



1200 East Broad Street, Mansfield, TX 76063

www.mansfieldtexas.gov Email: jennifer.johnston@mansfieldtexas.gov

Special Event Application

Organization/Group: <u>Shivers Snowcones</u>	Date: <u>3/8/22</u>
Applicant: <u>Will Eubanks</u>	
Applicant's Address: <u>500 S. Main, Mansfield, TX 76063</u>	Phone No. <u>972-768-0840</u>
Name of the Event: <u>Shivers Snowcones</u>	Email: <u>will@eubanksappraisals.com</u>
Address of Event: <u>138 N. Main, Mansfield, TX 76063</u>	
Description & Activities: <u>Snowcone stand intended to increase foot traffic in historic Downtown.</u>	
Date of Event: <u>5/1/22 - 8/31/22</u>	Hours of Event: <u>12PM-9PM</u>
Public Invited or Private Party? <u>Public</u>	Estimated Number of Attendees
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>no</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>no</u>	*If yes, show location on the site plan
Do you plan to have any Tents? <u>no</u>	*If yes, a separate permit is required.
Do you plan to have any pop-up canopies? <u>no</u>	
Do you plan to have any Promotional Signs? (banners, streamers, balloons) <u>yes</u>	*If yes, a separate permit is required
City of Mansfield Assistance Requested:	
Barricades/ Street Closure? <u>no</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>no</u>	*If yes, attach an explanation and the name of the person you are working with
Please Read and Include the Following Information With This Application	
<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>Will Eubanks</u>	<u>Will Eubanks</u>



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Promotional Signage Display Application

Installation Address: 138 N Main St.	Suite No.:
Tenant/Business: Shivers Snowcones	
Applicant*: Will Eubanks	Phone No.: 972-768-0840
Email: will@eubanksgappraisals.com	
*Will be contacted for any questions and/or when the permit is ready for pick-up	

Sign Company			
Name:		Contact Name:	
Address:	City:	State:	Zip:
Phone No.:	Email:		

Purpose of Sign			
Special Event <input checked="" type="checkbox"/>	Sale or Promotion <input type="checkbox"/>	Grand Opening <input type="checkbox"/>	Other <input type="checkbox"/>
Date Requesting* Display to Begin: 5/1/22		*signs are not allowed to be installed until permit is issued and paid for	

Type of Sign (limited to a max. of one (1) inflatable sign <u>OR</u> three (3) of any other type of temporary sign per display)			
Banner <input checked="" type="checkbox"/>	Quantity: 1	Size of Sign in Sq Ft: 70	Height and Width in Ft: 10 x 2
Inflatable* <input type="checkbox"/>	Max. 1	Height and Width in Ft:	
Wind Signs <input type="checkbox"/>	Quantity:	Height and Width in Ft.	
Other <input type="checkbox"/>	Quantity:	Type:	Size/Height:

*Inflatable signs shall be ground-mounted and are subject to setback regulations as outlined in Sect. 7100, K, 2, h of the Zoning Ordinance

Please read and Include the Following Information With This Application THIS PERMIT APPLICATION WILL BE AUTOMATICALLY <u>DENIED</u> IF ALL INFORMATION IS NOT COMPLETED/PROVIDED.	
1. SIGN CONTENT: For all signs, include a simple drawing, rendering, or attach a picture of the sign, showing sign content and dimensions. List everything that you plan to put up for the promotion.	
2. SITE PLAN SHOWING LOCATION OF SIGN(S):	
A. For promotional signage affixed to the building, include a drawing of the face of the building with the sign(s). Label dimensions of building(s) and sign(s).	
B. For all other signs, show the sign and its relation to the building on the property and to the lot boundaries. Label distances of sign(s) from building and lot boundaries.	
3. NOTE: One promotional signage display, (temporary signs such as banners, search lights, pennants, spinners, balloons, streamers or any kind of wind sign) is permitted three (3) times in a calendar year, for a maximum of fourteen (14) consecutive days. A minimum of ninety (90) days is required between each display. One (1) Grand Opening display is allowed for a period of twenty-one (21) consecutive days within the first three (3) months of the date of issuance of a certificate of occupancy or business license.	Permit Fee \$40

Applicant Signature	<i>[Signature]</i>	Date: 4/21/22
Property Owner/Mgr Signature *REQUIRED	<i>[Signature]</i>	Date: 4/21/22

FOR OFFICE USE	
Comments	



