



SPECIAL EVENT PERMIT APPLICATION

Submit application at least 30 days prior to the event.
 The approval process can take up to thirty (30) days. Please plan with this time in mind when making commitments, advertising, etc.
 Please read PAGE 3 before completing this application.

EVENT INFORMATION

NAME OF EVENT: Dinner on First

DATE(S) OF EVENT: May 18, 2023

TIME(S) OF EVENT: 6pm - 11pm

EVENT TYPE:

5K/10K Run → Must call City Hall at 256-775-7104 re: route.

Parade/Procession

Race/Ride

Festival/Concert

Protest/Picket/Rally → Must call CPD (256-734-1434) for rules.

Block Party

Other _____

DESCRIPTION OF EVENT: _____
Farm to table event down 1st Ave in the Warehouse District area

SIZE OF EVENT (Expected Maximum Attendance)

Small Event (<500 persons)

Medium Event (500-5000 persons)

Large Event (5000+ persons)

! For large events, event safety and operational plans **MUST** be submitted with this application.

TYPE OF PROPERTY TO BE USED: (Check all that apply.)

Public Street and/or Sidewalk

City Park/Recreational Facility

! Parks/Recreational Facilities **MUST** be reserved through CPRST **BEFORE** submitting this application (see page 6).

Name of Park or Facility: _____
 Name of CPRST employee who authorized use: _____

Property Owned by Someone Else

! Property Owner/Manager **MUST** authorize use of property. Page 8 is provided for this purpose, if needed.

Name of Owner/Manager: _____
 Is the Owner/Manager's written authorization attached?
 _____ YES _____ NO

- EVENT ORGANIZER -

Name: Christy Turner

Title: Recreational Development Director

Organization: CPRST

Address: 703 2nd Ave NE

Phone Number(s): 256-734-9157

Email Address(es): cturner@cprst.org

- FOR ADMINISTRATIVE USE ONLY -
DATE SUBMITTED: March 24, 2023/pl

DEPARTMENTAL INITIAL REVIEWS

MAYOR'S OFFICE

Approved Conditionally Approved Denied

Comments/Concerns: _____

Woody Jacob 3/30/23
 Mayor Date

POLICE DEPARTMENT

Approved Conditionally Approved Denied

Comments/Concerns: _____

O. Mann 3-28-23
 Police Chief or Designee Date

FIRE DEPARTMENT

Approved Conditionally Approved Denied

Comments/Concerns: _____

[Signature] 3-28-23
 Fire Chief or Designee Date

CPRST

Approved Conditionally Approved Denied

Comments/Concerns: _____


[Signature] 3-22-23
 CPRST Director or Designee Date


EVENT LOCATION & ADDRESS (attach map or diagram): 1st Ave from Flavors Bakery to Arnold Street

1. IS THIS A 501(c)(3) CHARITY EVENT? YES NO

If YES: _____
Entity Name 501(c)(3) Number

2. ARE YOU REQUESTING THE CLOSING OF PUBLIC STREETS OR SIDEWALKS? YES NO

 If event involves closing streets or sidewalks, you MUST have written approval of all property owners/managers or residents affected by the closing. Page 7 is provided for this purpose, if needed.

 You MUST ensure that adequate ingress and egress paths for fire, medical, and police emergency response is maintained at all times; coordinate closely with local public safety officials; and follow all rules, regulations, ordinances, and adopted codes of the City of Cullman and the State of Alabama.

If YES, list streets/sidewalks to be closed (attach map or diagram). 1st Ave from Flavors Bakery to Arnold Street

3. WILL YOU REQUIRE THE USE OF CITY-OWNED BARRICADES? YES NO

Event organizer shall be responsible for arranging use of city barricades and paying applicable costs (see page 6).


4. WILL YOUR EVENT INCLUDE AMPLIFIED MUSIC/SPEAKING OR OTHER EXCESSIVE NOISE? YES NO

 Events involving amplified music, speaking, or other excessive noise as defined by the City's noise ordinance shall conclude by 10PM, unless otherwise noted. Complaints will be investigated by the Cullman Police Department.

If YES, describe: Amplified music

5. WILL ALCOHOL BE SERVED DURING THIS EVENT? YES NO

 If YES, you MUST CONTACT CPRST (256-734-9157) BEFORE SUBMITTING THIS APPLICATION! Also, any event involving alcohol require a minimum of two (2) police officers on site at the expense of the event organizer.

 Have you contacted CPRST concerning serving alcohol at your event? YES NO

6. WILL YOUR EVENT INCLUDE FOOD OR DRINK VENDORS? YES NO

Event organizer shall be responsible for obtaining all necessary permits, licenses, and permissions. (See page 6.)

7. WILL ANY VENDORS BE USING FOOD TRUCKS AT THE EVENT? N/A YES NO

Food truck vendors are required to have a current inspection on file with the Fire Marshal's office (See page 6.)

8. WILL YOUR EVENT INCLUDE VENDORS OF CRAFTS OR OTHER ITEMS? YES NO


Event organizer shall be responsible for obtaining all necessary permits, licenses, and permissions. (See page 6.)

9. WILL YOUR EVENT INVOLVE PYROTECHNICS (fireworks, etc.)? YES NO

Per City Ordinance, this application must be submitted to the City Council for approval 30 days prior to the date of the event and the event planner is required to contact the Fire Marshal's office regarding additional city and state requirements. (See page 6.)

10. ARE YOU REQUESTING POLICE SERVICES OR ARE POLICE SERVICES REQUIRED? YES NO


If YES, how many are you requesting? 2

 A minimum of two (2) officers on site is required at events involving alcohol, at the event organizer's expense. Police Chief has final discretion on what police services, and how many officers, are required. (CPD contact info on Page 6.)

OFF DUTY POLICE RATES PER HOUR	
\$35.00	NORMAL RATE
\$40.00	RATE IF ALCOHOL SERVED
- MINIMUM 4 HOURS -	

11. ARE YOU REQUESTING FIRE AND/OR EMT SERVICES? YES NO

If YES, how many are you requesting? _____

 Fire/EMT personnel are provided at event organizer's expense. Fire Chief has final discretion on what services and personnel are required. AMBULANCE TRANSPORT IS NOT INCLUDED. (CFR contact info on Page 6.)

OFF DUTY FIRE/EMT RATES PER HOUR	
\$35.00	NORMAL RATE
\$40.00	RATE IF ALCOHOL SERVED
- MINIMUM 4 HOURS -	

12. WILL YOUR EVENT INVOLVE THE USE OF PORTABLE TOILETS? YES NO

Event organizer shall be responsible for obtaining all necessary permits, licenses, and permissions. (See page 6.)

13. ANY ADDITIONAL COMMENTS, INFORMATION, OR REQUESTS? YES NO

Event organizer is responsible for coordinating and paying costs associated with any assistance needed from city departments upon event approval.
City of Cullman | CullmanAL.gov | 256-775-7109 | cityhall@cullmanal.gov | 204 2nd Avenue NE | P.O. Box 278 | Cullman, AL 35056



STREETS TO BE CLOSED AT 9:00PM ON WEDNESDAY, MAY 17, 2023