

CP-23-391

Special Events & Film
Applications/Permits
Status: Active
Submitted On: 10/13/2023





Primary Location

0 COVE ROAD
STAMFORD, CT 06902

Owner

CITY OF STAMFORD
888 WASHINGTON BLVD STAMFORD, CT
06901-2930

Applicant

 Mags Conroy
 646-732-0637
 conroyma@hotmail.com
 33 hastings lane
Stamford, CT 06905

Cashiering & Permitting

What type of service are you in need of today?*

Special Events

Please select an event category *

Athletic/Recreation

Is this a new event? * ?

No

Will you be using a City Park for your event? * ?

No

Event Date *

12/02/2023

Will this event be held on a weekend?*

Yes

Special Event Set Up Start Date: *

12/02/2023

Special Event Set Up End Date:*

12/03/2023

Set Up Time* ?

10.30AM

Break Down Time* ?

5PM

Event Start Time* ?

12PM

Event End Time* ?

4.30PM

Name of Event or Vendor* ?

22nd Annual Terry Conners
Synchronized Skating Open

Description of Event:* ?

The event is a synchronized skating competition, with teams from the local area and surrounding states.

Is your organization a non-profit with the ability to attach proof such as your 501(c)3 documentation?

Yes

Number of Participants (including children): * ?

700

Contact Person (if different from applicant):

Local Business Name & Address:

Southern CT Synchronized Skating

Is this a corporate or company hosted event?*

No

Phone Number (if different from applicants):

Secondary Phone Number (back up contact):*

9172320603

Will beer be served? * ?

No

Will there be catered food at this event?

No

Have you ever had a permit revoked?*

No

You are required to verify that you will have a CPR certified person with your group. Please be prepared to attached said documents prior to submitting this form.

Will there be swimming at this event?*

No

Will Animals be used in this production?*

No

Will you be using the city street or sidewalk?*

No

Will you be erecting a tent/stadium seating/stage?

No

Please provide your EIN or Tax ID if applicable

***-**-2107

Will this event be promoted on social media and any other forms of media?*

Yes

If Yes, please describe how, where, and when*

Our club Instagram page

Do you plan to use owned or rented equipment during the event? * ?

Yes

Will you require the use of a metered parking spot(s)?*

No

I understand that all payments are non-refundable. *



City Services Needed:

The items below may be available for a fee on the date(s) of your event. Please be aware that there are costs associated with these services. Please check the boxes of the services you will be in need of below:

Electricity 

No

Dumpsters/Trash Toters 


No, I do not need a Dumpster

Showmobile/Stage/Rack Truck 

No

Podium 


No

PA System 

No

School Bus Parking (non SPS) 

No

Bus Parking (non-school) 


Yes

Custodial Services 

No

Parks Maintenance 

No

Barriers to Close Off Roads 

No


Traffic Engineering Event Staffing

 Select First Employee


—

 Number of Hours Worked (1st):

—


 Date projected to work (1st):

—

 Select Second Employee

 Number of Hours Worked (2nd):

—

 Date projected to work (2nd):


—

 Select Third Employee

—

 Number of Hours Worked (3rd)


—

 Date projected to work (3rd):

—

Additional Cove Vehicle

 Vehicle Make

 Vehicle Model

History

Date	Activity
10/13/2023, 12:35:00 PM	Mags Conroy started a draft of Record CP-23-391
10/13/2023, 12:59:42 PM	Mags Conroy submitted Record CP-23-391
10/13/2023, 12:59:43 PM	approval step Cashiering and Permitting was assigned to Daniela Castrillon on Record CP-23-391
10/13/2023, 12:59:44 PM	changed the deadline to Oct 16, 2023 on approval step Cashiering and Permitting on Record CP-23-391
10/13/2023, 1:31:25 PM	Daniela Castrillon assigned approval step Cashiering and Permitting to Kim Gerbert on Record CP-23-391
10/13/2023, 2:23:27 PM	Kim Gerbert approved approval step Cashiering and Permitting on Record CP-23-391
10/13/2023, 2:23:29 PM	approval step Internal Parks and Recreation Approval was assigned to Margarita Arenas on Record CP-23-391
10/13/2023, 2:23:29 PM	changed the deadline to Oct 18, 2023 on approval step Internal Parks and Recreation Approval on Record CP-23-391
10/16/2023, 10:28:31 AM	Margarita Arenas waived approval step Internal Parks and Recreation Approval on Record CP-23-391
10/16/2023, 10:28:32 AM	approval step Recreation Services was assigned to Megan Gearhart on Record CP-23-391
10/16/2023, 10:28:32 AM	approval step Risk Manager was assigned to David Villalva on Record CP-23-391
10/16/2023, 10:28:32 AM	approval step Fire Marshal was assigned to Robert Martino on Record CP-23-391
10/16/2023, 10:28:33 AM	approval step Police Department/Extra Duty was assigned to Stamford PD Extra Duty on Record CP-23-391
10/16/2023, 10:28:33 AM	changed the deadline to Oct 19, 2023 on approval step Recreation Services on Record CP-23-391
10/16/2023, 10:28:33 AM	changed the deadline to Oct 20, 2023 on approval step Risk Manager on Record CP-23-391
10/16/2023, 10:28:33 AM	changed the deadline to Oct 19, 2023 on approval step Fire Marshal on Record CP-23-391
10/16/2023, 10:28:33 AM	changed the deadline to Oct 19, 2023 on approval step Police Department/Extra Duty on Record CP-23-391

