

**Lawrence Douglas County  
Metropolitan Planning Office**

6 East 6<sup>th</sup> 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**

**RECEIVED**

JUN 02 2008

City County Planning Office  
Lawrence, Kansas

**SPECIAL EVENT PERMIT APPLICATION FORM**

**Applicant Information**

Date: 5-30-08  
Name: Scott ZAREMBA  
Company: ZARCO 66 Earth Friendly Fuels  
Address: 2005 W 9<sup>th</sup>  
Phone: 785 843-6086 Mobile: ( ) 766-0073  
Fax: ( )

**Event Information**

Address: 2005 W 9<sup>th</sup>  
Property Owner: ZARCO 66 Inc

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:**

Grand opening of ZARCO 66 Earth Friendly Fuels. Political Speeches and media tours. Demonstration of Earth Friendly Energy Sources Wind, Solar, Green Roof, Garden, Bio-Fuel Dispensers

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

Dates: 6-30-08

(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: 8:30am to 2pm

**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?** yes

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?** yes

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

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

If no, a transient merchant license must be obtained from the City Clerk's office—785-3308 (City Hall, 6 East 6<sup>th</sup> 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 (11<sup>th</sup> 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.



Temp close 9th Street Terr From 8:30 TO 2pm

Stage on 9th Street Terr For Grand Open Speeches  
10'x50'

Display Areas For Wind, Solar, Bio-Fuels Suppliers

Living roof Display with coffee House Below.

No. P30

Dept. 801-0000-345-2500

**THE CITY OF LAWRENCE, KANSAS**

6 East 6th Street

Lawrence, Kansas

June 3 2008

Zarco 66

Special Event

50 00

CK#  
047506

THANK YOU

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