



# APPLICATION FOR A SPECIAL EVENT PERMIT

Date: April 13, 2020

Date of Application: 3/27/2020

Event Title or Type: Groove City Cultural FEST

Location of Event: Pine Street - between Elm & Washington Streets

Date(s) of Event: Saturday, August 15<sup>th</sup> 2020

Hours of Event (Actual): 1pm - 7pm

Name of Applicant: Sheila Jones Title: Treasurer

If representing an organization or company, name(s): Groove City Black Heritage and Culture Group

Signature of Applicant: \_\_\_\_\_

If application is presented on or behalf of 1 or 2 businesses only, list names of business(es):

\_\_\_\_\_  
\_\_\_\_\_

Address of Applicant: PO Box 524

Telephone: 413-205-3672 Email: [office.groovecitycutlurefest@gmail.com](mailto:office.groovecitycutlurefest@gmail.com)

Expected attendance: 2000

Is a street closing being requested? Yes  (show on map) No

If yes, what street(s) Pine Street - between Washington & Elm Streets

If yes, indicate street closure & reopen times (include set up and breakdown time): 10am - 8pm Washington & Elm Streets ; 8pm - Midnight Cedars & Pine Streets (600 Block of Pine only)

Is staging or a platform required? Yes  (show on map) No  Amplification: Yes  No

If event is on private property, name of Property Owner: \_\_\_\_\_

Will trash barrels & pick-up be provided by event holder? Yes  No

Will portable toilets be provided? Yes  (show on map) No

Will Tent be erected? Yes  (show on map) No

Will food be prepared on the premises? Yes  No

Will alcohol be served? Yes  No



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## ROAD RACE, WALK-A-THON, ETC.

On Roadway? Yes  No

On Sidewalk? Yes  No

Will temporary signs be posted? Yes  No

**\*\*\*Signs must be removed by the following business day; no paint is allowed on streets or sidewalks.\*\*\***

Specific Route:

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I attached a map showing locations of street closures, vehicles and temporary structures.

For new events, I have attached documentation of notification of the application to all affected businesses and residents, and attest that a majority have supported and/or not objected to this event.

I have read & agree to the City's Street Closures Policy.

### FOR OFFICE USE ONLY

Conditions of Special Event Permission: 

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Police Costs: \$ \_\_\_\_\_ DPW Costs: \$ \_\_\_\_\_ Other Costs: \$ \_\_\_\_\_

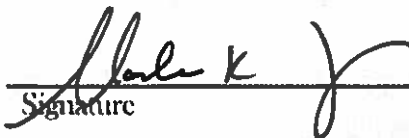
TOTAL COSTS REQUIRED BY CITY COUNCIL: \$ \_\_\_\_\_

