

City of Asheville Outdoor Special Event Application

Community & Economic Development Department – 70 Court Plaza – PO Box 7148 – Asheville, NC 28802
www.AshevilleNC.gov/Special Events

Event Name: Sunrise Community for Recovery and Wellness Birthday Celebration

Locations: Pack Square Park

Description: Sunrise Community is celebrating 5 years as a nonprofit by inviting the community to learn about its programs and partner programs

Event Category

☒ Festival ☐ Run/Walk ☐ Private Group ☐ Concert/Performance ☐ Assembly
☐ Parade ☐ Block Party ☒ Educational ☐ Roadside Solicitation ☐ Race/Ride

Property Address: 70 Court Plaza Asheville NC 28801

Property Owners: ☒ City of Asheville ☐ Buncombe County ☐ Private Property
☐ Other: _____

Event Dates and Times

Start Date: 07/08/2021 **Start Time:** 4:00 PM
End Date: 07/08/2021 **End Time:** 7:00PM
Setup Start Date: 07/08/2021 **Setup Start Time:** 1:00PM
Teardown Date: 07/08/2021 **Teardown Complete Time:** 7:00PM
Public Operating Hours: 4PM-7PM **Total Hours Reserved:** 6

Estimated Attendance **Average/Day:** 75-100 **Peak:** 75-100 **Total:** 75-100

Additional Event Dates (for events that are part of a series): _____

Permit Requirements

Special Event Considerations

<input type="checkbox"/> Alcoholic Beverages	<input checked="" type="checkbox"/> Use of Electricity	<input type="checkbox"/> Food Sales	<input type="checkbox"/> Splashville Open
<input type="checkbox"/> Merchandise Sales	<input type="checkbox"/> Ticketed Admission	<input type="checkbox"/> Food Trucks	<input type="checkbox"/> Fountain On
<input type="checkbox"/> Cooking w/ Grease	<input type="checkbox"/> Open Flame in Use	<input type="checkbox"/> Annual Event	<input type="checkbox"/> Park Concessions
<input type="checkbox"/> Portable Restrooms	<input type="checkbox"/> Pets/Animals	<input type="checkbox"/> Water Access	<input type="checkbox"/> Sound Amplification
<input checked="" type="checkbox"/> 501© Non-Profit	<input type="checkbox"/> Field Gate Access		

Structural				
Item	Size (LxWxH)	Qty	Self Install	Contractor
Tent	10x10	3	Yes	
Electrical				

Additional Structural? No Additional Electrical? No

Other Permit Requirements? (describe):

Fuel/Sanitation

Flame/Fuel Information: If open flame will be used, provide descriptions and locations.

Fuel Types that will be used:

Sanitation: Describe trash collection, storage, and disposal process to be used:
 event organizers will collect and dispose trash and restore the area to a clean condition

Street and Sidewalk Closures

Full Street Closures – description and location from beginning to end addresses.

Full Sidewalk Closures – description and location from beginning to end addresses.

Closure Start Date: Reopen Date:

Daily Hrs Closed:

Parking Meter Closures Requested? No

of Spaces: _____ # of Meters impacted: _____

Rentals:

of Barricades: _____ # of Traffic Cones: _____ # of Days: _____

For Parades/Walks/Runs/Processions

☐ Not Applicable ☐ Open Sidewalk Use Only ☐ Temporary Traffic Interruptions
☐ Full Street Closure ☐ Full Sidewalk Closure

Attachments: Required Documentation for All Events

☒ Public Notice ☒ EAP ☒ Site Plan/Run-Walk Route/Traffic Control COI

Additional Documentation

☐ Transportation Plan ☐ Property Owner Authorization Banners & Temporary Signs
☐ Security Plan ☐ Commercial Filming ☐ Public Notice: Street/Sdwk Close

List any other additional attachments:

