



CP-24-17

Special Events & Film
Applications/Permits

Status: Active

Submitted On: 1/23/2024

Primary Location

0-Scalzi Park BRIDGE
STREET
Stamford, CT 06902

Owner

City of Stamford
888 Washington Blvd
Stamford, CT 06904

Applicant

Sandra Barrett
 203-249-3903
 vajsbs@aol.com
 57 Quintard Terrace
Stamford, CT 06902

Cashiering & Permitting

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

Special Events

Please select an event category *

Public Use of Park

Is this a new event? *

Yes

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

Yes

Please be advised, you are not allowed to charge admission fees for an event at a city park.

Will this event occur solely in a city park or will it extend past city park limits?*

This event will occur solely in a city park.
There is no intent for the participants of this event to leave the park and re-enter.

Please be sure that the location you are hoping to reserve is available by going to the Cities **Park Permit Calendar**.

Will this event be held on a weekend?*

Yes

Special Event Set Up Start Date: *

06/02/2024

Special Event Set Up End Date:*

06/02/2024

Set Up Time* ?

8:00am

Break Down Time* ?

8:00pm

Event Start Time* ?

10:00am

Event End Time* ?

5:00pm

Please select a city park.* ?

Scalzi Park

Name of Event or Vendor* ?

North Stamford Seventh-Day Adventist
Church

Description of Event:* ?

Impact Stamford event - health fair, blood pressure, massages and other activities

**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): * ?

50

Contact Person (if different from applicant):

Pastor Michael Ulett

Local Business Name & Address:

2136 High Ridge Road Stamford CT 06903

Is this a corporate or company hosted event?*

Yes

Corporate Name & Address:*

North Stamford SDA Church

Phone Number (if different from applicants):

(860) 655-2736

Secondary Phone Number (back up contact):*

(646) 295-5664

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?

Yes

If yes, describe the dimensions of the tent/stadium seating/stage. *

About 30 - 8x10 pop up tents and one 60x30 tent to be professionally pitched (planning to use Brian at Affordable Tents)

Please provide your EIN or Tax ID if applicable

—

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

Yes

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

Flyers on Facebook, Church website, possible radio station

Will you be requesting the use of a pavilion? 

No

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 

Yes

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) ?

No

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

🔒 Vehicle Color

🔒 Vehicle Plate & State

Applicant Adherence to Terms and Conditions

Please review the rules below. By checking the box you are agreeing to the rules of all city parks and facilities. Failure to obey these rule result in penalty and potential citations.

1. Make loud or disrupting noises, including amplified music.
2. Serve or consume intoxicating or alcoholic beverages except beer.
3. Use glass bottles or containers of any kind.
4. Light fires except in picnic grills or fireplaces placed by the city.
5. Refrain from using gas or propane grills.
6. Refrain from using moon-walks or inflatables.
7. Park in designated area between May 1st and September 30th without a valid parking sticker. Permits are required at Cove Island, Cummings, West Beach, Southfield, Newman Mills/Riverbank, and Dorothy Heroy Park(s).
8. Refrain from use of generators. *Additional permit required*
9. Refrain from possessing alcohol, including beer, after 9:00pm.
10. Avoid wanton damage or removal of lawns, trees, shrubs, flowers, benches, bleachers, drinking fountains, or any other property or equipment.
11. Discard paper, trash, rubbish, glass, crockery, or metal, only in containers provided by the City for such purposes, and do not discard household debris at any time.
12. Do not have an unleashed animal except in a vehicle.
13. Refrain from peddling or selling goods, merchandise and food without a City License and Office of Operations permit.
14. Refrain from holding mass meetings or public assemblies except with a City Permit.
15. Do not drive a vehicle at speeds over 15 miles per hour or to park such vehicles except in areas designated for such purposes.
16. Refrain from washing or repairing vehicles in the park.
17. Do not play ball or organized games except in areas plainly designated for such activity.
18. Do not bathe or swim in restricted areas.
19. Refrain from posting signs on tress or other park property.
20. Do not disobey posted signs or warnings.
21. Do not drive or chip golf balls in a park.
22. Do not hunt, trap, or pursue wildlife at any time on public park land.
23. Refrain from consuming food or beverages on artificial turf.

