

RESOLUTION 21-92

**RESOLUTION TO APPROVE A SPECIAL EVENTS PERMIT FOR THE
THE BRIDGE CHURCH-FOOD TRUCKS AND FIREWORKS**

WHEREAS, Title 16, Chapter 3, of the Spring Hill Municipal code requires a permit for special events held in the city; and

WHEREAS, Craig McKown with The Bridge Church, representing the Food Trucks and Fireworks, has made application to the Spring Hill Board of Mayor and Aldermen; and

WHEREAS, the event will require closure of Parkfield Loop South; and

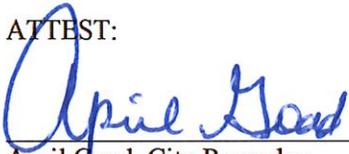
WHEREAS, all requirements in Title 16, Chapter 3 of the Spring Hill Municipal Code have been met.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE CITY OF SPRING HILL, TENNESSEE, that the Special Event Request is approved and staff is authorized to issue a permit for The Bridge Church-Food Trucks and Fire Works to be held on Friday, July 2, 2021.

Passed and adopted this 21st day of June, 2021.


Jim Hagaman, Mayor

ATTEST:


April Goad, City Recorder

LEGAL FORM APPROVED:


Patrick Carter, City Attorney

w/permission


Event Management Plan

Food Trucks and Fireworks



Friday- July 2nd, 2021

**3005 Parkfield Loop S
Spring Hill, TN 37174
(931) 215-4800
connect@bridge.tv**

Special Plan for Event Contingencies

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I. Introduction:

Planning any event is difficult. Planning for the potential risk and hazards associated with a special event or mass gathering is even more difficult but is essential in the event's success.

Food, Trucks and Fireworks at The Bridge Church EVENT OVERVIEW

Food, Trucks and Fireworks at The Bridge Church is a 1 day open-air event held on the campus of The Bridge Church. Food Trucks & Fireworks will take place on Friday, July 2nd at our Spring Hill campus. The event kicks off at 5:00pm with food trucks, inflatables for the kids, and fireworks show. All parking is located at 3005 Parkfield Loop S, Spring Hill, TN 37174, the surrounding parking lots, and a shuttle that runs from Station Hill Church parking lot to The Bridge Church.

Event Times: 5:00-9:00 p.m.

Event Staff

- Event Administrator (overall crowd communication)- Hannah Beadle
- Communications Coordinator (vendor communication)- Liz Craig
- Fireworks Coordinator- Pyro Shows: Travis Forsyth & Brian Cox
- Safety Officer- Judd Smith
- Parking Coordinator- Bruce Walker

The event management plan is a working document and will be amended throughout the planning process.

II. Definition of Special Events and Mass Gatherings:

Special events and mass gatherings have been identified as: any outdoor temporary public gathering conducted on any public or private property that is reasonably expected to simultaneously bring together 600 or more people, block any road, alleyway, etcetera, and/or that could result in extraordinary or exceptional demands being placed on the regular and/or emergency services or our communities. Special events require additional planning, preparedness and mitigation efforts of event promoters/sponsors, regular services, emergency services and emergency management.

III. Planning Process:

The planning process used for this Special Plan for Event Contingencies (SPEC) includes input from a cross-section of all the organizations that are assigned to the event or that could become involved due to the response to an emergency during the event. Potential hazards have been evaluated and those that pose a significant challenge have been identified within this plan. Additional hazards may exist or could occur without warning.

IV. Plan:

The Food, Trucks and Fireworks Special Plan for Event Contingencies (SPEC) was developed to provide specific direction during the event. Principles contained in the Federal Emergency Management Agency's (FEMA) Special Events Contingency Planning "Job Aids Manual" were used to help create this document. The complete FEMA manual can be found at:

<https://training.fema.gov/emiweb/downloads/is15aspecialeventsplanning-jamanual.pdf>

V. Purpose:

The purpose of this Special Plan for Event Contingencies (SPEC) is to establish procedures for safely dealing with the event. It provides for a sound command structure utilizing the National Incident Management System (NIMS) Unified Command System and assigns roles and responsibilities for the implementation of the plan during an emergency. This plan follows The Maury County Basic Emergency Operations Plan. Should emergency situations arise that overwhelm personnel assigned to the event, the SHBEOP) shall be followed.