We are hoping to set up 2 possibly 3 10x10 open-sided tents in the green space in front of the amphitheater area. We expect 25-75 attendees and 10-15 reps

Contact Information & Agreement to Terms

Organization: Sunrise Community for Recovery and Wellness Phone #: 828.475.9952

Address: 50 South French Broad Ave, Suite 246

City: ASheville State: North Carolina Zip: 28801

Tax EIN: 20-5775122 Non-Profit: Yes Applicant: Kay Williams

Website: https://sunriseinasheville.org/

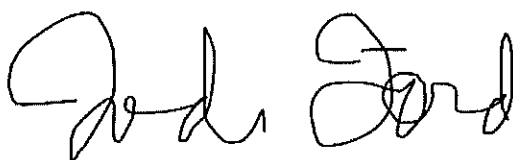
Contact email (for event communications): kwilliams@sunriseinasheville.org

Onsite Event Contacts:

	First Name	Last Name	Phone	Email
Primary:	Kay	Williams	828.475.9952	kwilliams@sunriseinasheville.org
Backup:	Jodi	Ford	8284759952	jodi@pisdahlegal.org

I agree to the City of Asheville terms and requirements for Outdoor Special Events: ☐ Accept

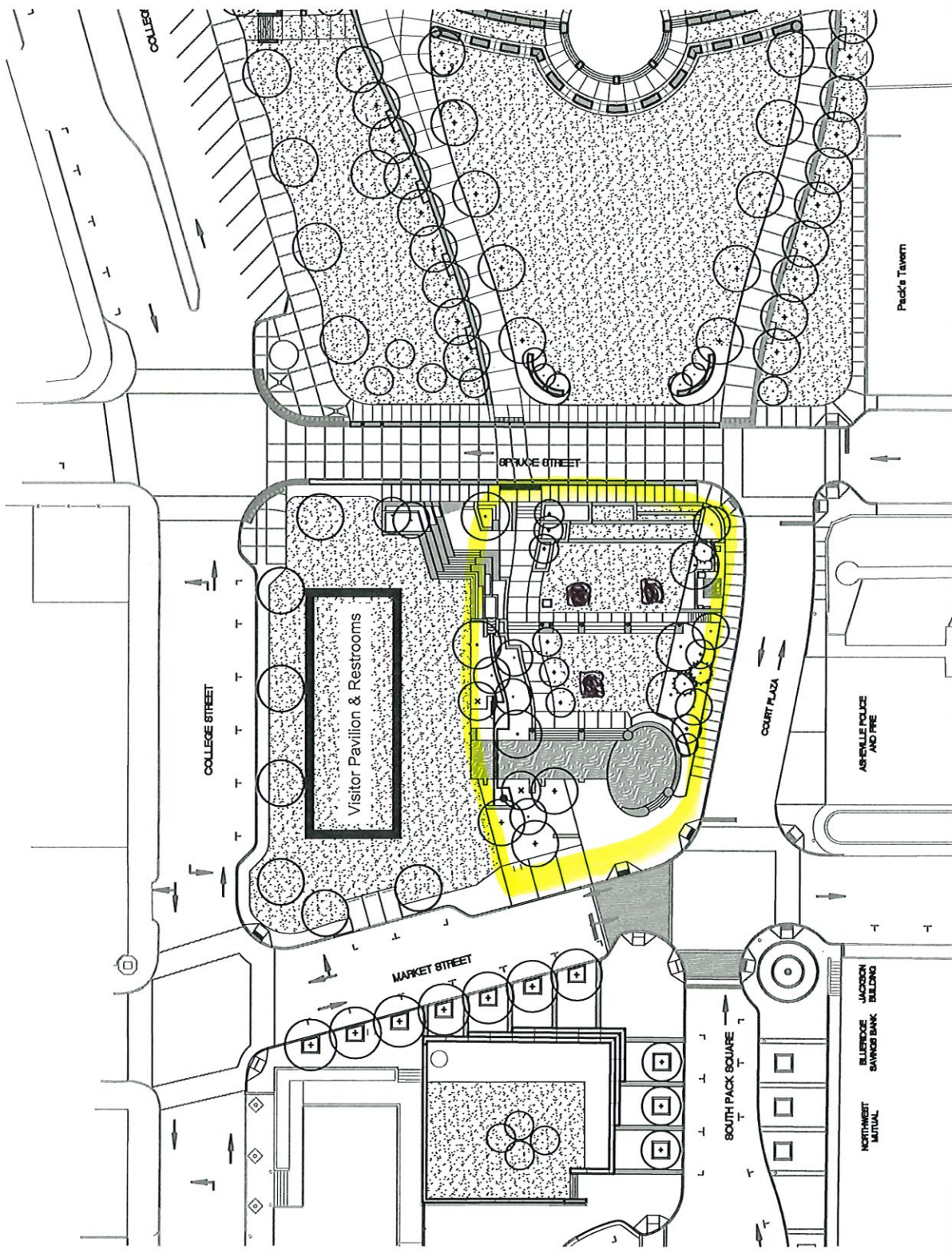
Signature:



