



**SPECIAL EVENT PERMIT  
HENRY T'S 25<sup>TH</sup> ANNIVERSARY  
SE-16-00119**

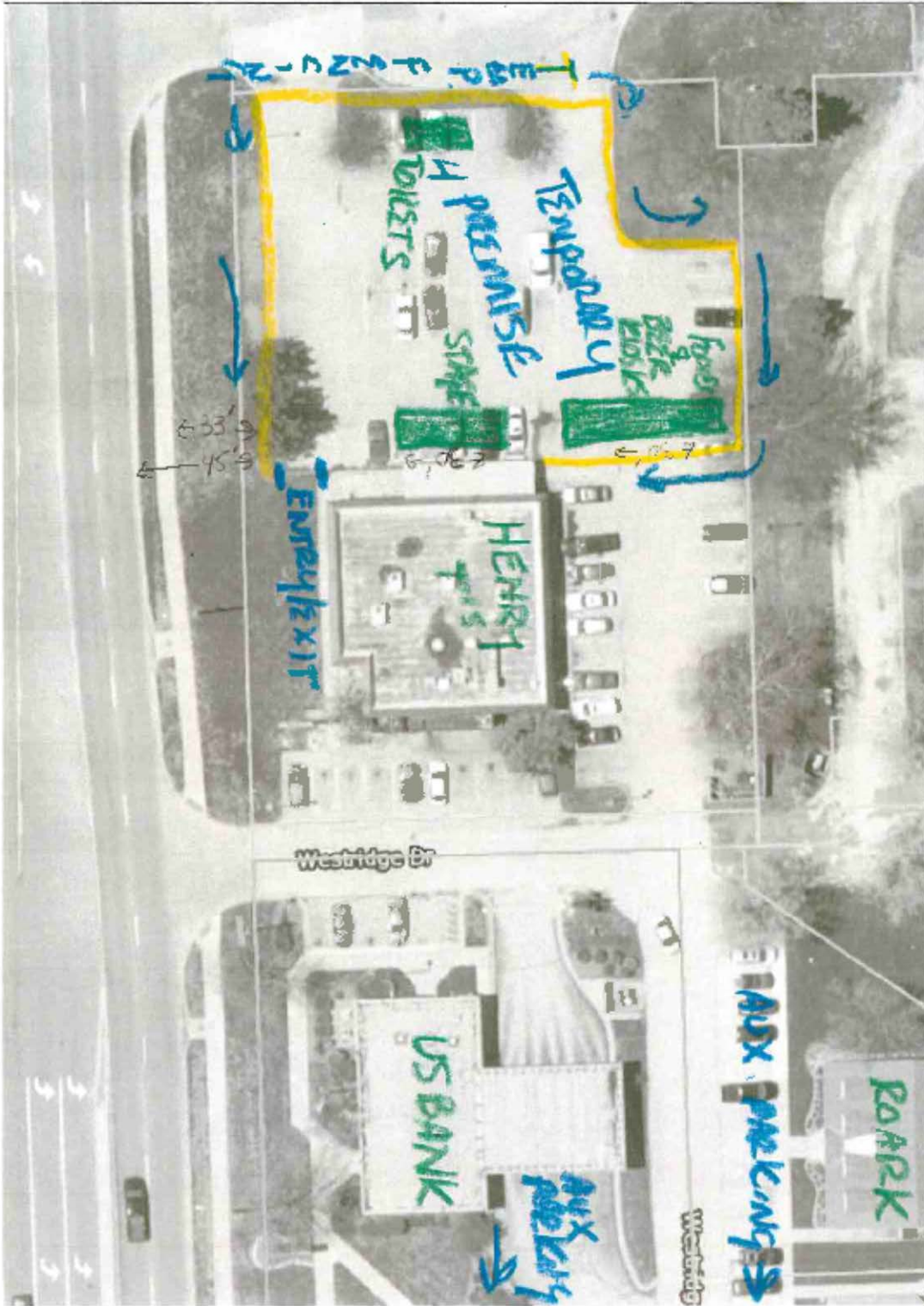
<b>EVENT ADDRESS:</b>	3520 W. 6 <sup>th</sup> Street		
<b>APPLICANT:</b>	Sean Garrity c/o Henry T's Bar & Grill	<b>Property Owner:</b>	James N. Baggett & Marguerite H. Ermeling
<b>APPLICANT ADDRESS:</b>	3520 W. 6 <sup>th</sup> St. Lawrence, KS 66049	<b>Owner Address:</b>	1347 Massachusetts St. Lawrence, KS 66044
<b>EVENT DATE(S):</b>	May 14, 2016	<b>Event Type:</b>	5
<b>EVENT DESCRIPTION:</b>	Parking lot party with food and beverages available at kiosks. Live music from 6pm-9pm.		
<b>EVENT TIME</b>	3PM – 9PM	<b>Event Number:</b>	1 City Commission approved 5-3-16

**CONDITIONS OF APPROVAL**

1. Special Event Permit must be displayed on site during hours of operation.
2. Temporary sign permit must be obtained from Development Services if temporary signage is to be used.
3. Any structures must be removed within 24 hours after the cessation of the event.
4. Vehicles used for storage of merchandise for event may only be on site during the approved hours of operation.
5. Trash receptacles or other sanitation provisions must be provided, as needed.
6. All tents, membrane structures, sidewalls, curtains, etc. must be flame retardant to NFPA 701.
7. Tents including tie down ropes, must be separated by a minimum of 12'.
8. Cooking with an open flame may not occur within 20' of a tent, cooking tents must be separated from other tents by 20'.
9. Event parking will be provided on adjacent lots according to the submitted plan. Parking area will be delineated with orange cones and parking attendants will direct vehicular traffic during event.
10. A 2A 10BC Fire Extinguisher shall be on-site during the duration of the event.
11. Events that encompass sidewalks must provide unobstructed ingress and egress to structures.

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Site



Douglas County, KS Property View



lawrence & topoka  
3520 W 6<sup>th</sup> St.  
Lawrence, KS 66049

Henry T's 25<sup>th</sup> Anniversary Parking Lot Party

Saturday, May 14<sup>th</sup>, 2016

To whom it may concern:

We would like to have a parking lot party from 3pm to 9 pm to celebrate our 25<sup>th</sup> Anniversary in business. It will include kiosks for food and beer. Additionally there will be a covered stage for announcements and a band to play from 6 pm until 9 pm.

We will sell tickets for the food and beer. We will ID for beer tickets and place a wristband on those that are of age.

We will have a fence surrounding the event space. There will be one gate. The gate will be manned at all times.

We will have staff working the perimeter of the event picking up trash and preventing people from hopping the fence.

We will lose 36 parking places by closing the western part of our parking lot. However, we have obtained permission by the adjacent property owners (USBank and Roark & Associates) to use their parking lots which have 39 parking spaces. They are closed on that Saturday during the times of the event and we are able to use the entirety of their lots.

We will have 4 portable toilets for the event in addition to our indoor restrooms provided by A-1 portable toilets.

We expect between 50 and 300 people to attend during the 6 hours of the event.

Sincerely,

Sean Garrity