The SPEC is intended to minimize injury, suffering or death that may occur as a result of poor planning or preventable incidents during the event.

VI. Hazard Analysis and Identification:

Hazard Analysis or risk assessment is the process of measuring the potential for loss of life, personal injury, economic injury and/or property damage resulting from natural or man-made hazards. Locality, time of year, event type and other factors all determine the probability of a hazard occurring.

The following list contains items that have been determined to pose a significant threat of occurring during this event and have the potential to place exceptional demands on the regular and/or emergency services of the /City of Spring Hill and Maury County. The list is not meant to be all-inclusive. Additional unforeseen hazards could possibly exist or occur with or without notice.

1. Severe Weather:

- a) Due to the time of year, it could be anticipated that extreme temperatures may be a significant hazard to the staff participants and visitors to this event.
- b) It is anticipated that severe weather including thunderstorms, high winds, and/or tornadoes may pose a potential threat to this event.
- c) It is also anticipated that heavy rains could result in localized flooding.

2. Medical Emergencies:

- a) Due to the number of participants and visitors that are expected during the event, it is anticipated that medical casualties may pose a planning challenge. It is further assumed that the majority of injuries/illnesses will be minor unless a catastrophic natural or man-made event was to occur.

3. Chemical, Biological, Radiological, Nuclear or Explosive (CBRNE)

- a) It is anticipated that should a CBRNE incident occur it could affect large numbers of people at this event. These CBRNE incidents could involve the intentional or accidental release or the threat of release of any/all hazardous materials. These materials could range from flammable or hazardous chemical vapor or liquid leaks, biological agents, radiological, nuclear, or explosive material.

4. Fire:

- a) Vehicle/Equipment: Due to the numbers of vehicles, food vendor booths and equipment that are expected to be present at this event, it is not anticipated that a fire involving these types of equipment poses a significant risk of occurrence.
- b) Building: A building fire in the area of the event would pose a significant threat to large numbers of people and could be expected to delay firefighting operations significantly.

5. Law Enforcement/Criminal Acts:

- a) It is not anticipated that this event will generate a high level of criminal activity; however, it is anticipated that law enforcement will be needed for enforcement actions, traffic control, security, searches for lost children, accident investigations, etcetera. It is also understood that any criminal or intentional acts of violence or threats of violence will require law enforcement action(s).

6. Animal Health-Related Issues:

- a) Animals are not allowed at this event with the exception of registered service animals.

VII. Event Planning Considerations:

Traffic and Transportation (including Parking)

- a) Some roads may be impacted before, during, and immediately after the event.
- b) Adequate parking areas must be available and identified for staff, participants, and vendors.
- c) Adequate evacuation routes must be maintained.

Communications/Warnings

- a) An adequate means of communication must be available for all regular and emergency personnel assigned to the event and those agencies that could respond during an emergency.
- b) An adequate means of communicating warnings and instructions must be available for all event personnel, participants, and attendees.

Firefighting

- a) Adequate fire protection services must be available during the event.
- b) Relevant State/Local Fire and Life Safety Codes must be adhered to by all participants and vendors. This must be monitored.

Information and Planning

- a) Procedures for gathering and analyzing intelligence information to determine the extent of an emergency at this event are required.
- b) Development of an action plan to adequately deal with emergencies at this event must be accomplished.

Health/Medical

- a) Food Handling –All food vendors must ensure that proper food handling procedures are followed based on TN Department of Health Regulations for Food Service Establishments. (Refer to Appendix E Food Handling Guidelines for a partial list of requirements).
- b) Water – An adequate supply of safe drinking water must be available.
- c) Toilet Facilities – An adequate number of toilets and hand-washing stations must be available.

- d) Medical Aid Posts – an adequate number of medical aid personnel and posts, as well as a means to transport ill or injured persons to the hospital must be available.

