

Agenda Item No. 3
Date 07-25-2016



APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: July 12, 2016

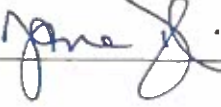
Event Title or Type: Cambridge Schooner Rendezvous (11th Annual)

Location of Event: Long Wharf Park

Date(s) of Event: October 19th through October 24, area needed for setup, docking & breakdown; event takes place October 20, 21, 22, 23

Hours of Event: October 20 & 21- 9am to 3pm, October 22 -10 am to 10 pm, October 23 - 10 am to 5 pm

Organization/Corp. Name: Richardson Maritime Museum

Signature of Holder of Event: 

Printed Name: Jane Devlin Title: Executive Director

Address of Holder of Event: P. O. Box 1198, Cambridge, MD 21613

Business Telephone: 410-221-1871 Residence Telephone: 443-521-0213 cell phone

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

Is event to on City, State, or Private Property? YES 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.): Long Wharf & fire hydrant

Will a tent be erected? Yes No (Include on plan) A 30' X 45' frame tent is planned, location to be determined when site work completed at LW

Expected Attendance: 2,500 + Venue Seating Capacity: N/A

Is parking available: Yes No For how many vehicles? Parking spots at Long Wharf, on one side of High Street with overflow directed to the County office building parking lot.

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

List types of musical instruments: guitars, fiddle, many stringed instruments with amplification

Are required approvals attached, e.g., State, County: Yes No County approval for use of parking lot will be forwarded once received.

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** Food vendors contact the health department directly, event organizers ensure health department license is in place.

Will alcohol be served? **Yes** No Copy of liquor license will be supplied.

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: _____

-FOR OFFICE USE ONLY-

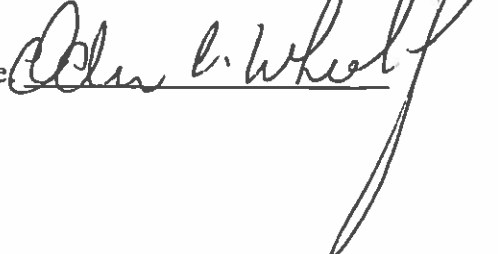
City Manager Approved/Denied: _____ Date: _____

Special Conditions, if: _____

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

Cambridge Police Department: Approved: Denied: _____ Signature: 

Rescue Fire Department: Approved: Denied: _____ Signature: _____

Department of Public Works: Approved: Denied: _____ Signature: 

