



REPORT TO CITY COUNCIL

TO: The Honorable Members of the City Council

FROM: Debra Irvin, City Manager *DI*

DATE: June 26, 2018

SUBJECT: A request from Deer Valley to hold a Community Day Event on the parking lot of 8600 Airport Rd.

We have investigated the Subject item, above, and present the following as our findings:

BACKGROUND

8600 Airport Road is a small multi-tenant space that sits back from Airport Road and Hanley Road.

REQUEST

Event type: Community Day

Date: August 25, 2018

Number of People: 400-500

Time: 10:00am – 2:00pm

Music – DJ

Food – Provided by Ol'Henry's

Tent – No

Stage – No

Inflatable Jump Houses – No

RECOMMENDATION

Staff recommend approval with traffic control

SUPPORTING DOCUMENTS

- -Open Air Event Application

REQUESTED ACTION

Approve with traffic control

Respectfully submitted,

OPEN AIR EVENT APPLICATION

CITY OF BERKELEY
DEPARTMENT OF PUBLIC WORKS
8425 AIRPORT RD
BERKELEY MO 63134
Office 314-524-3313 Fax 314-264-2074
WEBSITE: www.cityofberkeley.us

DATE RECEIVED: 6-26-18
DATE TO COUNCIL: 7-16-18
DATE APPROVED: _____
DATE DENIED: _____
WARD: 4

PLEASE COMPLETE THE ENTIRE FORM AND PRINT LEGIBLY

Incomplete forms will be returned. Complete application packets must be submitted no less than four (4) weeks before the event. All *open-air events* are approved by the City Council, pursuant Section 400.530 F (3).

CONTACT INFORMATION

Contact Name: Shelby Hoover
Mailing Address: 8600 Airport Rd. Suite 105
City: Berkeley State: MO Zip Code: 63134
Phone Number: 314-355-3679 ext 308 E-mail Address: shoover@deervalleyhomehealth.com
Organization Name: Deer Valley Home Health
Mailing Address: 8600 Airport Rd. Suite 105
City: Berkeley State: MO Zip Code: 63134
Phone Number: 314-355-3679 E-mail Address: _____

SPECIFIC REQUEST INFORMATION

Type of Event: Community Day - Deer Valley Day
Location of Event: 8600 Airport Road - Parking Lot
* Event Date: Aug 25, 2018 Estimated Number of People Attending: 400-500 people
Starting and Ending Time (no later than 11:00 p.m.): 10 am to 2 p.m.
Name of Street to be Closed Off (specify hundred block and cross streets): _____

Type of Parking Control Proposed (e.g. cones): _____
Provider of Barricades (the City of Berkeley does not provide barricades): _____

Use of Outdoor Sound Amplification:

No _____ Yes ☒ (Sound Amplification License required and must end prior to 11:00 p.m.)

Radio/Stereo ☒ DJ _____ Live Band _____

Use of Food Vendors or Caterers: No _____ Yes ☒ (Business requires separate license) Ol' Henry

Name of Catering Business: Ol' Henry Restaurant Phone Number: 736-6800

Use of a Tent: No _____ Yes ☒ (Building Permit may be required and cannot erected at the existing pavement or sidewalk). The Inspections Department can be contacted at 314-400-3713. No cooking in the tent.

Use of a Stage: No ☒ Yes _____ (Building Permit may be required)

Use of Inflatable Children Toys (Jumpies): No _____ Yes _____ (Must be located on

Private property) List Special Events, Displays or Activities Planned: _____

Sec. 600.120L Use of Alcohol (sales and underage drinking is prohibited): Initials R.W.P.

Sec. 210.2250: Outdoor cooking on the front building line is prohibited: Initials R.W.P.

Sec. 605.580: Flea Market Prohibited

ADDITIONAL INFORMATION TO BE PROVIDED

• *Current copy of a state issued identification card for the contact person*

I have read, understand, agree and will fully comply Berkeley Municipal Code and the following:

1. An approved permit may be cancelled at the discretion of the City Manager or his designee for failure to obey the terms of the permit policy or for public safety reasons;
2. The applicant agrees to hold the City of Berkeley and its officials, agents and employees harmless for any claim or injury arising out of the use of any public street, sidewalk or other facility in conjunction with the terms and conditions of this permit;
3. The person listed on the application as having authority to control the event must remain at this event until its completion and shall be available to accept any complaints;
4. Street closing barricades must be easily moved in case of an emergency and equipped with appropriate warning devices also visible after sunset. The use of a vehicle as a barricade is prohibited;
5. An approximate twelve-foot (12') emergency drive aisle shall remain clear at all time;
6. No alcoholic beverages shall be sold at any event.
7. The use of illegal fireworks is prohibited; and
8. The open-air permit is limited to the date and time specified on the permit but in no event, shall it begin before noon on Sundays or continue after 11:00 p.m.

Rhonda Ware-Potts
Contact Name (Print)

Rhonda Ware-Potts
Contact Name (Signature)

Date: June 26, 2018