CBRNE

- a) Adequate CBRNE response capabilities must be available for the event.

Law Enforcement

- a) Adequate law enforcement resources must be available for the event.
- b) Adequate procedures must be in-place to assist with searching for and locating lost or missing persons (Amber Alert).

Safety:

- a) In an effort to minimize injuries, adequate staff must be available to inspect and correct safety deficiencies before and during the event.
- b) An Event Safety Officer must be appointed to address safety issues before, during and immediately after the event.
- c) Event staff will wear high-visibility vests for ease of identification. Security staff and EMTs will wear appropriate, easily identifiable uniforms.
- d) Clear directional signage will direct the audience amenities around the site including toilets, first-aid provision, and refreshment areas. All ambassadors, security staff and production staff will carry site maps.

Sheltering/Evacuating:

- a) Should the need to evacuate the area occur, adequate routes must be made available.

Miscellaneous:

- a) After the event, the entire area must be returned to its previous condition. This is to include:
 - removal of any/all trash, debris, and litter
 - removal of any/all street signage or barricades
 - removal of any/all equipment, supplies, etcetera

Large Animal-Related Issues:

Animals are not allowed at this event with the exception of registered service animals.

VIII. Assignment of Responsibilities by ESF:

Assignment	Lead Agency	ESF #
Transportation: A. Traffic Control B. Barricades and Signage C. Parking At and Around Event Site	Spring Hill Police Department Event Staff Event Staff	4
Communications: A. Emergency Communications B. Event Communications	Spring Hill Dispatch Event Coordinator	1
Firefighting: A. As Needed	Spring Hill Fire Department	4
Info. and Planning	Event Coordinator	1
Human Services: A. Evacuating	Event Staff	
Health and Medical: A. Medical B. Health	Spring Hill Fire Department	
Environmental/CBRNE	Maury Hazardous Operations Team	10
Law Enforcement A. At Event Site B. Outside Event Site	Contracted Security (Off-duty SHPD) Based on Jurisdiction	4
Recovery: Signage and City Street Debris Removal Clean-up and Debris Removal at Event	Event Coordinator	1
Animals:	Event Staff	0
Safety	Event Staff	N/A
Command and Control	Unified Command	N/A

ESF 1 – Transportation

- a) Lead Agency –Ingress/Egress Routes: Event Staff
Parking Areas: Event Staff
- b) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP)

ESF 1 will:

- Provide Traffic Control
- Develop map(s) indicating:
 - i. affected areas
 - ii. designated parking areas
 - iii. vendor and participant locations
 - iv. medical aid posts
 - v. additional info, as needed
- Direct parking operations
- Provide additional assistance as necessary utilizing ESF 1 of the SHBEOP.

ESF 1 – Transportation

Event Traffic

Traffic impacts on Port Royal Road may occur from 4:00 p.m. Friday at approximately 5:00 p.m. or until the last scheduled event concludes. The Bridge Church will hire several marked law enforcement units to assist with traffic flow on Port Royal Road during:

- Traffic will be monitored and law enforcement will assist with traffic flow.

Parking

Spring Hill Law Enforcement and event staff are responsible for handling the parking during the Food, Trucks and Fireworks event. Parking will be on The Bridge Church property and the surrounding parking lots and fields. The Bridge has received permission from neighboring lots. After parking, visitors will walk to the event area. A police officer and/or event staff will be present to coordinate orderly parking of passenger vehicles. Vendor parking is available at Parkfield Loop S.

II. ESF 2 – Communications (see appendix H – ICS 205)

A. Emergency Communication Systems

- a) Lead Agency – Spring Hill Dispatch
- b) Support Agencies – All regular and emergency agencies assigned to the event
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

All Agencies will:

- Refer to Appendix H - NIMS ICS Form 205 Incident Communications Plan pg. 31

E-Com will:

- Be responsible for communications with all agencies per standard procedure
- Provide watch and warning information to all emergency agencies per standard procedure (including those at the event)
- Provide additional assistance as necessary utilizing ESF 2 of the SHBEOP.