I acknowledge that I have read and agree that I will follow the rules and ordinances of the City of Stamford. I understand that failure to do so may result in unfavorable action.*

✔ Sandra Barrett
Jan 2, 2024

Additional Services/Fees

🔒 Facilities Supervisor (hours)

—

🔒 Electrician (Hours)

—

🔒 Facilities Head Custodian (Hours)

—

🔒 Custodian (Hours)

—

🔒 Parks Foreman (Hours)

—

🔒 Landscape Specialist (Hours)

—

🔒 Parks Maintenance Worker (Hours)

—

🔒 Parks Maintenance Seasonal (Hours)

—

🔒 Number of Meter Bags:

—

🔒 Location of Meter Bags:

🔒 Will meters be used more than one day?

—

🔒 Meter Numbers

Date for Parks and Recreation Commission Meeting

Your event will be scheduled for a P&RC meeting. The purpose of the meeting is to ensure that all requirements have been met up to this point. You can expect to receive confirmation of your required attendance at the scheduled meeting via email or this permitting portal. This meeting occurs monthly on the 3rd Wednesday of the month. Link to Agendas online:

Date of P&RC Scheduled Meeting

02/21/2024

Attachments



Certificate of Insurance

REQUIRED

COI - SNEC - North Stamford SDA Church - The City of Stamford - 1-17-24.pdf

Uploaded by Sandra Barrett on Jan 23, 2024 at 1:25 PM

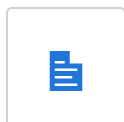


Please upload a strip map or drawing describing plan/event

REQUIRED

IMG_9006.jpeg

Uploaded by Sandra Barrett on Jan 23, 2024 at 1:25 PM

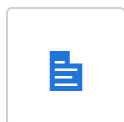


501 (c) 3 Tax Exemption Form

REQUIRED

NS Tax exempt docs.pdf

Uploaded by Sandra Barrett on Jan 2, 2024 at 8:15 PM



SandraBarrett_Certificate.pdf

SandraBarrett_Certificate.pdf

Uploaded by Sandra Barrett on Jan 23, 2024 at 1:26 PM

History

Date	Activity
1/2/2024, 7:55:55 PM	Sandra Barrett started a draft of Record CP-24-17
1/23/2024, 1:26:26 PM	Sandra Barrett added attachment SandraBarrett_Certificate.pdf to Record CP-24-17
1/23/2024, 1:27:12 PM	Sandra Barrett submitted Record CP-24-17
1/23/2024, 1:27:14 PM	approval step Cashiering and Permitting was assigned to Gloria Maria Montoya on Record CP-24-17
1/23/2024, 1:27:14 PM	changed the deadline to Jan 26, 2024 on approval step Cashiering and Permitting on Record CP-24-17
1/23/2024, 1:29:17 PM	Gloria Maria Montoya assigned approval step Cashiering and Permitting to Kim Gerbert on Record CP-24-17
1/23/2024, 1:49:40 PM	Kim Gerbert approved approval step Cashiering and Permitting on Record CP-24-17
1/23/2024, 1:49:40 PM	approval step Internal Parks and Recreation Approval was assigned to Margarita Arenas on Record CP-24-17
1/23/2024, 1:49:40 PM	changed the deadline to Jan 28, 2024 on approval step Internal Parks and Recreation Approval on Record CP-24-17
1/23/2024, 2:35:06 PM	Margarita Arenas waived approval step Internal Parks and Recreation Approval on Record CP-24-17
1/23/2024, 2:35:07 PM	approval step Parks and Recreation Commission Review and Scheduling was assigned to Lesley Capp on Record CP-24-17
1/23/2024, 2:35:07 PM	changed the deadline to Jan 26, 2024 on approval step Parks and Recreation Commission Review and Scheduling on Record CP-24-17
1/23/2024, 2:41:08 PM	Lesley Capp changed Date of P&RC Scheduled Meeting from "" to "02/21/2024" on Record CP-24-17

