



**SPECIAL EVENT PERMIT (SE-18-00190)
(OVER THE EDGE FOR BOYS & GIRLS CLUB OF LAWRENCE)**

EVENT ADDRESS:	888 New Hampshire Street Lawrence, KS 66044		
APPLICANT:	Alissa Bauer Boys & Girls Club of Lawrence	Property Owner:	First Management
APPLICANT ADDRESS:	1423 Haskell Avenue Lawrence, KS 66044	Owner Address:	901 New Hampshire Street Lawrence, KS 66044
EVENT DATE(S):	August 25, 2018	Event Type:	5
EVENT DESCRIPTION:	Over the Edge fundraiser for the Boys & Girls Club of Lawrence		
EVENT TIME	7:00 AM – 7:00 PM	Event Number:	CC Approved 06/05/2018

CONDITIONS OF APPROVAL

- a. Special Event Permit must be displayed on site during hours of operation.
- b. Temporary sign permit must be obtained from Development Services if temporary signage is to be used.
- c. All traffic and parking plans in conjunction with the Street Event Permit CL-27250
- d. Property shall be restored to pre-event condition immediately following the event.
- e. Trash receptacles or other sanitation provisions, as needed.
- f. Event shall take place entirely within area as described in application and site plan.
- g. Any structures must be removed within 24 hours after the cessation of the event.
- h. All blocked access roads and streets must have and maintain a 20' lane for apparatus access in the event of an emergency.

Conditions Related to Tents

- a. The tent or other membrane structure must meet the International Fire Code.
- b. All blocked access roads and streets must have and maintain a 20' lane for apparatus access in the event of an emergency (performance stages and equipment may not block the road);
- c. All tents, membranes, structures, sidewalls, curtains, ect. must be flame retardant to NFPA 701 (this includes a permanently affixed label that identifies size and material type);
- d. Tents, including tie down ropes, must be separated by a minimum of 12';
- e. Tents must have fire extinguishers (small vendor tents 1A:10BC – larger tents 2A:10BC)
- f. Cooking with an open flame device may not occur within 20' of a tent. Cooking tents must be separated from other tents by 20';
- g. Occupancy limits will be required for tents used for assembly (i.e. food/drink/hospitality);
- h. Tents that are enclosed with curtains/side walls/doors will need to have adequate exits for the number of occupants. Exits will need to be clearly marked. Minimum exits width is 36";
- i. Where generators are used they must be separated from tents by 20';
- j. Combustible materials such as hay, straw, shavings may not be used for footing in tents;
- k. No smoking signs must be posted;
- l. Events that encompass sidewalks must provide unobstructed egress and ingress to structures;
- m. Recommend the use of trained crowd managers to assist with notification and evacuation of patrons in the event of an emergency (ratio of 1:1000).

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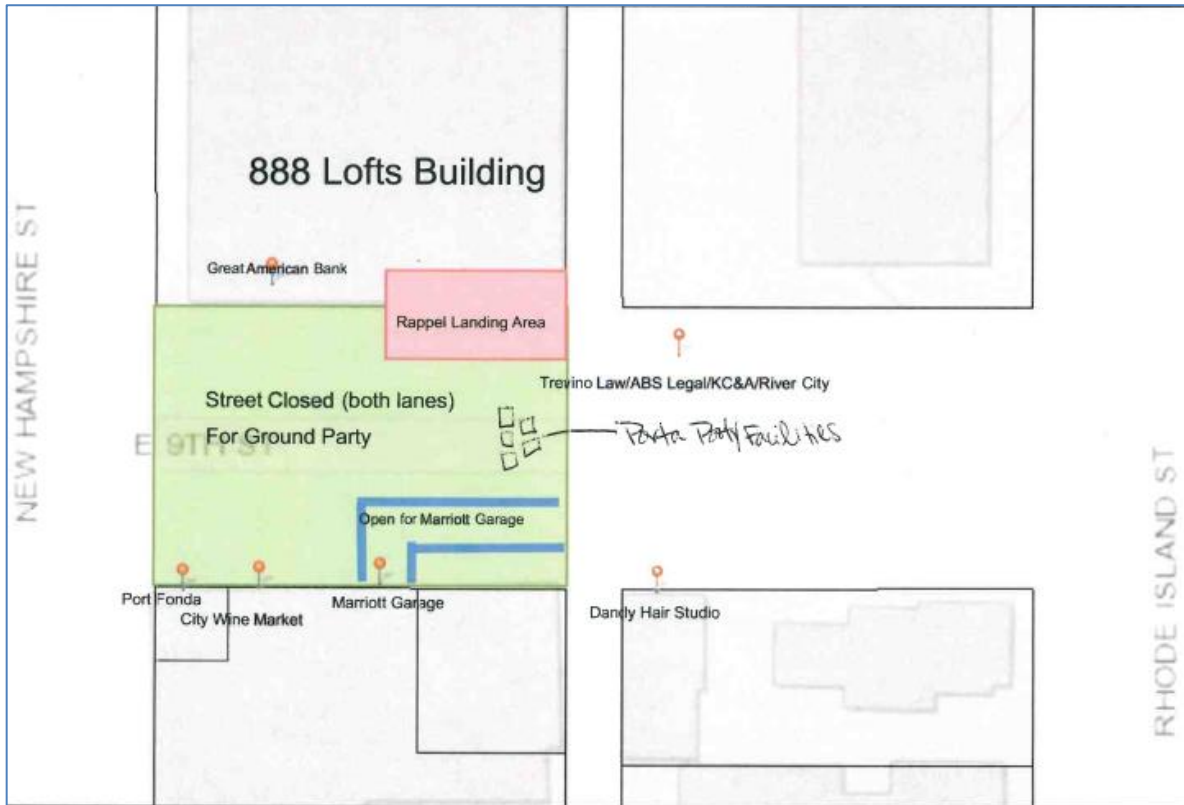


Image 1: Site plan of Over the Edge event at 888 New Hampshire Street. The applicant proposes E. 9th Street will be closed between New Hampshire Street and the alley. The Marriott Town Place Suites will maintain garage access.



Image 2: An aerial view of the rappelling landing zone. Participants will rappel down the southern side of 888 New Hampshire and land along E. 9th Street.



Image 3: Proposed spectator area. The applicant proposes a portion of E. 9th Street be closed off to vehicle traffic during the Over the Edge event. Traffic management and sidewalk closure signs will be placed in the surrounding area.