Support Agencies will:

- Monitor radio frequencies per standard procedure.
- Provide additional assistance as necessary.

B. Event Communications Systems

- a) Lead Agency – Event Staff
- b) Support Agencies – All regular and emergency agencies assigned to the event and Event Staff
- c) Additional support agencies will be activated if/when a disaster or major emergency where to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

Event Coordinator will:

- Develop an adequate communications system for all event staff.
- Initiate the National Incident Management System Incident Command System for coordination of the entire event.
- Determine that significant events have occurred or are imminent which may require major emergency operations or the delay or termination of the event. (If possible, this determination will be made with input from Emergency Management and/or Fire Dept., and/or Law Enforcement) Designate a person(s) to communicate any specific emergency instructions or announcements for event attendees and participants. This will be

accomplished using the event venue public address system(s), emergency vehicle public address system(s), and/or bullhorns.

Emergency Routine responses at event – (Emergency operations that onsite resources can safely mitigate):

- Law Enforcement assigned to assist with traffic control on Port Royal Road will monitor and use regular, normal channel.
- EMS will monitor and use regular, normal channel for responses that the onsite resources can safely mitigate.

Emergency Non-Routine responses at event – (These are operations that cannot be safely mitigated by onsite personnel or are likely to overwhelm onsite resources):

- Refer to ICS Form 205 Incident Radio Communications Plan (page 31 for specific Information)

All support agencies will:

- Use cell phones and/or radios for communications.

III. ESF 4 – Firefighting

- a) Lead Agency – Spring Hill Fire Department respond as needed.
- b) Support Agencies – All regular and emergency agencies assigned to the event and event staff
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

ESF 4 will:

- Provide adequate fire protection services during the event.
- Monitor relevant Fire and Life Safety Codes to ensure compliance by participants and vendors.
- Assist EMS with providing first-aid.
- Provide additional assistance as necessary.

Event site

During the non-scheduled event hours, event staff will remain onsite and assist with site safety and courtesy patrols.

IV. ESF 5 - Information and Planning

- a) Lead Agency – Emergency Management
- b) Support Agencies – Event Staff and all regular and emergency agencies assigned to the event
- c) Additional support agencies will be activated if/when a disaster or major emergency was to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP)

ESF 5 will:

- Gather and analyze information to determine the potential or imminent threat of an emergency at this event.
- Make recommendations to Event Coordinator for needed/emergency actions.
- Develop and distribute, in collaboration with affected agencies, the Special Plan for Event Contingencies for the Event.
- Provide additional assistance as necessary utilizing ESF 5 of the SHBEOP.
- In anticipation of or following a catastrophic event or disaster, implement the Spring Hill Basic Emergency Operations Plan or the various emergency support functions within the plan.

- In anticipation of or following a catastrophic event or disaster, request state assistance and/or invoke a state of local emergency.

V. ESF 6 – Human Services

A. Evacuating

- a) Lead Agency – Event Staff
- b) Support Agencies – All regular and emergency agencies assigned to the event.
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

In the event of imminent danger, a mass evacuation by vehicle is not recommended. Due to the vast numbers of vehicles and limited amount of egress roads, spectators and participants will be directed to a location that will afford the greatest protection based on the situation.

VI. ESF 8 - Health and Medical

A. Medical

- a) Lead Agency – Spring Hill Fire Department
- b) Support Agencies – TN Dept. of Health E.M.S. Consultant, all regular and emergency agencies assigned to the event, and Event Staff.
- c) Additional support agencies will be activated if/when a disaster or major emergency was to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

ESF 8 will:

- Ensure that adequate medical services are available.
- Provide medical care and transport of ill or injured.
- Provide additional assistance as necessary utilizing ESF 8 of the SHBEOP.

Event site

Tri-Star Hospital will provide a first-aid kit at the event. Additional Emergency Medical Services will be called to respond on an as-needed basis.

