



GARDINER CITY COUNCIL
AGENDA ITEM INFORMATION SHEET



Meeting Date	08/02/2023	Department	City Clerk
Agenda Item	4e. Approval of an event at the Waterfront Park: Waterfront Worship on 8/27/23		
Est. Cost			

Background Information	
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Requested Action	" I move to approve the event at the Waterfront park: Worship on the Waterfront "
City Manager and/or Finance Review	
Council Vote/ Action Taken	
Departmental Follow-Up	

City Clerk Use Only	1 st Reading _____	Advertised _____	EFFECTIVE DATE _____
	2 nd Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____



Special Event Application

Applicant's Name: Ramsey Tripp
Applicant's Address: 259 Brunswick Ave.
Applicant's Phone Number(s): 207-756-4515
Applicant's Email Address: RT@TRADEMARKR.TV
Event Name: Worship on the Waterfront
Date(s): i August 27th
Location: Waterfront Park
Event Description: Worship Night on the waterfront

Minor Event: \$50.00 / Major Event: \$100.00

Applicant has requested fees be waived/reduced for the following reason:

- Non-profit charitable cause
- Gardiner Main Street sponsored
- MSAD #11 (Clerk fees waived per council order)

	YES	NO
Have you made arrangements with Public Safety to ensure public safety, crowd control and noise levels?		X
Have you addressed parking?	X	
Have you made arrangements for clean-up and/or trash removal?	X	
Will you be providing port-a-potties?		X
Will there be any use of fire, i.e. tiki torches, grills, barbeques, bonfires, etc.? If yes, a burn permit must also be obtained from the Fire Department for the date specified.		X
Will there be a parade associated with the event? If yes, have you contacted the Chief of Police?		X
Will you be posting a banner? If yes, you must contact the Code Enforcement Officer with details and for approval.		X
Will you need electricity? If so, how many hours? If yes, you must contact the Buildings & Grounds Director.	X	
Is this a Minor Event – it will not exceed four hours in duration and fewer than 100 people will be affiliated – i.e. wedding ceremony, etc. (*30 day minimum requirement for the application process time)		
Is this a Major Event – it will exceed four hours in duration and/or more than 100 people will be affiliated – i.e. community festival, carnival, street dance, etc. Major events involve additional City Services and fees for services apply – i.e. police protection, clean-up, electricity, etc. (*60 day minimum requirement for the application process time)	X	

Please send application and payment (payable to City of Gardiner) to:
City Clerk's Office, 6 Church Street, Gardiner, ME 04345



Special Event Application

- I understand permits may be required before operating or conducting any activity on property owned by the City of Gardiner.
- As the applicant, I have the authority from the owner to apply for this license from the City of Gardiner.
- Events are considered rain or shine.
- This permit does not authorize alcohol on any public property, including but not limited to the Common, Waterfront, streets and sidewalks.
- The applicant will provide proof of insurance to the City of Gardiner with the City of Gardiner being named as additionally insured. **(Required)** (Tenant User Liability Insurance / TULIP insurance)

Failure to answer and comply with all the questions in this application may result in the application not being approved.

Ramsey Tripp
Applicant's Signature

7-13-23
Date

Office use only:

Received in Clerk's Office by Brian Cote Date 7/13/23

Approved by

CM _____ Police _____ Fire _____ PW/B&G _____ CEO _____ ED _____

City Council Approval (If necessary)

City Council hereby finds that:

1. The proposed Special Event is consistent with the goal of promoting the use of City owned property for recreational, entertainment or charitable events; and
2. That the proposed Special Event can be conducted in the location proposed without endangering the public safety or disturbing the peace and order of the City of Gardiner; subject to the attached list of conditions:

Dated this _____ day of _____, 20____.

Municipal Officer of the City of Gardiner

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