



Agenda Item No. 4

Date 03-14-2016

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 2-17-16

Event Title or Type: Dorchester Family YMCA Crab Run

Location of Event: Dorchester YMCA

Date(s) of Event: April 2, 2016

Hours of Event: 7:30 am - 12:00pm

Organization/Corp. Name: Dorchester Family YMCA

Signature of Holder of Event: Tracy Tracy

Printed Name: Tracy Tracy Title: C.O.O.

Address of Holder of Event: 201 Talbot Ave Cambridge, MD

Business Telephone: 410-221-0505 Residence Telephone: _____

Is Organization Non-Profit? Yes No Is there a charge for admission? Yes No

Is event to on City, State, or Private Property? _____ Name of Property Owner: Dorchester YMCA

Will Trash Barrels & Pick-up be provided? Yes No If outdoors, will toilet facilities be provided? Yes No

Is water available at event? Yes No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): water coolers

Will a tent be erected? Yes No (Include on plan)

Expected Attendance: 500 Venue Seating Capacity: _____

Is parking available? Yes No For how many vehicles? _____

Is staging or platform required? Yes No Amplification? Yes No

List types of musical instruments: Start/Finish line announcements & acoustic guitar

Are required approvals attached, e.g., State, County? Yes No

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

If yes, indicate closure time (consider set up and breakdown time): _____

Will food be prepared on the premises? Yes No

If yes, is County Health Dept. Inspection Approval attached? Yes No

Will alcohol be served? Yes No

If yes, please attach a copy of the county liquor license
If no, please submit a copy after you receive it

ROAD RACE, WALK-A-THON, ETC.

On Roadway Yes No

On Sidewalk Yes No

Will notification be made to residents along the route? 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: see map

-FOR OFFICE USE ONLY-

City Manager Approved/Denied: _____ Date: _____

Special Conditions, if : _____

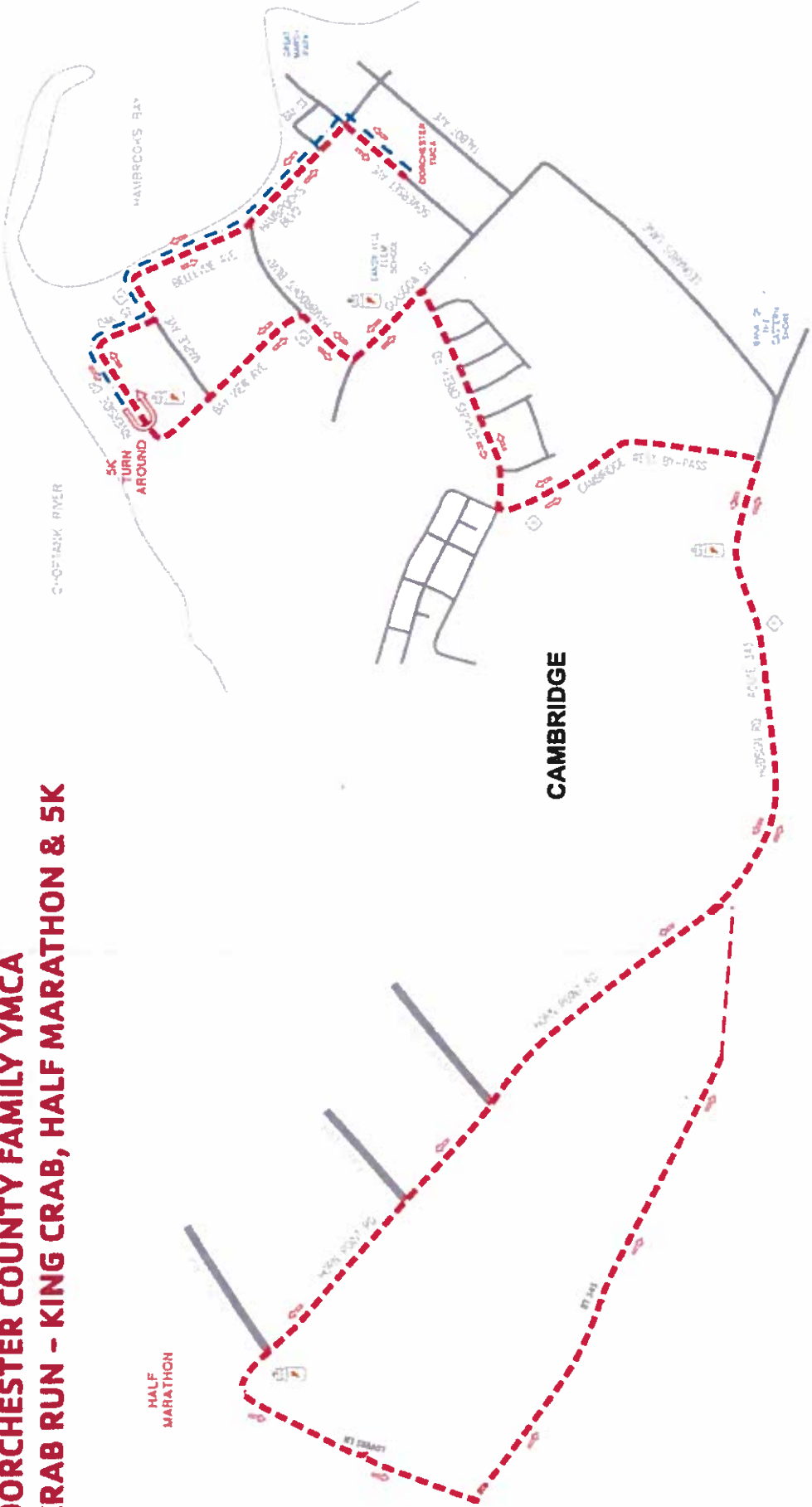
Police Detail Estimated Cost: \$ 450. DPW Personnel Estimated Cost: \$ _____


