



Parks & Rec Director Andrew Gai is fine with opening the park for this event and will have the water turned on.

PUBLIC WORKS DEPARTMENT
8425 Airport Road Berkeley Missouri 63134-2098 | (314) 400-3707 | www.cityofberkeley.us

OPEN AIR EVENT APPLICATION

PLEASE COMPLETE 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 to Section 400.530 F (3).

Date Received: 02 / 12 / 2026
Date to Council:
Date Approved:
Date Denied:
WARD:

CONTACT INFORMATION:

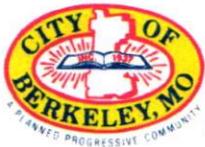
Contact/Applicant Name: TRACY COLE
Applicant Address: 6125 JEFFERSON AVE
City, State, & Zip: Berkeley, MO 63134
Phone Number:
Email:
Organization Name:
Mailing Address:
City, State, & Zip:
Phone Number:
Email:

SPECIFIC REQUEST INFORMATION:

Type of Event: Easter Egg Hunt
Location of Event: Independence Park - 8296 Frost Ave, Berkeley, MO 63134
Date of Event: 3/28/2026 Estimate # of People Attending: 100
Starting and Ending Time (no later than 11:00 pm): 10am - 4pm
Name of Street to be Closed Off (specify hundred block and cross street): N/A
Type of Parking Control Proposed (e.g., cones): None
Provider of Barricades (the City of Berkeley does not provide barricades): none

USE OF OUTDOOR SOUND AMPLIFICATION:

[X] YES [] NO (Sound Amplification License required and must end prior to 11:00 pm.)
[] RADIO/STEREO [] DJ [] LIVE BAND



USE OF FOOD VENDORS OR CATERERS:

YES NO (Business requires separate license.)

Name of Catering Business: _____ Phone Number: (____) _____ - _____

USE OF A STAGE:

YES NO
(Building Permit may be required.)

USE OF INFLATABLE CHILDREN TOYS (JUMPIES):

YES NO
(Must be located on private property.)

USE OF A TENT:

YES NO (Building Permit may be required and cannot erect at the existing pavement or sidewalk. No cooking in the tent. The Inspections Department can be contacted at (314) 400-3713.)

List Special Events, Displays, or Activities Planned:

Easter Egg Hunt for children

Please provide a current copy of a State issued Identification Card for the Contact Person/Applicant.

PLEASE INITIAL:

Section 600.120L - Use of Alcohol (sales and underage drinking is prohibited).
Section 200.2250 - Outdoor cooking on the front building line is prohibited.
Section 605.580 - Flea market prohibited.

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

- 1) An approved permit may be cancelled at the discretion of the City manager or his/her 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 times;
- 6) No alcoholic beverages shall be sold at any event;
- 7) The use of illegal fireworks is prohibited; and
- 8) The Open-Air Event 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 pm.

Contact/Applicant Name (PRINT)

Contact/Applicant Signature

2, 12, 2024
Date