Agenda Item No. 06

Date 09-12-2016

CAMBRIDGE
MARYLAND

APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 8.19.16

Event Title or Type: Car Show & Competition

Location of Event: K-Mart Parking Lot, Cambridge Plaza

Date(s) of Event: October 29, 2016

Hours of Event: 9 am - 4 pm

Organization/Corp. Name: Baywater Animal Rescue

Signature of Holder of Event: Maureen Scott-Taylor

Printed Name: MAUREEN SCOTT-TAYLOR Title: EXECUTIVE DIR.

Address of Holder of Event: 4930 Bucktown Rd. Cambridge

Business Telephone: 410.228.3090 Residence Telephone: 410.829.1518

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

Is event to on City, State, or Private Property? PRIVATE Name of Property Owner: Will Rickman

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

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

Expected Attendance: 200 Venue Seating Capacity: _____

Is parking available: (Yes) No For how many vehicles? 150

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

List types of musical instruments: _____

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~~: Request CPD assistance for four barricades, (see attached photo) and possible crowd control.

-FOR OFFICE USE ONLY-

City Manager Approved/Denied: _____ Date: _____

Special Conditions, if : _____

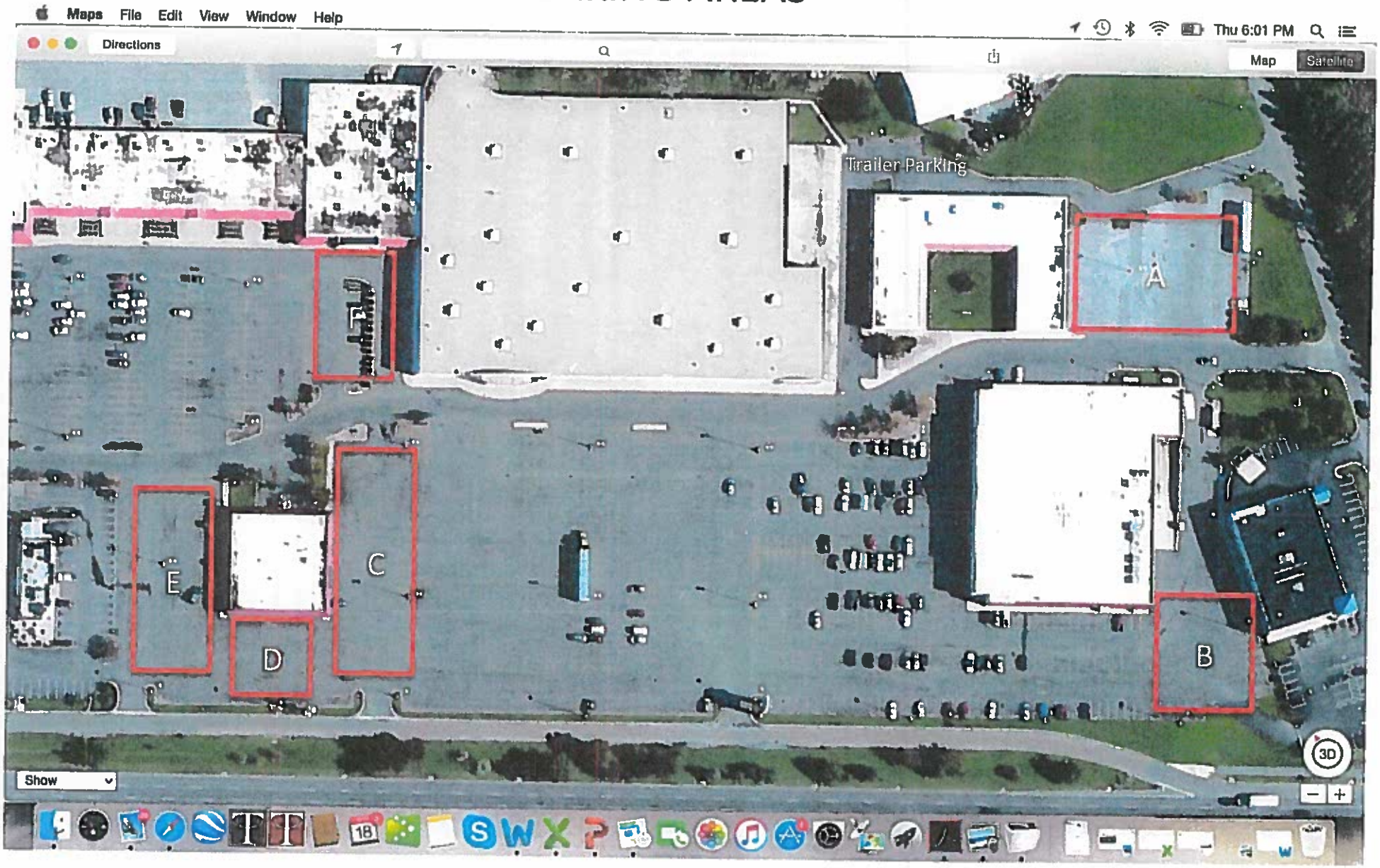
Police Detail Estimated Cost: $_____ DPW Personnel Estimated Cost: $_____