A Landing Zone has been established behind the Discovery Lane Day School Building and the grid coordinates are:

Lat 35°44'29.0"N

Long 86°53'04.9"W

B. Health

- a) Lead Agency – Tennessee Department of Health
- b) Support Agencies – All regular and emergency agencies assigned to the event
- c) Additional support agencies will be activated if/when a disaster or major emergency was to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

TN Dept. of Health will:

- Assist with disease surveillance.
- Coordinate laboratory diagnostics.
- Provide a framework for applying resources to deliver care for a food-borne outbreak and/or an accidental or intentional health-related incident.

VII. ESF 10 - Environmental Response/CBRNE

- a) Lead Agency – Maury Hazardous Operations Team
- b) Support Agencies – All partner agencies and Event Staff
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

ESF 10 will:

- Ensure that adequate CBRNE response capabilities are available.
- Provide support/logistical equipment as requested.
- Provide additional assistance as necessary utilizing ESF 10 of the SHBEOP.

VIII. ESF 13 – Law Enforcement

- a) Lead Agency – Spring Hill Police Department
- b) Support Agencies – All regular and emergency agencies assigned to the event.
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

ESF 13 will:

- Provide adequate law enforcement and security during the event.
- Assist with traffic control.
- Provide additional assistance as necessary utilizing ESF 13 of the SHBEOP.

Event Traffic (recommended)

Traffic impacts on Port Royal Road may occur from 4:00 p.m. Friday until after the event ends at approximately 10:00 p.m. The Bridge Church will hire 5 marked law enforcement units to assist with traffic flow on Port Royal Road during:

- Traffic will be monitored and law enforcement will assist with traffic flow.

IX. ESF 15 – Recovery

- a) Lead Agency –Event Staff
- b) Support Agencies – All regular and emergency agencies assigned to the event.
- c) Additional support agencies will be activated if/when a disaster or major emergency were to occur per the Spring Hill Basic Emergency Operations Plan (SHBEOP).

ESF 15 will:

- Ensure that the entire area is returned to its previous condition to include:

Parking:

1. removal of all trash, debris, and litter located in the right of way
2. removal of all street signage or barricades

Event Areas:

1. removal of all trash, debris, and litter located in event areas
 2. removal of all signage or barricades located in event areas
 3. removal of any/all equipment, supplies, etcetera
- Provide additional assistance as necessary.

X. ESF 16 – Animals- Pets are not allowed at this event. Registered service dogs only.

XI. Safety

- a) Lead Agency – Event Staff
- b) Support Agencies – All regular and emergency agencies assigned to the event.

The Safety Director will:

- Serve as coordinator for any/all safety related issues.
- Inspect and correct safety deficiencies.
- Provide additional assistance as necessary.

Safety Officer is responsible for correcting any safety problems associated with people or animals at this event.

Specific Safety Rules/Measures

- The organizers will not accept racist, inappropriate or aggressive behavior among vendors, volunteers or shoppers. Any reports of such incidents will be fully investigated and the perpetrators, if apprehended, will be ejected from the event or handed over to the onsite security.
- **Demonstrations-** An area has been identified for any/all demonstrators that might wish to peacefully assemble and demonstrate on the Property. This location shall be located in the main parking lot. For additional information contact the Event Security/Safety Officer
- Pets are not allowed at this event. Registered service dogs only.
- Clear directional signage will direct the vendors and amenities around the site including toilets, first-aid provision, and refreshment areas. All ambassadors, security staff and production staff will carry site maps.
- Safe Food Handling Instructions shall be distributed to all food vendors. (see Appendix E – Food Handling Guidelines on page 29)

XII. Command and Control

Should a major emergency arise during the event, Command and Control will be exercised using the National Incident Management System (NIMS) Unified Command System (*refer to Appendix G ICS Form 207*). If a major emergency is declared, a senior representative of the below listed agencies will be requested and shall assemble at the Unified Command Post. The representative(s) sent from each agency must be capable of representing their respective agency and must be capable of making appropriate decisions to assist with mitigating the incident.

Law Enforcement Agencies

Fire Departments E.M.S.