Name: Jodi Ford

Date Submitted: 04/27/2021

Status: New Application



(3) 10x10 TENTS

Pack Square Park
Reuter Terrace / Founder's Walk

ADDENDUM TO OSE APPLICATION COVID-19 GUIDELINES - INTENT TO COMPLY

In addition to all other provisions outlined with the City of Asheville Outdoor Special Event Guide, as the event organizer or permit holder for an outdoor special event (OSE) conducted within City of Asheville parks, streets and outdoor public spaces, I hereby acknowledge and agree as follows:

I have been provided a copy of the current Orders relating to the current State of North Carolina and Buncombe County Superseding Declaration on COVID-19 restrictions and have read that Order and Superseding Declaration in its entirety and understand the provisions of it and agree to abide by the terms of it at all times relevant to this Agreement.

To the degree that I (my group) employ(s) or contracts the participation of **workers, volunteers, performers, and vendors** for the OSE, I (my group) will take reasonable steps to protect those workers by (1) maintaining required separation between workers in alignment with state and county guidance, (2) requiring workers to wear masks or other facial covering that covers his or her nostrils and mouth at all times except when performing or engaging in work functions distanced at least 6 feet of other individuals outside of pre-established workgroups in alignment with state and county guidance, (3) regularly disinfecting frequently used items and surfaces, (4) encouraging handwashing and hand sanitizing, and (5) preventing any worker who is sick to come into contact with any other worker or participant.

For **attendees** at the OSE, I will take reasonable steps to protect them by (1) maintaining required separation in alignment with state and county guidance between such persons (except for those who share the same household), (2) require event workers to wear masks or other facial covering that covers his or her nostrils and mouth at all times except when performing or engaging in work functions distanced at least 6 feet of other individuals outside of pre-established workgroups, (3) regularly disinfect frequently used items and surfaces, and (4) encourage handwashing and hand sanitizing.

If I am providing for on-site sales and consumption of **food and drink** I will limit the number of participants at any table to no more than six persons and will maintain at least six feet of separation between people seated at different tables. All parties serving food and drinks will wear a mask or other facial covering that covers his or her mouth and nostrils at all times while in regular interaction with participants, and self-service by participants at food and beverage stations will not be allowed.

If I am using a City of Asheville **restroom building or indoor concessions area** for my OSE which has a maximum occupancy capacity I (we) will limit the number of people occupying the space to **the state and county** maximum occupancy capacity. It will be my responsibility to accurately monitor the number of people present and to prohibit entry of any additional people once that level is reached.

If I am using any City facility for **athletic activities** as part of an OSE (defined as "sports that involve interaction with another person of closer than six feet" and "activities that require use of shared sporting apparatus and equipment") I may allow participation in team athletic activities and may proceed in any respect subject to the rules of this paragraph.

