



November 14, 2007

City Planning Office
City Hall
Lawrence, KS 66044

Ladies and Gentlemen:

Downtown Lawrence, Inc. would like to host an outdoor "Watch Party" for the KU-MU football game that is scheduled for November 24, 2007. We envision a free event, open to the public that might emulate the feeling of being in the open air stadium among hundreds of Jayhawk fans.

The watch party would take place in the vacant lot at the corner of 9th & New Hampshire utilizing a projector and speakers to cast the image onto the North facing wall of the New Hampshire Street Garage. We were very successful with a series of similar Film Noir screenings over the summer and we believe we have a good understanding of the logistics of such an event.

We would recruit a select number of refreshment vendors, at least one of which would hold the appropriate catering permits to be able to sell beer. We would provide two portable toilets, including one which is accessible. We would also employ two security personnel to ensure order and assist with dispersing the crowd at the end of the game.

We believe that the Downtown drinking establishments that offer game viewing will be filled to capacity and that adding this outdoor venue could help mitigate any over crowding issues. The presence of the security personnel and the vigilance of the beer vendors will help ensure a well disciplined crowd.

Please let me know if you need anything further at this time.

Sincerely,

Jane Pennington
Director

**Lawrence Douglas County
Metropolitan Planning Office**
6 East 6th Street, P.O. Box 708, Lawrence KS 66044
(785)832-3150 Fax (785)832-3160

FEE: Type 1-4 Events **\$50**
Type 5 Events **\$100**
Events that do not meet criteria
for administrative review **\$100**

SPECIAL EVENT PERMIT APPLICATION FORM

Applicant Information

Date: 11/14/07
Name: JANE PENNINGTON
Company: DOWNTOWN LAWRENCE, INC.
Address: 900 MASSACHUSETTS
Phone: (785) 842-3883 Mobile: (785) 766-5061
Fax: (785) 838-9781

Event Information

Address: 900 New Hampshire
Property Owner: 9-10 LC

Property Owner's written permission must be provided (by mail, fax, or e-mail) to the Planning Office before a permit can be approved.

Brief Description of Event:

DLE WILL ORGANIZE A "WATCH PARTY" FOR THE KU-MU FOOTBALL game to be broadcast at 7:00pm. Saturday, 11/24/07. The image will be projected on the North wall of the New Hampshire Street Parking garage with amplified sound. Beer and Food would be provided for sale by an ABC Licensed caterer. Security personnel and porta-potties would be available.

In addition, please provide a site plan, aerial, or sketch of the property showing the proposed location of the event with dimensions noted.

Dates: SATURDAY, 11/24/07

(Each permit is good for 14 consecutive days. Several permits may be applied for consecutively if event is to run more than 14 consecutive days.)

Hours of operation: 5:00pm - Midnight

Will a tent be used for this event? No

If yes, please provide the dimensions of the tent below and note if it will be an open/canopy tent or an enclosed tent.

Dimensions _____ Open/Canopy _____ Enclosed _____

Will temporary signage be used? No

If yes, a temporary sign permit must be obtained from the Neighborhood Resources Department—785-832-7700 (1 Riverfront Plaza Suite 110, Lawrence, KS 66044)

Are you a merchant in the City of Lawrence? No

If no, a transient merchant license must be obtained from the City Clerk's office—785-3308 (City Hall, 6 East 6th Street, Lawrence, Kansas 66044)

If you are a Lawrence merchant will your event be at the same location as your business? _____

If no, a transient merchant license must be obtained from the City Clerk's office—785-3308 (City Hall, 6 East 6th Street, Lawrence, Kansas 66044)

Is your business based in Kansas? Yes

If no, a transient merchant license must also be obtained from the Douglas County Clerk's office—832-5267 (11th and Massachusetts Street, Lawrence, KS 66046)

Will you be selling KU Licensed Merchandise or items with the KU Logo? No

If yes, please contact Paul Vander Tuig, KU Licensing Administrator at 785-864-4650. He will provide you with a letter which you must display at your event.

840

842

E 9th St

BARRICADE →

FOOD/BEER VENDORS →

OPEN SEATING

NO CHAIRS PROVIDED

PROJECTOR TABLE

PORTABLE TOILETS →

2-1 H/C

BARRICADES

IMAGE PROJECTED
ON NORTH FACE WALL

New Hampshire St

900

927

918

920-

Jane Pennington

From: Martin Moore [martmoor@sunflower.com]
Sent: Wednesday, November 14, 2007 4:03 AM
To: Jane Pennington
Subject: Re: KU-MU Game

Jane:

I have visited with my partners, and we agree to let Downtown Lawrence, Inc. use our property at the SW corner of 9th and New Hampshire on Saturday November 24, under the following conditions:

- DLI provide a Certificate of Insurance with 9-10, L.C. as an add'l insured;
- DLI will provide portable restrooms, or arrange for the use of nearby restrooms;
- DLI will provide security, as necessary;
- DLI will be responsible for all clean-up.

Great idea! Hope it works out...

Martin

----- Original Message -----

From: Jane Pennington
To: martmoor@sunflower.com
Sent: Tuesday, November 13, 2007 9:39 AM
Subject: KU-MU Game

Good Morning,

Some of our members have been kicking around the idea of having an outdoor watch party for the KU-MU Game on Saturday, Nov 24th. We are finally hearing that it will be televised on ABC with a 7:00 p.m. start time which makes it possible to do it outside.

May we have your permission to use the lot at 9th & New Hampshire for this purpose? We would, of course, get an insurance certificate naming you as additional insured.

Provided that we can get all the permits, we are going to hire a caterer with a liquor license to sell beer and other food items and project the image on the side of the garage. We have no clue how many might take advantage of the opportunity and, of course, weather will be a factor.

What do you think? Can we use your lot?

Jane Pennington
Executive Director
Downtown Lawrence, Inc.
900 Massachusetts, Ste 100
Lawrence, KS 66044
785-842-3883

Downtown Lawrence ... Think Outside the Box Store

No. P30

Dep't 001-0000-345-2500

THE CITY OF LAWRENCE, KANSAS

6 East 6th Street

Lawrence, Kansas Nov 14 2007

Downtown Lawrence

Special Event

100 00

OK #
62463

THANK YOU

100 00