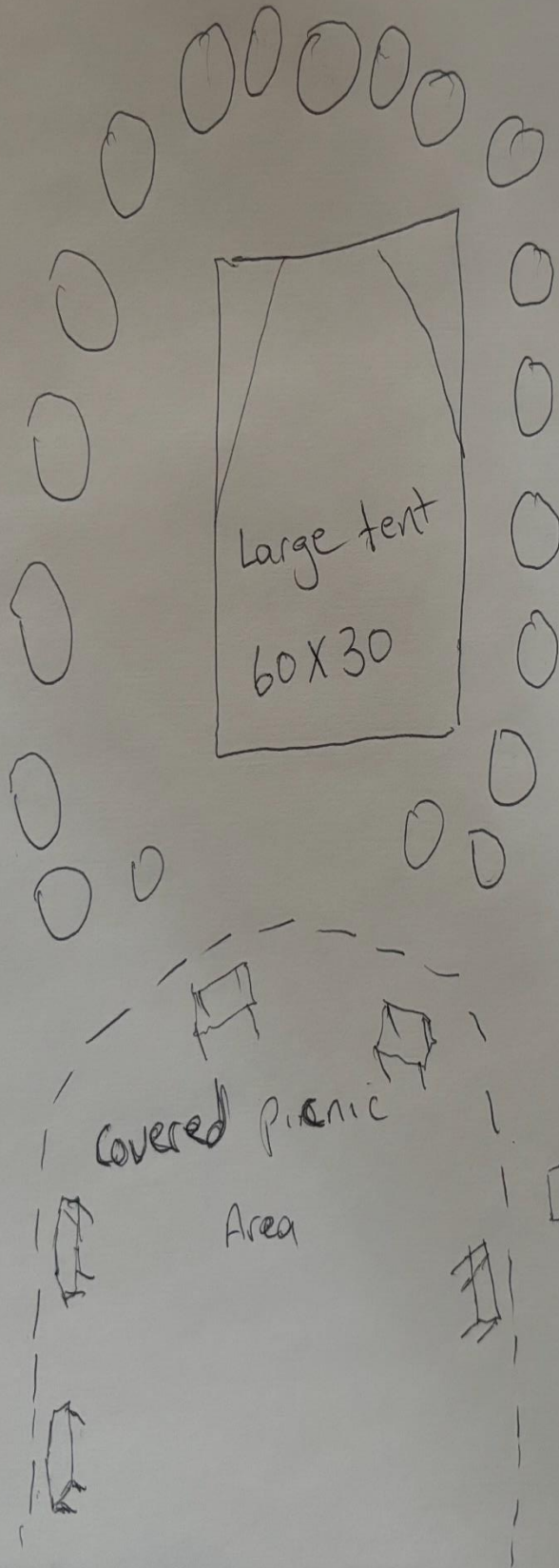
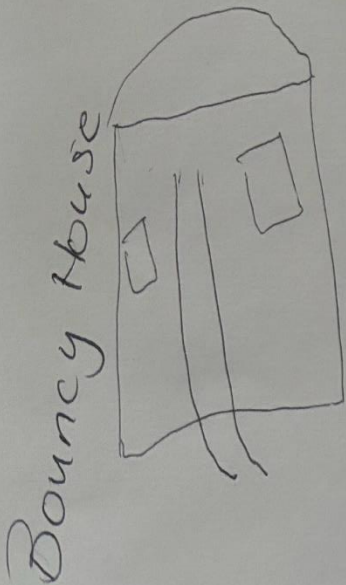
Timeline

Label	Activated	Completed	Assignee	Due Date
✓ Cashiering and Permitting	1/23/2024, 1:27:13 PM	1/23/2024, 1:49:40 PM	Kim Gerbert	1/25/2024
✓ Internal Parks and Recreation Approval	1/23/2024, 1:49:40 PM	1/23/2024, 2:35:06 PM	Margarita Arenas	1/27/2024

Label	Activated	Completed	Assignee	Due Date
✓ Parks and Recreation Commission Review and Scheduling	1/23/2024, 2:35:06 PM	-	Lesley Capp	1/25/2024
✓ Risk Manager	-	-	-	-
✓ Building Department	-	-	-	-
✓ Parks and Recreation	-	-	-	-
✓ Fire Marshal	-	-	-	-
✓ Police Department/Extra Duty	-	-	-	-
✓ Director of Operations	-	-	-	-
✓ Parks and Recreation Commission Approval	-	-	-	-
✓ Facilities	-	-	-	-
✓ Police Department/Use of Parks	-	-	-	-
💰 Custom Payment	-	-	Sandra Barrett	-
📄 Permit Issuance	-	-	-	-

North

South



○ - pop up tents
20 @ 8x10