Providers Emergency

Management Event Staff

Additional Agency Reps. (as required and/or requested)

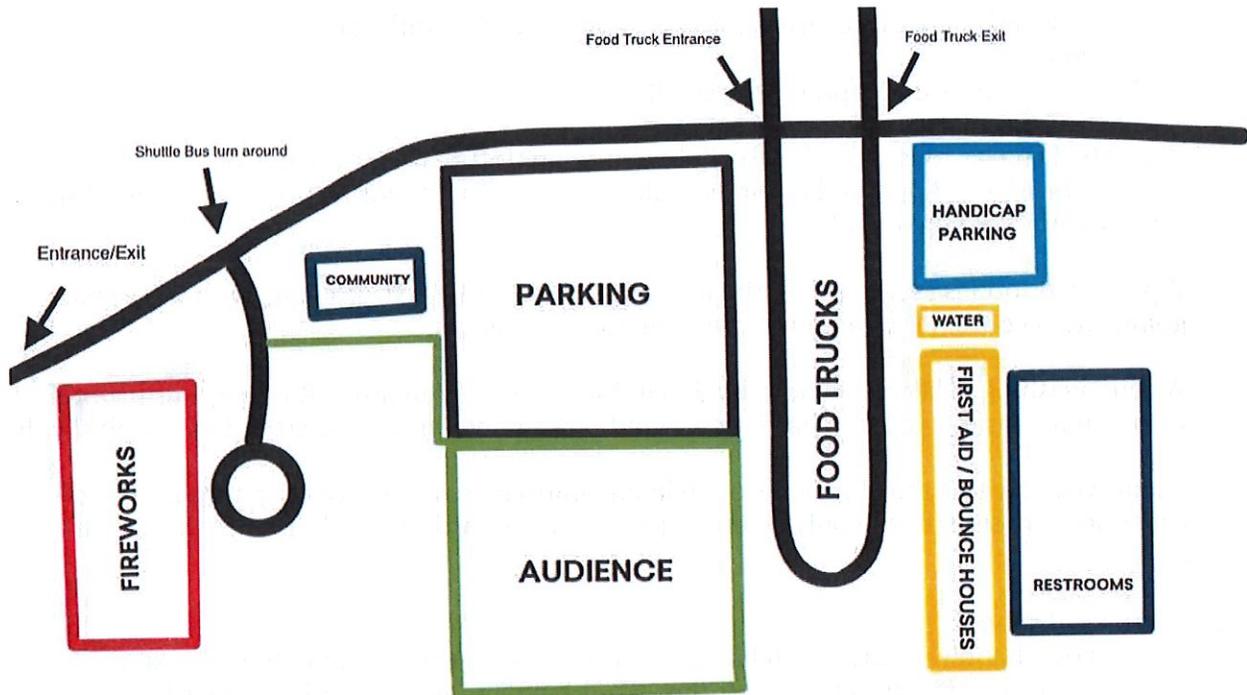
Unified Command Post Location

The Unified Command Post shall be located at the Community Baptist Church parking area.

**Appendix A - ICS Form 205 (T) Telephone
Contacts**

Emergency Management			
Mark Blackwood	Maury Co. OEM (U.C.)	375-6800	698-4710
Duane Winningham	Maury Co. OEM	375-6804	981-4014
Pat Woodmansee	Maury Co. OEM	375-6803	698-7846
Fire Service			
Terry Hood	Spring Hill Fire Dept.	615-486-9060	
Kevin Glenn	Spring Hill Fire Dept.	615-979-7398	
Law Enforcement			
Don Brite	Spring Hill Police Dept.	384-0273	
Kenneth Seibold	Spring Hill Police Dept.	797-3947	
Medical			
LeeAnne Boeringer	Dept. of Health EMS	490-8354	542-8461
	Tri-Star Hospital	(931) 489-1100	
EMS Supervisor	Brittany Ickes		
Health			
	Tn. Dept. of Health		
Communications			
Mark Gandee	E-911	381-3190	446-3575
Brandi Arabie-Smith	Spring Hill 911 Director	486-2252	615-636-2792
Liz Craig	Vendor Communications	321-749-1791	
Event Staff			
Hannah Beadle	Bridge Church	281-217-4137	
Judd Smith	Bridge Church	615-491-2484	
Travis Forsyth	Pyro Shows	423-352-0024	
Brian Cox	Pyro Shows	423-352-011	