Cambridge Police Department: Approved: ✓ Denied: ____ Signature: _____

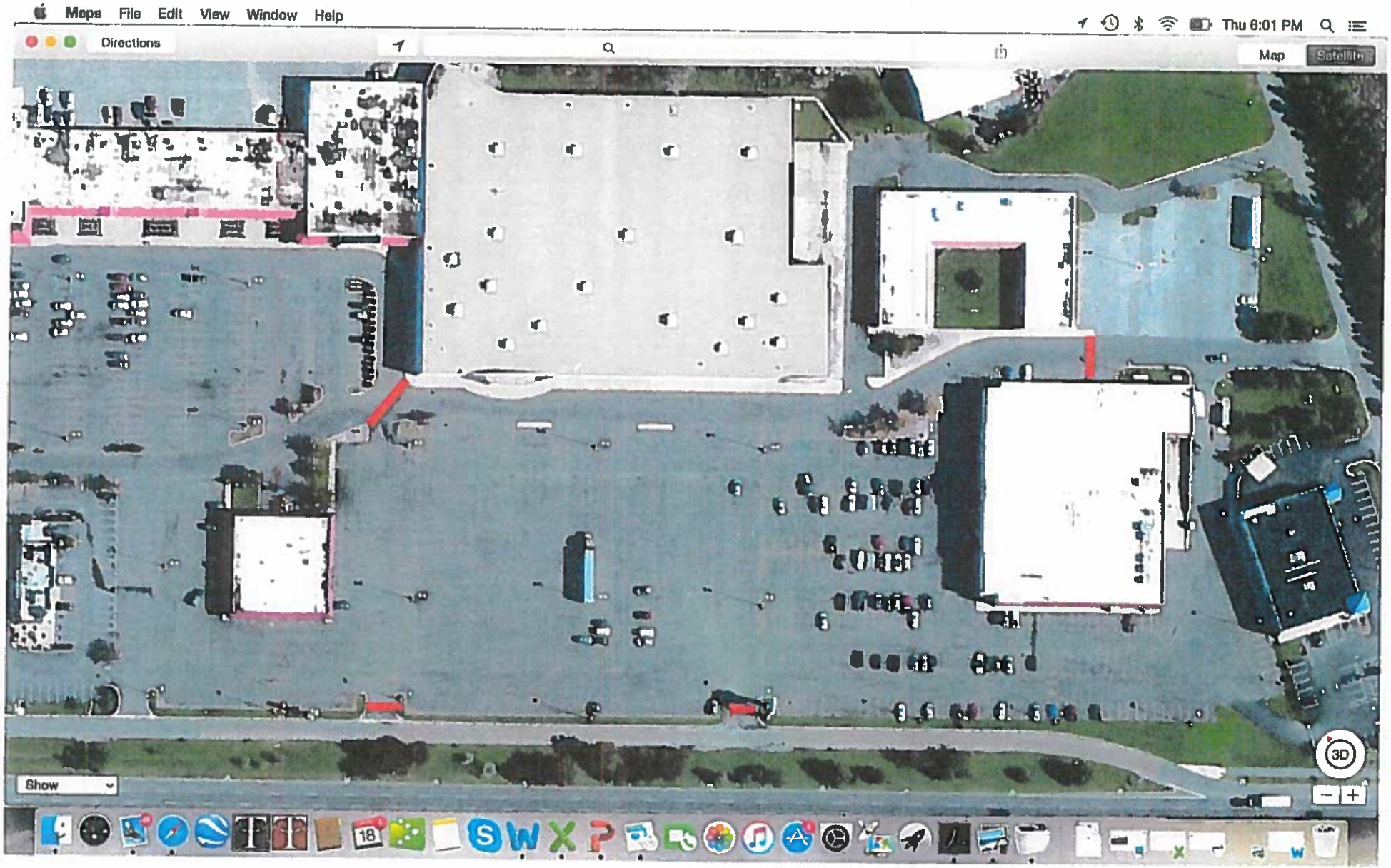
Rescue Fire Department: Approved: ✓ Denied: ____ Signature: _____

