

CP-24-42

Special Events & Film
Applications/Permits

Status: Complete

Submitted On: 2/15/2024





Primary Location

1125 COVE ROAD
STAMFORD, CT 06902

Owner

CITY OF STAMFORD COVE
ISLAND MARINA
888 WASHINGTON BLVD
STAMFORD, CT 06901-2930

Applicant

 Rob Thorsen
 917-209-0270
 rob.thorsen@gmail.com
 170 Ridge Acres Road
Darien, CT 06820

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

Will this event be held on a weekend?*

No

Special Event Set Up Start Date: *

07/25/2024

Special Event Set Up End Date:*

07/25/2024

Set Up Time* 

10am

Break Down Time* 

9pm

Event Start Time* 

4pm

Event End Time* 

8:30pm

Name of Event or Vendor* 

The HT40 Foundation

Description of Event:* ?

December 6th, 2023

Request for December 13th Committee Appearance for July 25th, 2024 Event Permit

What: The Second Annual Shoulder Check Showcase
When: July, 25th, 2024
Where: Terry Connors Ice Rink // Cove Island Park
Why: Our second annual flagship event, working to Make Kindness and Contact Sport

Recapping last year

Thanks to your support, our inaugural Shoulder Check Showcase was an incredible success.

With a capacity crowd in attendance, we were able to both demonstrate and share the power of peer-to-peer support, embodied by the simple gesture of a hand of a shoulder.

Prior to the on-ice event, the sun was shining and 2000 area residents were able to spend time with one another and take advantage of available concessions and activities, provided by local merchants along with NHL Clubs. 28 professional players were in attendance, every one of whom spent hours engaging with the fans, posing for photos and signing autographs.

20 media outlets were in attendance covering the event, six of which featured the event on their broadcasts that evening, helping drive further awareness for the event and the location. You can see some of the amazing press coverage here on our site as well as our recap film here.

Since the event, our movement, encouraging young men and women to Reach Out, Check In and Make Contact with one another is building momentum literally across the nation. Youth hockey programs from Stamford to Seattle have hosted their own Shoulder Check games, where they make the commitment to check in on each other just like the pros and fans did August 3rd at Terry Connors. We've engaged NCAA programs as well as four NHL franchises and the NHL front office. And we have Shoulder Check moments planned through March already in partnership with corporations, schools, youth sports programs and professional leagues!

Learnings for 2024's Showcase

With your approval and continued support, we'll use the blueprint from our launch event as the start point. In all honesty, we'll replicate 80% of what we did last year as it worked (like it really worked!). From the way partners were arranged outside the rink to the flow of attendees to the in-game experience, most of what we set out to do executed well and lead to positive outcomes across the board for all in attendance as well as for the players themselves, the media and our team. We also learned what parts of our plan can improve this time around from the experience.

Areas for improvement this year:

1. Planning further out specifically with the Fire Department
2. Earlier arrival on-site day of the event to make sure everything is set
3. One additional tent set up on the side of the building (last year we had two), for players to get ready vs putting them in the locker room right beside all the fans – it was a little too much star power too close to all the fans

Building on last year's Showcase

In addition to the great learnings we can apply for ourselves, we're also extremely fortunate our message is resonating, not only in the form of momentum for the initiative itself, but also in interest around the event itself.

Enhancements for this year:

1. We're working to bring a youth hockey tournament to the area July 26th – 28th – with all games to be held at Terry Connors and Twin Rinks. These teams will be

traveling to the area, staying locally and booking out otherwise idle ice slots for the weekend. It's an incredible opportunity for us to extend the Shoulder Check moment to each of those games (8 team boys field and 8 team girls field). These games will be held much as any other hockey game at these venues throughout the regular season, just with some additional signage at the rink, but we're not asking for any additional permitted support for the tournament (nothing outside the buildings or things of that nature)

2. We're building a partnership with the newly launched PWHL (women's hockey league) directly, which will lead to the participation of some of the world's most elite women's players
3. We're expecting support from more NHL clubs as well as more NHL players joining us

In Closing

We're grateful for the opportunity to have launched our program at Terry Connors and we're eager to continue to build on the event's success as a tradition fans of both the game and the message can look forward to and be proud to support.

And we're eager to continue to build it together with your support and sharing more with you on December 13th.