Appendix C – Aerial View of Event including parking and Unified Command Center



Appendix E – Food Handling Guidelines Food Service Establishment (Fairs and Special Events)

The following is a partial list of requirements and recommendations to be used for temporary food service establishments. This is only a guideline; refer to [TN Department of Health Regulations for Food Service Establishments](#) for a complete list of requirements.

Temporary events shall be worked on the opening day of the event, if possible.

DEFINITIONS:

1. Temporary food service establishments shall include but not limited to: tent, open booth, mobile type unit or permanent structure.
2. Temporary event is an event that is two or more days. People preparing or serving food to the public in the area of the event during any part of the event will be required to get a permit.
3. Potentially hazardous foods include but not limited to milk, meat, fish, poultry and egg products.
4. Non-hazardous foods are cotton candy, candied applies, etc.

REQUIREMENTS:

1. Outer openings in potentially hazardous food areas shall be protected:
 - A. Cookers with lids are acceptable.
 - B. Enclosed preparation areas for tents and open air booths are required.
 - C. Air screens are acceptable for small areas.
2. Potentially hazardous food shall be held at a temperature of **41 degrees or less or 140 degrees or more**. Approved facilities shall be provided to maintain product temperatures cold and hot holding units.)
3. If packaged food is stored in ice, the ice container must be self-draining, with wastewater going into a container or area not creating other problems.
4. A hand washing facility shall be provided in food preparation area. Running warm water, soap and disposable towels shall be provided. (Warm water may be stored in a cooler with a spigot. Wastewater shall be disposed of in an approved system according to law. Hand-wipes shall be substituted only when no potentially hazardous foods are prepared or served.)
5. Personal Hygiene:
 - A. Food handlers must wash hands prior to starting work, after eating, drinking, or smoking, after using the restroom, after handling raw potentially hazardous foods, after handling garbage cans or dirty utensils, after handling money, etc.
 - B. All food handlers shall wear clean outer garments and persons with infections shall be prohibited from working.
 - C. No eating, drinking or smoking in the food preparation areas.
6. All food must be from an approved source. Evidence may be required.
7. Utensils must be sanitized. Wash in hot, soapy water, rinse and sanitize with an approved chemical (mix one-tablespoon of bleach to one gallon of water.) Three containers must be provided for this purpose.
8. Floors and ground surfaces must be protected to prevent accumulation of liquids (rubber mats, cardboard, etc.)
9. All food products and single service articles shall be stored 6 inches off the ground.
10. An adequate number of leak proof and insect proof garbage containers shall be provided and serviced as needed.

**Appendix H –
NIMS ICS Communications Plan (ICS Form 205)**

[https://training.fema.gov/emiweb/is/icsresource/assets/ics%20forms/ics%20form%20205,%20incident%20radio%20communications%20plan%20\(v2\).pdf](https://training.fema.gov/emiweb/is/icsresource/assets/ics%20forms/ics%20form%20205,%20incident%20radio%20communications%20plan%20(v2).pdf)



Spring Hill Police Department
3636-A Royal Park Blvd.
Spring Hill, TN 37174

Temporary Street Closure Application

The SHPD must receive completed applications at least **10 days** in advance of the scheduled date of closure. (Municipal Code 16-304)

A "temporary street closure" shall refer to a condition created by special event or private gathering to be conducted within or on any street or intersection in the City of Spring Hill that requires all lanes of travel to be closed for public safety purpose. Any request for temporary street closure(s) is deemed a request for a special event and requires a special event permit. Any temporary street closure authorized in whole or in part by the city for municipal purposes, including but not limited to, conveyance of traffic, or travel is exempt from this chapter. (Municipal Code 16-301)

1. Date(s) of event: July 2, 2021

2. Beginning and ending time of closure:
5pm-9pm

3. Block to be closed:
Work with local Police Department and Geoff Belts to control traffic flow lights on Port Royal Road.
Example: Buckner Ln. between Duplex Rd. and Stewart Campbell Pt.

