



Agenda Item No. 04

Date 07-11-2016

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: June 1, 2016

Event Title or Type: Cubmobile Derby

Location of Event: Court Lane

Date(s) of Event: Sunday, October 9, 2016

Hours of Event: 9:00 am until 6:00 pm

Organization/Corp. Name: Del-Mar-Va Council, Choptank District, Boy Scouts

Signature of Holder of Event: Michael O'Connor

Printed Name: Michael O'Connor

Title: Cubmobile Chair

Address of Holder of Event: 711 St. Clair Avenue, Cambridge, MD 21613

Business Telephone: _____

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? Yes No Name of Property Owner: City of Cambridge

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.): bottled water for drinking

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

Expected Attendance: 300

Venue Seating Capacity: unknown

Is parking available? Yes No For how many vehicles? county parking lot

Is staging or platform required? Yes No

Amplification? Yes No

List types of musical instruments: Public Address system

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

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

If yes, indicate closure time (consider set up and breakdown time): 9:00 am until 6:00 pm

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: Court Lane from Gay Street to High Street to Gay Street

-FOR OFFICE USE ONLY-

City Manager Approved/Denied: _____ Date: _____

Special Conditions, if : washable paint on finish line

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

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

Rescue Fire Department: Approved: Denied: Signature: _____

Department of Public Works: Approved: Denied: Signature: Edw. L. Wheely



June 1, 2016

To: Mayor and City Council

Re: Cubmobile Derby

Dear Mayor and City Council,

I would like to take this opportunity to thank you for the use of Court Lane for our annual district Cubmobile Derby, for the past nine years. We've always had a great race in Cambridge and would like again, to request the use of Court Lane. We would like the Council to allow the closing of Court Ln. from Gay St. to High St. from 9:00 am until 6:00 pm. On Sunday October 9, 2016. I would also ask for a variance from the noise ordinance and for the use of six trash cans from the Publics Works Department.

As instructed in the past I have contacted the Chief of Police, the Department of Public Works, and Rescue Fire Company. I have not received any comments from those three agencies.

Respectfully,

Michael O'Connor
Del-Mar-Va Council
Choptank District
Cubmobile Chair

711 St. Clair Ave.
Cambridge, Maryland 21613