Thank you.

The Shoulder Check Team

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): * ?

2000

Contact Person (if different from applicant):

Sam Cleaves

Local Business Name & Address:

The HT40 Foudnation, Inc

Is this a corporate or company hosted event?*

No

Phone Number (if different from applicants):

Sam Cleaves - 203 550 1491

Secondary Phone Number (back up contact):*

Rob Thorsen - 917 209 0270

Will beer be served?* ?

No

Will there be catered food at this event?

Yes

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. *

Three tents to be put up and taken down day of the event alongside the rink next to the softball field - these tents are to give the athletes someplace to stay away from the crowd, just as they were last year..

Please provide your EIN or Tax ID if applicable

***-**-9919

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

Yes

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

through our instagram page and website - shouldercheck.org

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) [?](#)

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

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

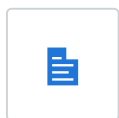
Date for Parks and Recreation Commission Meeting

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

—

Attachments



Certificate of Insurance

REQUIRED

City_of_Stamford_Certificate_GL_Primary_Sport_AI_A-SP-SU-24-01-25-295706_253282.pdf

Uploaded by Rob Thorsen on Feb 15, 2024 at 5:15 PM

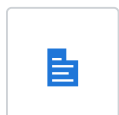


Please upload a strip map or drawing describing plan/event

REQUIRED

Event Map.pptx

Uploaded by Rob Thorsen on Dec 6, 2023 at 3:37 PM



501 (c) 3 Tax Exemption Form

REQUIRED

HT40 501c3 Determination Letter.pdf

Uploaded by Rob Thorsen on Dec 6, 2023 at 3:33 PM



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IMG_2426.jpg

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SCS Food Truck Info 2024.pdf

SCS Food Truck Info 2024.pdf

Uploaded by Rob Thorsen on Jul 13, 2024 at 2:05 PM



Updated Showcase map.png

Updated Showcase map.png

Uploaded by Rob Thorsen on Jul 13, 2024 at 2:24 PM

History

Date

Activity

7/23/2024, 9:53:14 AM

Rob Thorsen altered Record CP-24-42, changed expirationDate from "" to Jul 23, 2025

| Date | Activity |
|------------------------|---|
| 7/23/2024, 9:52:30 AM | Rob Thorsen completed Record CP-24-42 |
| 7/23/2024, 9:52:30 AM | completed document step Permit Issuance on Record CP-24-42 |
| 7/23/2024, 9:50:47 AM | completed payment step Custom Payment on Record CP-24-42 |
| 7/22/2024, 9:29:19 AM | Matthew Quinones approved approval step Director of Operations on Record CP-24-42 |
| 7/19/2024, 11:51:04 AM | changed the deadline to Jul 20, 2024 on approval step Director of Operations on Record CP-24-42 |
| 7/19/2024, 11:51:04 AM | approval step Director of Operations was assigned to Matthew Quinones on Record CP-24-42 |
| 7/19/2024, 11:51:04 AM | Chad Armstrong approved approval step Fire Marshal on Record CP-24-42 |
| 7/19/2024, 11:51:01 AM | Chad Armstrong assigned approval step Fire Marshal to Chad Armstrong on Record CP-24-42 |
| 7/19/2024, 11:51:00 AM | Chad Armstrong unassigned approval step Fire Marshal from Robert Martino on Record CP-24-42 |
| 7/15/2024, 8:25:10 AM | Ebrima Jobe approved approval step Health Department on Record CP-24-42 |
| 7/12/2024, 10:38:38 AM | Kevin Murray altered approval step Police Department/Extra Duty, changed status from On Hold to Complete on Record CP-24-42 |
| 2/20/2024, 8:50:25 AM | Megan Gearhart approved approval step Recreation Services on Record CP-24-42 |
| 2/20/2024, 7:47:04 AM | Shawn Reed waived approval step Building Department on Record CP-24-42 |
| 2/19/2024, 9:29:57 AM | Stamford PD Extra Duty altered approval step Police Department/Extra Duty, changed status from Active to On Hold on Record CP-24-42 |
| 2/16/2024, 2:09:20 PM | David Villalva approved approval step Risk Manager on Record CP-24-42 |
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 19, 2024 on approval step Police Department/Extra Duty on Record CP-24-42 |
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 19, 2024 on approval step Fire Marshal on Record CP-24-42 |
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 19, 2024 on approval step Building Department on Record CP-24-42 |
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 20, 2024 on approval step Risk Manager on Record CP-24-42 |