I will, (1) allow players, coaches, and officials to congregate in limited numbers according to state and county limits and will allow players, coaches, and officials within 6 feet of a person from another

household only to the extent necessary for players, coaches and officials to directly participate in the athletic activity, (2) will not allow players, coaches, and officials to physical contact such as high fives, handshakes and other physical contact except to the extent necessary for players, coaches and officials to directly participate in the athletic activity, (3) will require players, coaches and officials to wear masks or other facial covering that covers his or her nostrils and mouth at all times when a player or official is directly participating in the athletic activity.

I acknowledge receiving the following guidelines shared by the City from government agencies and industry partners. I agree to apply applicable processes, procedures and recommendations to the best of my ability while hosting outdoor special events subject to this agreement.

- CDC RETURN TO PLAY GUIDELINES
- CDC STEPS TO PLAN, PREPARE, AND PROCEED WITH A MASS GATHERING
 - CDC EVENTS AND GATHERINGS: READINESS AND PLANNING TOOL
- NCDHHS COVID-19 GUIDANCE
- INTERIM GUIDANCE FOR ADMINISTRATORS AND PARTICIPANTS OF AMATEUR SPORTS PROGRAMS (FEBRUARY 2021)
- EVENT SAFETY ALLIANCE REOPENING GUIDELINES
- USA CYCLING RETURNING TO RIDING & RACING GUIDELINES
- USA TRIATHLON RETURN TO RACING RECOMMENDATIONS

In addition to any other provisions contained in the agreement regarding permitted use parks and public spaces for outdoor special events, I (we) agree to collect all trash and refuse from the OSE, sanitize all surfaces used by us during the OSE and properly remove and safely dispose of these materials from the property.

In addition to any and all waivers and releases agreed to with the City, I (we) individually and as the duly authorized representative of my group and on behalf of myself, our group, and any successor in interest of myself or this group, hereby releases the City of Asheville, its agents, employees and officials from any and all liability of any kind, including infection or any exposure to COVID-19 which results from my (our) use of parks and outdoor public spaces. In addition I (we) agree to indemnify and hold harmless the City of Asheville, its agents, employees and officials against any claim by any person in any way related to COVID-19 arising from the use of parks and outdoor public spaces for special events, which is the basis of this agreement.

Failure to comply with such requirements could have serious consequences. The City may revoke a permit immediately upon determination by the City that the outdoor special event no longer complies with the statements set forth in the event application, with the City Code of ordinances, or with other City policies and procedures. Additionally, the City reserves the right to deny future Outdoor Special Event Permits for substantially similar events to be held in the same place and manner to applicants who have had prior permits revoked or who were otherwise notified that they were in violation of permit requirements, City ordinances, policies or procedures.

This is the _____ day of 04/27/2021 2021

Individually and on behalf of

Sunrise Community for Recovery and Wellness

Public Notice of Special Event

Event Name: Sunrise Community for Recovery and Wellness Birthday Celebration
Description: Sunrise Community is celebrating 5 years as a nonprofit by inviting the community to learn about its programs and partner programs

Event Location: Pack Square Park

Anticipated Number of Attendees: 75-100

Key Event Dates and Times

Event Start Date (open to Attendees):	<u>07/08/2021</u>	Start Time:	<u>4:00 PM</u>
Event End Date (Closed to Attendees):	<u>07/08/2021</u>	End time:	<u>7:00PM</u>
Setup Start Date:	<u>07/08/2021</u>	Setup Start Time:	<u>1:00PM</u>
Teardown Date:	<u>07/08/2021</u>	Teardown Finish Time:	<u>7:00PM</u>

Contact Person for Event Information

Primary Contact: Kay Williams **Phone:** 828.475.9952
Email: kwilliams@sunriseinasheville.org
Organization: Sunrise Community for Recovery and Wellness