4. Applicant Information:

Name: Craig McKown Address: 3005 Parkfield Loop South Spring Hill, TN. 37174

Phone Number: 931-215-4800 Email: connect@bridge.tv

5. Please provide a description of the event below. Include information regarding: a) the type of event planned, b) number of people attending the event (estimate), c) activities/entertainment to be included at the event (*this application is not a waiver for the City's ordinance on sound amplification equipment or the City's ordinance on noise as outlined in title 11 chapter 4.*), d) whether or not sales of food, beverages (including alcohol/beer), or other merchandise will occur, e) will the street closure occupy all or only a portion of the street or intersection involved:

A night for the community to enjoy food trucks and fireworks. 3,000 people. Food - No alcohol.

6. Type of barricades/warning devices the applicant is planning on utilizing for the closure:

Defer to the discretion of local Police Department.

7. Contact Information for person/organization responsible for collection/removal of all trash, garbage, and litter caused by or arising out of the event or road closure (Municipal Code 16-305):

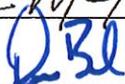
Name: Craig McKown Phone Number: 931-215-4800

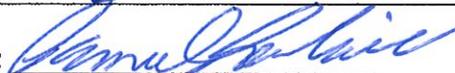
Standards for Issuance of Permit

1. The applicant has not knowingly and with intent to deceive, made any false, misleading or fraudulent statements of material fact in the application for a permit or in any other document required.
2. The time, duration, and size of the special event will not substantially disrupt the orderly and safe movement of other traffic or create a public nuisance.
3. The event is of a size or nature such that it will not require the diversion of so great a number of public safety officers of the city as to prevent normal public safety protection to the city.
4. The concentration of persons will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to such event.
5. The event will not unduly interfere with the movement of firefighting equipment on the way to a fire or 911 call.
6. The event will not unduly interfere with the orderly operation of parks, hospitals, churches, schools, or other public and quasi-public institutions in the city.
7. Half of the roadway's width for the entire length of the closure shall remain clear of objects (tables, BBQ grills, etc.) in order to accommodate public safety vehicles in the event of an emergency.

Applicant Name (Print): Craig McKown

Applicant Signature and Date:  3-31-21

Chief of Police Signature and Date:  6/23/21

Reviewed by City Administrator On: 



CITY OF SPRING HILL SPECIAL EVENT APPLICATION

PERMIT # _____

Application Date: March 31, 2021

Event Date: July 2, 2021

Street Closure Required: (Yes) / No

IF yes, *Street Closure Permit* must be attached.

FEES REQUIRED:

Permit Review Fee: \$20.00

Deposit/Bond Required - *Determined by City Administrator*:
Amount: \$ _____

EVENT DETAILS:

NAME OF EVENT: Food Trucks and Fireworks

Applicant/Organization: The Bridge Church

* *Organization shall provide Certificate of Insurance, no less than \$250,000.* Copy Attached : _____

** *Provide copy of business license.* Copy Attached: _____

Representative Name & Contact Information: PH# 931-215-4800 EMAIL connect@bridge.tv

3005 Parkfield LoopSouth Spring Hill TN 37174
(Street) (City) (State) (Zip)

Event Location: The Bridge Church (address above)

Time event will begin: 5pm Time event will end: 9pm

Time & place event will: assemble Same day setup and tear down Disassemble: Immediately after event ends

Upon signing this application, the applicants shall agree to assume the defense of and indemnify and save harmless the city, its aldermen, boards, commissions, officers, employees and agents, from all suits, actions, damages or claims to which the city may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of or as a consequence of special event and the activities permitted in connection therewith.

Craig McKown

Craig McKown
Signature

Print Name of Event Applicant

Notes/Instructions	
<u><i>[Signature]</i></u>	_____
CITY ADMINISTRATOR APPROVAL	DATE
PERMIT ISSUED	DATE

