

Department of Planning and Development Services
6 East 6th Street, PO Box 708 Lawrence KS 66044
(785) 832-3150
Fax (785)832-3160
www.lawrenceks.org/pds

FEE:	
Type 1-4 Events -----	\$50
Type 5 Events -----	\$100
Events that require	
City Commission approval -----	\$100

SPECIAL EVENT PERMIT APPLICATION FORM

A complete application and fee must be submitted a minimum of 5 days prior to the event date for an administrative permit.

Permits which require City Commission approval will require additional processing time.

RECEIVED

EVENT NAME: Grinder Nationals

MAR 14 2019

APPLICANT INFORMATION:

Planning & Development Services
City of Lawrence/Douglas County, KS

Date: April 13, 2019

Name: Troy Farrar

Company or Group: USECF

Address: 5114 Bellarive Bend College Station Tx 77845

Phone Number: (979) 703-5018

Mobile or Cell Phone Number: (912) 417-4949

Fax Number: ()

E-mail Address: advrace@aol.com

EVENT INFORMATION:

Address: City Property behind Johnny's Tavern on 2nd Street

Property Owner: City of Lawrence

Property owner's written permission must be provided by mail, fax, or e-mail to the Planning Office (fax: 785-832-3160) before a permit can be approved.

Please check the type of event:

- Type 1: Fundraising or non-commercial events for nonprofit religious, educational or community service organizations (which do not meet the exemption criteria in Section 6-1503 of City Code.)
- Type 2: Promotional activities or devices intended to attract attention to a specific place, business, organization, event or district, such as outdoor entertainment or display booths
- Type 3: Outdoor commercial activities intended to sell, lease, rent or promote specific merchandise or services [such as a tent sale, farmers market or product demonstration] or indoor seasonal events which draw additional visitors to a property [such as a haunted house]
- Type 4: Christmas tree sales
- Type 5: Public events intended primarily for entertainment or amusement, such as concerts or festivals.

Permits for Type 5 events require City Commission approval.

Please describe the proposed Special Event: See attached sheet

Proposed dates: April 13, 2019 to April 13, 2019

- *Each permit is valid for a maximum of 14 consecutive days. Several permits may be applied for consecutively if event is to run more than 14 consecutive days.*

If application applies to **non-consecutive** events provide the dates for each event. (Each 14 day period will require a permit.)

From _____ to _____

From _____ to _____

From _____ to _____

From _____ to _____

Number of permits that have been administratively approved for this location this calendar year. 0

- *Please contact the Planning Office (785-832-3150) for the number of administrative permits that have been approved.*

4 permits may be administratively approved for a property per year. Any additional permits require City Commission approval.
Christmas Tree Sales are not subject to this requirement.

Grinder Nationals / Gravelleur's Raid / The Joy Ride
April 13, 2019

EVENT DESCRIPTION

There will be 3 bicycling events as part of this event (Grinder Nationals, Gravelleur's Raid & The Joy Ride)

Grinder Nationals is a 100-mile bicycle race that takes place in Douglas & Jefferson Counties where riders will travel 100 miles and finish on the levy behind Johnny's Tavern on 2nd street.

Gravelleur's Raid is a 50-mile noncompetitive bicycle ride that takes place in Douglas & Jefferson Counties where riders will travel 50 miles and finish on the levy behind Johnny's Tavern on 2nd street.

The Joy Ride is a free family bike ride that will take place on the levy where families will go on a short ride led by the Lawrence Bicycle Club. We have partnered with the Lawrence Rotary Club and plan to give away free helmets to the first 100 kids and have some fun activities for the families after the ride such as a fire truck & police car.

Requested Area Use Overview

We would like to use the area requested for overflow parking, helmet fitting for The Joy Ride helmet give away, Joy Ride support such as a fire truck and police car for the kids, a place for the timing equipment at the finishline and an area for spectators to gather and cheer on the riders as they finish Gravelleur's Raid & Grinder Nationals.

Anticipated Attendance

200-300 participants

Parking

We will direct the participants to the parking areas using volunteers with orange vest prior to the event at 6am. We are requesting to use the Union Pacific Depot parking lot and the city levy parking lot located on the SE corner of Locust & Hwy 40/59 for primary parking`.

Overflow Parking

We are requesting permission to use the grassy area indicated on the attached map for overflow parking.

Porta Johns & Trash Receptacles

We are requesting permission to use the grassy area indicated on the attached map for porta Johns. We will also place trash receptacles around the area being used. After the event we will walk both primary parking lots and the entire grassy area and pick up any trash as well as haul off all trash from the event. Porta Johns will be provided by Anderson Rental.

Pedestrian Protection


For overflow parking, the cars will be separated from the pedestrians by orange cones which do not allow cars to access the pedestrian area.

Grinder Nationals – Finish line Area

KEY

Tent 

Finish line 

Timing Trailer 

Porta Johns 

Primary Parking 

Parking Overflow 

Family Ride Support 
(Possibly firetruck, police car, tent, etc)

Cones Separating Traffic from Participants 