ADDENDUM TO APPLICATION FOR A SPECIAL EVENT LICENSE

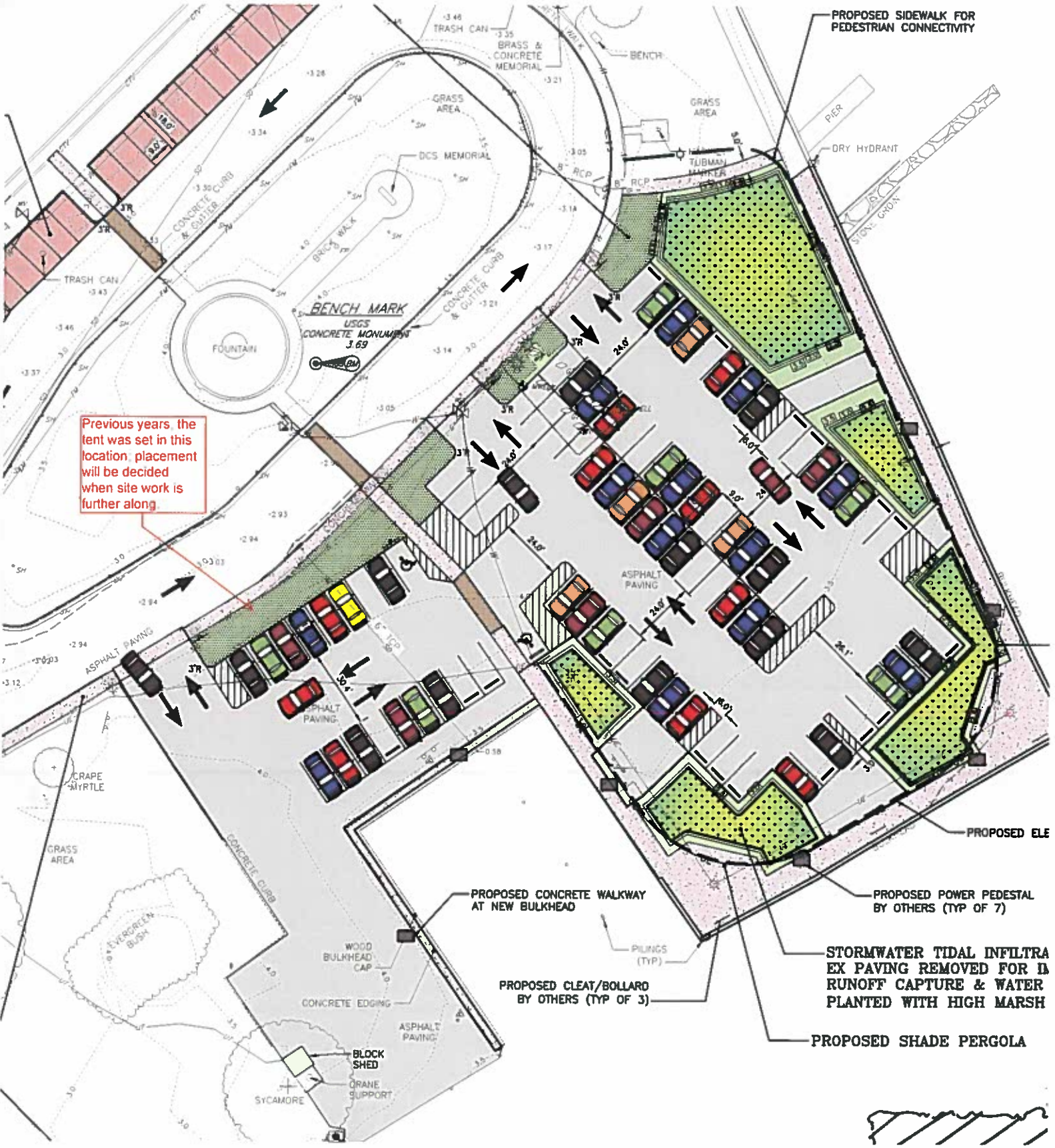
RICHARDSON MARITIME MUSEUM

EVENT: CAMBRIDGE SCHOONER RENDEZVOUS

- The use of Long Wharf October 19 to October 24 (noting that some vessels may arrive earlier).
- Free dockage for registered vessels October 19 to October 24
- Request permission for an encampment on the park area/creek side October 20 to October 23
- Reduced per-foot charge at City marina October 21 to October 24
- Use of electricity at Long Wharf
- Additional trash cans with trash pick-up coordinated over the weekend
- Use of barricades from Department of Public Works and Cambridge Police Department for traffic control
- Request a variance from the noise ordinance for music at Long Wharf for October 21 9 a.m. to 3 p.m., October 22 10 a.m. to 10 p.m. and October 23 10 a.m. to 5 p.m.
- Request permission to serve beer and wine at Long Wharf on October 22 12 noon to 10 p.m. and October 23 12 noon to 6 p.m.
- Request a blanket permit for vendors, and waiver of vendor fees on October 22 and 23.

** Please note, the fire suppression system must be functioning on the floating dock, repairs are in progress.

James B. Richardson Foundation, Inc.
American Schooner Association, Mid-Atlantic Chapter
The City of Cambridge



Previous years, the tent was set in this location, placement will be decided when site work is further along.

PROPOSED SIDEWALK FOR PEDESTRIAN CONNECTIVITY

PROPOSED CONCRETE WALKWAY AT NEW BULKHEAD

PROPOSED POWER PEDESTAL BY OTHERS (TYP OF 7)

STORMWATER TIDAL INFILTRATION PAVING REMOVED FOR RUNOFF CAPTURE & WATER PLANTED WITH HIGH MARSH

PROPOSED CLEAT/BOLLARD BY OTHERS (TYP OF 3)

PROPOSED SHADE PERGOLA

