Other _____

Please check all that apply:

☒ We have an agreement to be Traffic Officers for this Special Event.

☐ We have an agreement to be Security Officers for this Special Event.

☐ Other:

Mac Bennett - is the officer assigned to the event.

Signature

Printed Name/ Job Title

Mailing Address

_____ / _____

Contact Phone Number

E-mail

SPECIFIC RULES AND REGULATIONS

FIRE SAFETY: Contact Mansfield Fire Admin for questions 817-276-4790

- 1) Fire hydrants and fire lanes may not be blocked.
- 2) No campfires or open burning is permitted.

FOOD/BEVERAGES: Tarrant County Health Department 817-321-4960

- 1) For information concerning food / beverage permit requirements.

LIABILITY INSURANCE: Contact Mansfield City Secretary 817-276-4204 for specific questions

- 1) For events that will take place on city properties, regardless of crowd size, liability insurance policy with limits of \$1,000,000 will be required listing City of Mansfield as "additional insured".

PUBLIC PROPERTIES (PARKS): Contact Mansfield Activities Center 817-453-5420

- 1) You may not charge a fee to enter any public properties unless approved by the City Council.
- 2) Reservations for pavilions and athletic fields must be done at the Mansfield Activities Center before the special event application is submitted and approved.

PRIVATE PROPERTIES:

- 1) If the event is being held on private property (i.e. Retail center parking lot), a site plan showing the location of all activities is required along with a signed permission form from the property owner or manager.
(A site plan can be provided upon request)

TEMPORARY TENTS, PROMOTIONAL SIGNS, TEMPORARY ELECTRIC, GENERATORS:

Contact Development Services (817) 276-4221 for any questions

- 1) If the event requires temporary electric wiring (i.e. for lighting) a registered electrician must obtain the necessary permit. Note any generator locations on the site plan if they plan to be used.
- 2) For any Temporary Tents or Promotional Signs, separate permits must be obtained.

STREET CLOSURES: Contact David Boski in Public Works at 817-276-4208 for any questions

- 1) You may not close a **major** street or the **primary access** to a subdivision. You cannot block off only the middle portion of a street, it must be the entire block.
- 2) A site plan and a resident signature roster must be submitted
- 3) Streets may only be blocked off using barricades or cones; vehicles must not be used. Streets must be accessible by emergency vehicles. A maximum of 4 barricades is allowed.
- 4) Tents, Bounce Houses, Canopies or temporary structures are not permitted on public streets.

TRAFFIC CONTROL/ SECURITY ASSISTANCE/ NOISE ORDINANCE:

Contact Mansfield Police Department, Assistant Chief of Police Kyle Lanier 817-473-9381 for any questions

- 1) For traffic control or security assistance, you must make arrangements through the Mansfield Police Department at your own cost.
- 2) If you plan to use MISD police or any other group for assistance, please attach a written statement from them.
- 3) Note that a Special Event Permit does not give you permission to disobey any City Rules or Regulations. The noise ordinance is still applicable and is enforced through the Mansfield Police Department.
 - a) 130.7.2 Noises Disrupting the Peace- Radios, phonographs and the like. The use or operation of any radio receiving set, musical instrument, phonograph or other machine or device for the producing or reproducing of sound in such manner as to disturb the peace, quiet and comfort of the neighboring inhabitants or at any time with louder volume than is necessary for convenient hearing for the person of normal hearing who is in the room, vehicle or chamber in which the machine or device is operated and who is a voluntary listener there to or allowing the use or operation. The operation of any set, instrument phonograph, machine or device between the hours of 11:00 p.m. and 7:00 a.m. in a manner as to be plainly audible at a distance of 50 feet from the building, structure or vehicle in which it is located shall be prima facie evidence of a violation of this section.
 - b) Penal Code-Title 9 Chapter 42.01 (a) (5) makes unreasonable noise in a public place other than a sport shooting range, as defined by Section 250.001, Local Government Code, or in or near a private residence that he has no right to occupy.



Smith ST. Arcade and VIP exp.

Electric Avenue Green Room ?

ping Pong /
Beach

-  Beer Tent
-  Restroom
-  Food Vendor
-  Stages (1 Main, 2 dance, 3 Farr Best, 4 Cinderblock)

Certificate of Flame Resistance



REGISTERED
APPLICATION
CONCERN No.
F419.01

ISSUED BY
California Combining Corp
5607 S. Santa Fe Ave
Los Angeles, CA 90058 USA

Date treated or
manufactured
July 30, 2010

This is to certify that the materials described on the reverse side hereof have been flame-retardant treated (or are inherently nonflammable).

FOR Ideal Canopy ADDRESS Unit 2 8500 River Rd
CITY Delta, B.C. STATE V40 1B5 Canada

Certification is hereby made that (Check "a" or "b")

- ☐ (a) The articles described on the reverse side of this Certificate have been treated with a flame-retardant chemical approved and registered by the State Fire Marshal and that the application of said chemical was done in conformance with the laws of the State of California and the Rules and Regulations of the State Fire Marshal.

Name of chemical used.....Chem. Reg. No.....

Method of application.....

- ☒ (b) The articles described on the reverse side hereof are made from a flame-resistant fabric or material registered and approved by the State Fire Marshal for such use.

Trade name of flame-resistant fabric or material used LAM TEX Reg. No. F419.01

The Flame Retardant Process Used WILL NOT Be Removed By Washing
(will or will not)

Kirill Lesov
Name of Applicant or Production Superintendent

By Cathy Dior
Title Secretary Treasurer

009
PAGE 05/07

CONTROL NO. 073010

CUSTOMER ORDER NO. Raj

CUSTOMER INVOICE NO. 99375

YARDS OR QUANTITY 3020

COLOR

STYLE 15x61 B/O Polish

DATE PROCESSED July 30, 2010

CALIFORNIA COMBINING