| Date | Activity |
|------------------------|---|
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 19, 2024 on approval step Health Department on Record CP-24-42 |
| 2/16/2024, 12:22:46 PM | changed the deadline to Feb 19, 2024 on approval step Recreation Services on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Police Department/Extra Duty was assigned to Stamford PD Extra Duty on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Fire Marshal was assigned to Robert Martino on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Building Department was assigned to Shawn Reed on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Risk Manager was assigned to David Villalva on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Health Department was assigned to Ebrima Jobe on Record CP-24-42 |
| 2/16/2024, 12:22:45 PM | approval step Recreation Services was assigned to Megan Gearhart on Record CP-24-42 |
| 2/16/2024, 12:22:40 PM | Margarita Arenas approved approval step Internal Parks and Recreation Approval on Record CP-24-42 |
| 2/16/2024, 9:28:33 AM | changed the deadline to Feb 21, 2024 on approval step Internal Parks and Recreation Approval on Record CP-24-42 |
| 2/16/2024, 9:28:32 AM | approval step Internal Parks and Recreation Approval was assigned to Margarita Arenas on Record CP-24-42 |
| 2/16/2024, 9:28:32 AM | Kim Gerbert approved approval step Cashiering and Permitting on Record CP-24-42 |
| 2/16/2024, 9:25:10 AM | Delphine Wilkinson assigned approval step Cashiering and Permitting to Kim Gerbert on Record CP-24-42 |
| 2/15/2024, 5:15:51 PM | changed the deadline to Feb 18, 2024 on approval step Cashiering and Permitting on Record CP-24-42 |
| 2/15/2024, 5:15:50 PM | approval step Cashiering and Permitting was assigned to Delphine Wilkinson on Record CP-24-42 |
| 2/15/2024, 5:15:49 PM | Rob Thorsen submitted Record CP-24-42 |
| 12/6/2023, 3:05:16 PM | Rob Thorsen started a draft of Record CP-24-42 |

Timeline

| Label | Activated | Completed | Assignee | Due Date | Status |
|--|------------------------|------------------------|------------------------|-----------|-----------|
| ✓ Cashiering and Permitting | 2/15/2024, 5:15:50 PM | 2/16/2024, 9:28:31 AM | Kim Gerbert | 2/17/2024 | Completed |
| ✓ Internal Parks and Recreation Approval | 2/16/2024, 9:28:32 AM | 2/16/2024, 12:22:40 PM | Margarita Arenas | 2/20/2024 | Completed |
| ✓ Recreation Services | 2/16/2024, 12:22:44 PM | 2/20/2024, 8:50:25 AM | Megan Gearhart | 2/18/2024 | Completed |
| ✓ Health Department | 2/16/2024, 12:22:44 PM | 7/15/2024, 8:25:10 AM | Ebrima Jobe | 2/18/2024 | Completed |
| ✓ Risk Manager | 2/16/2024, 12:22:44 PM | 2/16/2024, 2:09:20 PM | David Villalva | 2/19/2024 | Completed |
| ✓ Building Department | 2/16/2024, 12:22:44 PM | 2/20/2024, 7:47:04 AM | Shawn Reed | 2/18/2024 | Skipped |
| ✓ Fire Marshal | 2/16/2024, 12:22:44 PM | 7/19/2024, 11:51:04 AM | Chad Armstrong | 2/18/2024 | Completed |
| ✓ Police Department/Extra Duty | 2/16/2024, 12:22:44 PM | 7/12/2024, 10:38:37 AM | Stamford PD Extra Duty | 2/18/2024 | Completed |
| ✓ Director of Operations | 7/19/2024, 11:51:04 AM | 7/22/2024, 9:29:19 AM | Matthew Quinones | 7/19/2024 | Completed |
| 💰 Custom Payment | 7/22/2024, 9:29:19 AM | 7/23/2024, 9:50:47 AM | Rob Thorsen | - | Completed |
| 📄 Permit Issuance | 7/23/2024, 9:52:29 AM | 7/23/2024, 9:52:29 AM | - | - | Completed |