Cambridge Police Department: Approved: Denied: Signature: [Signature]

Rescue Fire Department: Approved: Denied: Signature: [Signature]

Department of Public Works: Approved: Denied: Signature: [Signature]

DORCHESTER COUNTY FAMILY YMCA CRAB RUN - KING CRAB, HALF MARATHON & 5K



-  5K
-  HALF MARATHON
-  AID STATION



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FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

**MARYLAND STATE HIGHWAY ADMINISTRATION
SPECIAL EVENT PERMIT
PRELIMINARY DATA SHEET**

Event: Dorchester YMCA Crab Run
 Start Date: 4-2-16 End Date: 4-2-16
 Start Time: 7:30 am End Time: 12:00 pm
 Purpose/Type: Half Marathon & 5K Fundraiser
 Sponsor: Dorchester YMCA
 Contact: Tracy Tracy Daytime Phone: 443-521-9175
 Evening Phone: "
 Email Address: ttracy@dorchesterymca.org

No. of Participants: ~500 No. of Vehicles: N/A

Proposed Route: See attached map
 (Written Description)

Start at YMCA, Somerset to Hambrook/Belleme, Maple, Oak, Riverside (turn around 5K), Bay View, Hambrook, Glasgow, Jenkins Creek, Overpass, RT 343, Horn Point, Lanes Lane, 343

PLEASE ATTACH A MAP OF YOUR ROUTE

PLEASE CHECK ALL OF THE COUNTIES THROUGH WHICH YOU WILL BE PASSING

- | | | |
|------------|---|--|
| DISTRICT 1 | Dorchester County <input checked="" type="checkbox"/> | Somerset County <input type="checkbox"/> |
| | Wicomico County <input type="checkbox"/> | Worcester County <input type="checkbox"/> |
| DISTRICT 2 | Caroline County <input type="checkbox"/> | Cecil County <input type="checkbox"/> Kent County <input type="checkbox"/> |
| | Queen Anne's County <input type="checkbox"/> | Talbot County <input type="checkbox"/> |
| DISTRICT 3 | Montgomery County <input type="checkbox"/> | Prince George's County <input type="checkbox"/> |
| DISTRICT 4 | Baltimore County <input type="checkbox"/> | Harford County <input type="checkbox"/> |
| DISTRICT 5 | Anne Arundel County <input type="checkbox"/> | Calvert County <input type="checkbox"/> |
| | Charles County <input type="checkbox"/> | St. Mary's County <input type="checkbox"/> |
| DISTRICT 6 | Allegany County <input type="checkbox"/> | Garrett County <input type="checkbox"/> Washington County <input type="checkbox"/> |
| DISTRICT 7 | Carroll County <input type="checkbox"/> | Howard County <input type="checkbox"/> Frederick County <input type="checkbox"/> |