#### Recommendations:

Cambridge Police Department Approval  Denial

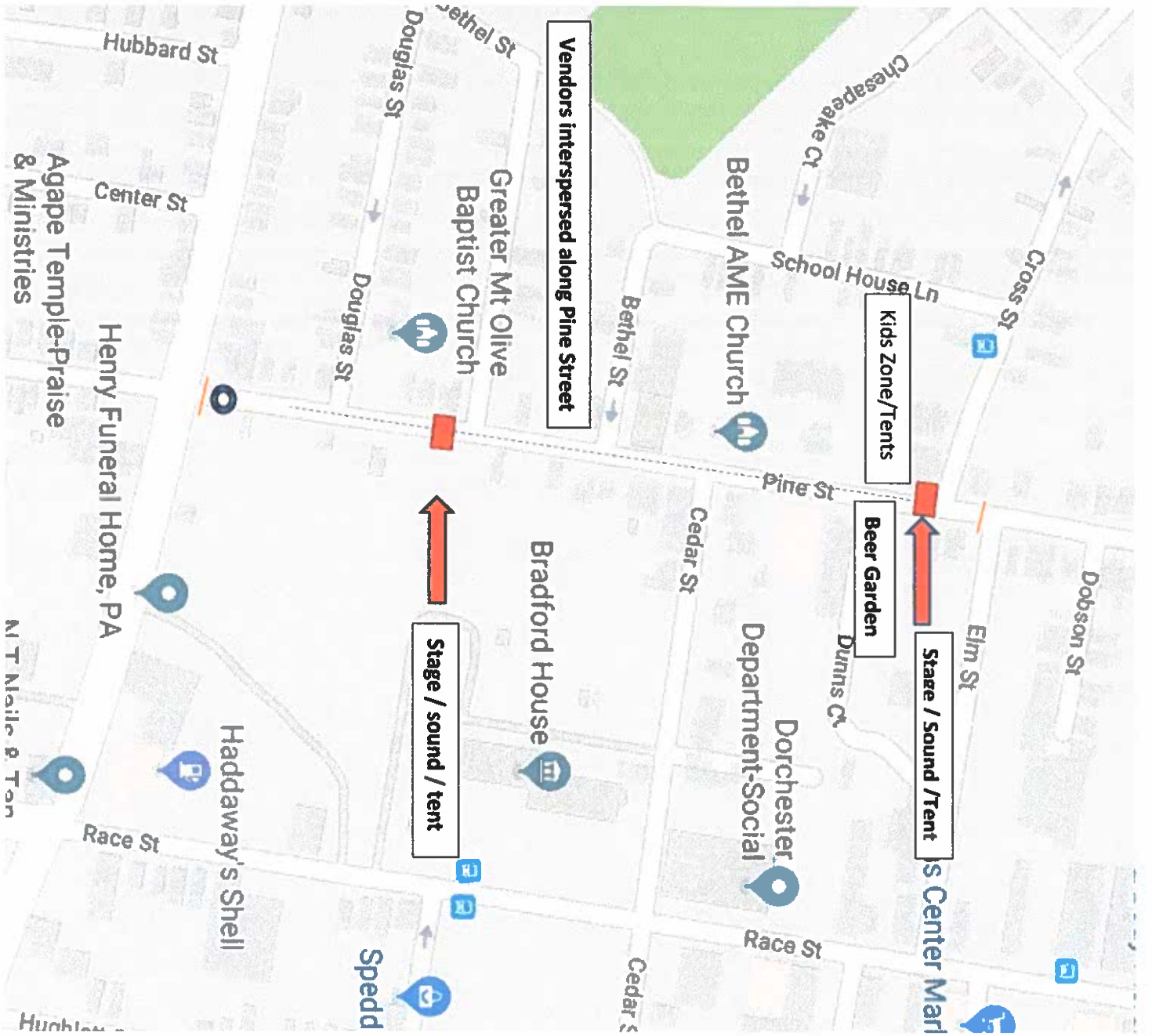
Rescue Fire Department Approval  Denial

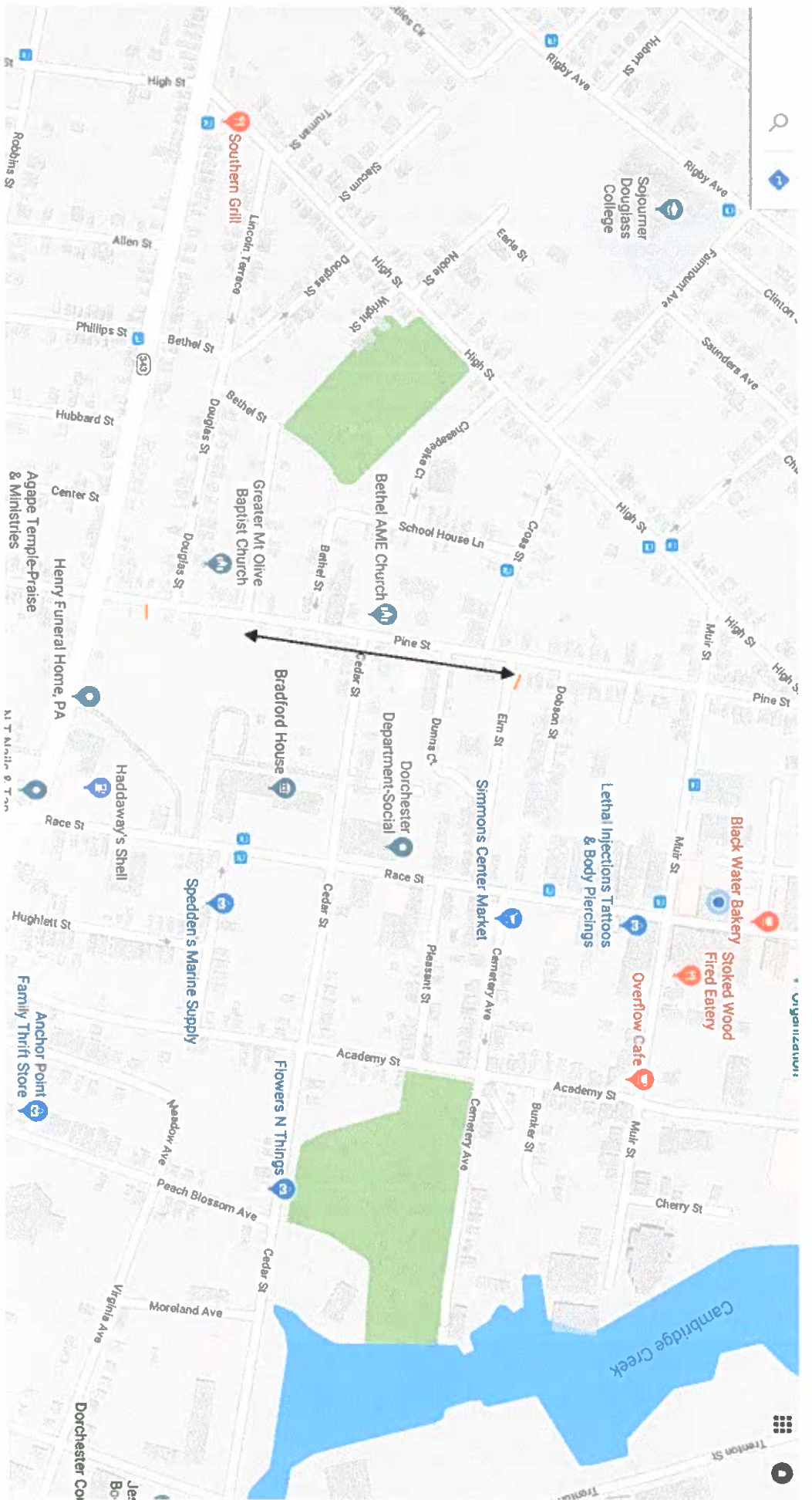
Public Works Department Approval  Denial

  
Signature

Signature

Signature





**General area – showing scope of street closure request from 10 am to 8pm**



Groove City Black Heritage and Culture Group  
PO Box 524  
Cambridge, MD 21613

March 27, 2020

City of Cambridge  
Honorable Mayor and City Council Commissioners  
410 Academy Street  
Cambridge, MD 21613

Honorable Mayor and Council Members:

Groove City Black Heritage and Culture Group is excited to present you with an application to host our 2020 Groove City Culture Fest.

Attached are materials requesting the event for Saturday, August 15<sup>th</sup> 2020 along Pine Street. The planning committee has been working diligently to bring another successful GCCF to Cambridge.

The focus of the event is a cultural festival that will engage and inspire all parts of the community, celebrates black culture, and which will work to bring visitation from within the community as well as outside the community to Pine Street.

We appreciate your consideration and look forward to hearing from you soon. Should you have any questions or need additional information, please contact Veronica Taylor Board President 443-521-1016 or myself Sheila Jones, Board Treasurer 443-205-3672 or [office.groovecityculturefest@gmail.com](mailto:office.groovecityculturefest@gmail.com).

Sincerely,

Sheila Jones