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

PARKING AREAS



Barricades Needed



Public Toilets

From: **Charles Fairchild** charlie@fairchildpropertiesllc.com
Subject: RE: Kmart parking lot in Cambridge
Date: August 17, 2016 at 2:28 PM
To: Will Rickman will@wrickman.com
Cc: lldivito@gmail.com, **Charles Fairchild** charlie@fairchildpropertiesllc.com

Tom, See attached

As always,

Charlie

Fairchild Properties LLC
Charlie Fairchild
8808-C Pear Tree Village Court
Alexandria, VA 22309

Office 703-360-4204
Cell 703-926-1812
Fax 703-360-8065
E-Mail Charlie@FairchildPropertiesLLC.com

www.Fairchildpropertiesllc.com

Everyday of life is a gift. So give and you will find happiness

From: Will Rickman [mailto:will@wrickman.com]
Sent: Wednesday, August 17, 2016 2:29 PM
To: Charles Fairchild
Subject: RE: Kmart parking lot in Cambridge

Charlie,

We are fine with this as long as they get all the appropriate insurance and permits.

Thanks,
Will

From: Charles Fairchild [mailto:charlie@fairchildpropertiesllc.com]
Sent: Friday, August 5, 2016 5:24 PM
To: Kevin Barrett <kbarrett@KLNB.com>; Will Rickman (will@wrickman.com) <will@wrickman.com>
Cc: Mark Mueller <mmueller@sierraus.com>; Charles Fairchild <charlie@fairchildpropertiesllc.com>
Subject: RE: Kmart parking lot in Cambridge

Will, See below . How shall we handle this?

Kevin,

Thank you for taking my call this morning regarding the use of the Kmart parking lot in Cambridge on October 29 of this year.

Baywater Animal Rescue is the premier no-kill animal shelter on the Eastern Shore of Maryland and is the Humane Society of Dorchester County. We would like to do a fundraising event on October 29 called "Wags and Wheels" and utilize the Kmart parking lot in Cambridge for the event. This would have three components: 1) a classic car show to display cars from Cambridge as well as surrounding counties. 2) an autocross event that will be run by the Chesapeake Region of the Porsche Club of America. This organization is well equipped to run these events and does one monthly during the warmer months. Safety and fun are emphasized. They are well organized and do a great job. 3) Food and music.

We would not need to alter the parking lot in any way, other than to place temporary traffic cones and chalk marks for the autocross event. We will be working with the local police department for security and barricades. We would also obtain necessary liability insurance and permits.

Please don't hesitate to contact me if you need any additional information.

Again, Thank you and I hope you can help us make this a successful fundraising event.

Tom

L Thomas Divilio, MD
President, Baywater Animal Rescue
PO Box 3090
Easton, MD 21601
H: 410 822-3914
C: 410 253-5636
ltdivilio@gmail.com

As always,

Charlie

Fairchild Properties LLC
Charlie Fairchild

Charlie Fairchild
8808-C Pear Tree Village Court
Alexandria, VA 22309

Office 703-360-4204
Cell 703-926-1812
Fax 703-360-8065
E-Mail Charlie@FairchildPropertiesLLC.com

www.Fairchildpropertiesllc.com

Everyday of life is a gift. So give and you will find happiness

From: Kevin Barrett [mailto:kbarrett@KLNB.com]
Sent: Monday, July 25, 2016 12:19 PM
To: Charles Fairchild
Cc: Mark Mueller
Subject: FW: Kmart parking lot in Cambridge

Charlie, any thoughts?

Kevin Barrett
Principal

KLNBretail
National Exposure. Local Expertise.
100 West Road, Suite 505
Baltimore, Maryland 21204
Direct: 443.632.2045
Mobile: 410.303.7490
Fax: 410.321.6366
kbarrett@klnb.com
http://www.klnbretail.com/

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From: L Thomas Divilio [mailto:ltdivilio@gmail.com]
Sent: Monday, July 25, 2016 11:36 AM
To: Kevin Barrett
Cc: Maureen Scott-Taylor
Subject: Kmart parking lot in Cambridge