& back to the YMCA

Will you be occupying all or part of a highway travel lane? _____

If so, where? _____

Will you need Maryland State Police assistance? no

Will you need Local Police assistance? yes

MARYLAND STATE HIGHWAY ADMINISTRATION

SPECIAL EVENT PERMIT

SIGNATURE SHEET

SPONSOR'S ACKNOWLEDGEMENT

I/We hereby affirm that the **SPONSOR** of this **EVENT** and all **PARTICIPANTS** will comply with the Laws of the State of Maryland and any applicable county and municipal statutes and ordinances and will adhere to the terms and conditions set forth in this **PERMIT**. My/Our signature(s) below confirm that the **SPONSOR** and all **PARTICIPANTS** agree to hold harmless from any liability, incurred by them or to others associated with this **EVENT**, the various governmental agencies providing assistance for this **EVENT**. The **SPONSOR** may be required to obtain Liability and Property Damage Insurance with limits of at least \$300,000 per incident/\$1,000,000 aggregate.

SPONSOR: Dorchester County Family Ymca
PLEASE PRINT NAME

REPRESENTATIVE: Tracy Tracy
PLEASE PRINT NAME

SIGNATURE: Tracy Tracy
PLEASE SIGN

TERMS AND CONDITIONS

- 1) This **EVENT** shall adhere to the route, number of participants and vehicles (not more than 10% higher than the numbers on this Permit), date(s) and times shown on the attached _____ sheet(s).
- 2) The **SPONSOR** shall ensure that the approved **TRAFFIC CONTROL PLAN** is followed.
- 3) Additional stipulations: _____

AGENCY APPROVALS

Local Government (_____): _____

	SIGNATURE	PRINTED NAME	DATE
Local Government (<u>DO</u>)	<u>[Signature]</u>	<u>Capt Rickwood</u>	<u>2/17/16</u>
	SIGNATURE	PRINTED NAME	DATE

Local Government (_____): _____

	SIGNATURE	PRINTED NAME	DATE
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Maryland State Police: _____

	SIGNATURE	PRINTED NAME	DATE
--	-----------	--------------	------

State Highway Administration: _____

	SIGNATURE	PRINTED NAME	DATE
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FOR YOUTH DEVELOPMENT*
FOR HEALTHY LIVING
FOR SOCIAL RESPONSIBILITY

City of Cambridge
410 Academy Street
Cambridge, MD 21613

February 19, 2016

To Whom it May Concern:

Thank you for considering the application for the Dorchester County Family YMCA Crab Run Half Marathon and 5K on Saturday, April 2.

2016 marks the 7th Crab Run, the event serves as a fundraiser for the Dorchester Family Y. The event was not held in 2015 because the Y had two other important special events including our 30th Anniversary and we didn't have the resources to execute the Crab Run. Due to overwhelming feedback the Y is thrilled to bring back the event this year.

The Dorchester County Family YMCA is one of the area's leading charitable 501(c)3 organizations. The Y's programs and services are open to all through our financial assistance program made possible through the generosity of our members, donors and partners. The Crab Run is one of several special events that helps the Y help others.

Participants will start and finish at the Y on 201 Talbot Avenue. The Half Marathon and 5K share the same beginning course - leading participants down Somerset, turning left on Hambrooks and following the water onto Bellevue and Riverside Drive at that point the 5K participants will turn around and the Half Marathon participants will continue. The Half Marathon continues down Bay View, to Hambrooks, to Glasgow, up Jenkins Creek to the bypass, then continues on RT 343 to Horns Point Road, left on Lovers Lane, left on RT 343 and then follows the same course back to the YMCA.

The run is a fully supported event with 5 aid stations: Riverside Drive, Sandy Hill Elementary, Greenlawn Cemetery and Horns Point/Lovers Lane.

Again, thank you for considering our event.

Sincerely,

Tracy Tracy
COO
Dorchester Family YMCA

Dr. Mary Ann Moore
Committee Co-Chair

Steve Culver
Committee Co-Chair

The Dorchester County Family YMCA is one of the area's leading charitable 501(c)3 organizations. Our programs and services are open to all through our financial assistance programs made possible through the generosity of our members, donors and partners. To help us help others, donate online at www.dorchesterymca.org.

DORCHESTER COUNTY FAMILY YMCA
201 Talbot Avenue, Cambridge MD 21613
P 410 221 0505 F 410 221 0514 www.dorchesterymca.org