Timeline

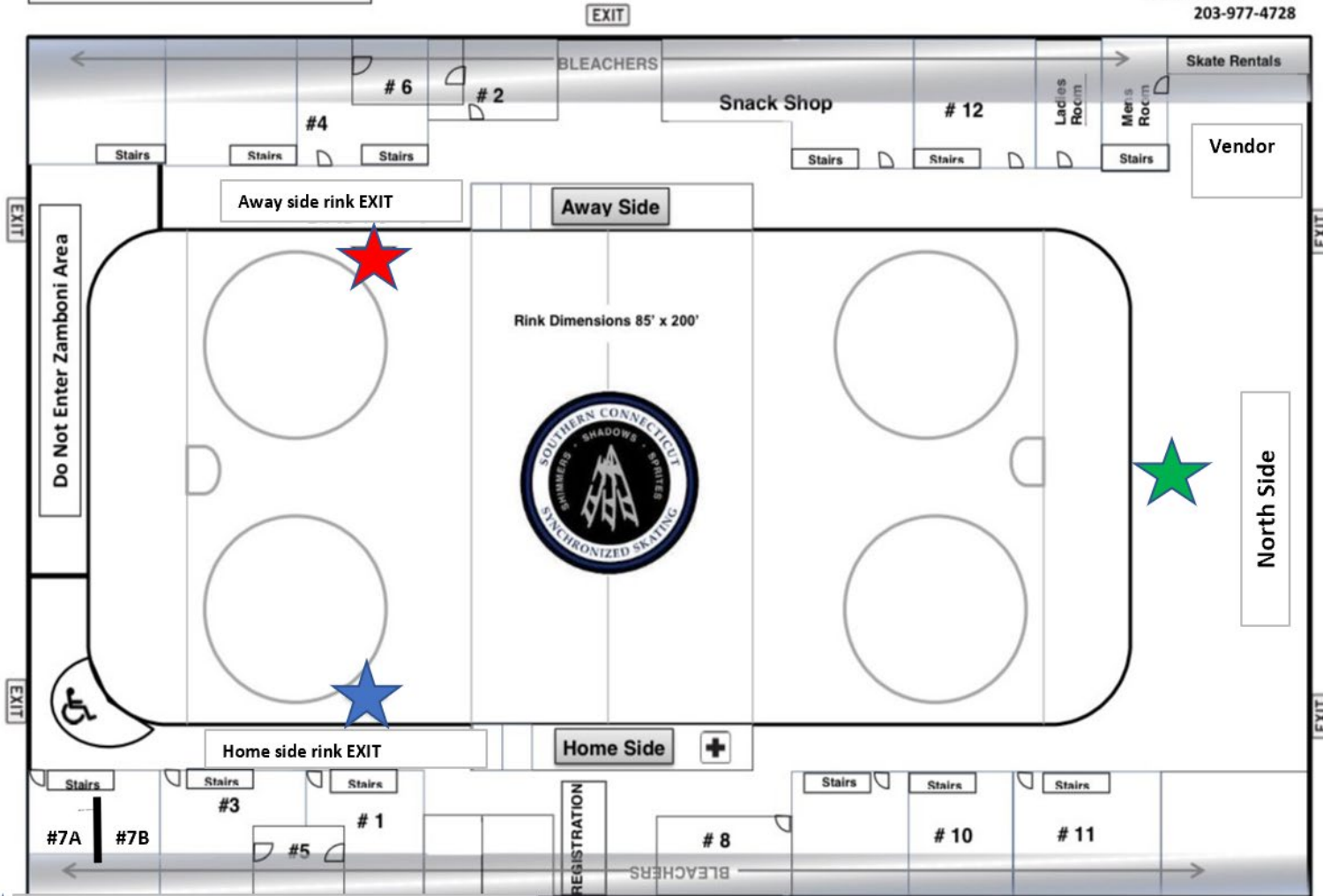
Label	Activated	Completed	Assignee	Due Date
✓ Cashiering and Permitting	10/13/2023, 12:59:43 PM	10/13/2023, 2:23:27 PM	Kim Gerbert	10/15/2023
✓ Internal Parks and Recreation Approval	10/13/2023, 2:23:28 PM	10/16/2023, 10:28:30 AM	Margarita Arenas	10/17/2023
✓ Recreation Services	10/16/2023, 10:28:32 AM	-	Megan Gearhart	10/18/2023
✓ Risk Manager	10/16/2023, 10:28:32 AM	-	David Villalva	10/19/2023
✓ Fire Marshal	10/16/2023, 10:28:32 AM	-	Robert Martino	10/18/2023
✓ Police Department/Extra Duty	10/16/2023, 10:28:32 AM	-	Stamford PD Extra Duty	10/18/2023




Label	Activated	Completed	Assignee	Due Date
✓ Director of Operations	-	-	-	-
💰 Custom Payment	-	-	Mags Conroy	-
📄 Permit Issuance	-	-	-	-

The Terry Connors Open competition takes place inside the Terry Connors Rink. Teams will use the locker rooms. While waiting to compete, the teams will sit in the bleachers. Teams will arrive mostly by car and park in the parking lot outside the rink. A couple of teams may arrive by bus and park in the parking lot outside the rink. Over the course of this 2-day event we estimate ~ 750 skaters will pass through the rink.

Terry Conner's Rink Diagram

Terry Conner's Rink
 1125 Cove Road
 Stamford, CT 06902
 203-977-4728



-  All locker rooms enter the ice on the North side
-  Home Side Locker Rooms exit at the star on the Home side
-  Away Side Locker Rooms exit at the star on the Away side

Door
 First Aid