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Credit Card Use Fee:	
Sheriff's Dept. Fee:	
Fire & Rescue Fee:	
Bonding Fee-25%:	
Mailing Fee:	
Total Fee Due:	
SEA Case No:	

Case No:
Code Compliance No:

SPOTSYLVANIA COUNTY –SPECIAL EVENT PERMIT APPLICATION

Name of Event: Stars and Stripes Spectacular	Event Date: July 1, 2017	Alternate Date: Rain Date: July 2, 2017	Hours: 3:00PM- 11:30PM
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GENERAL INFORMATION

Applicant's Name: Lindsay Leach	Home Phone:	Work Phone: 540-507-7540	Cell Phone:	E-Mail Address: lleach@spotsylvania.va.us
Property Owner's Name: Spotsylvania County/ Vakos	Home Phone:	Work Phone: 507-7010	Cell Phone:	E-Mail Address:
Tax Map ID: 70	Acreage:	Current Zoning: agricultural	Voting District: Livingston	Proposed Use: Special Event

PUBLIC FACILITIES/RESOURCES THAT WILL BE AFFECTED BY THE EVENT

Historic Resources 1855 Jail; Old Courthouse; Christ Episcopal Church; Spotsylvania Musuem	Utilities: Porta Potties will be located throughout the vicinity of the event light towers	Fire/Rescue: Will be on Site	Transportation: Road Closures at Route 208 and Route 613. Parking will be available at various locations in the Courthouse area.	School: Robert E. Lee Elementary; Courtland HS; Spotsy Middle School
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CONCLUSIONS:

July 1st will be the Spotsylvania County's 2017 Stars and Stripes Spectacular. The day will begin at 3:00PM with food vendors, entertainment and children's activities in various locations around the Courthouse Area. (A food vendor list will be submitted 30 days prior to the event.)

Children's Activities will include rides, moon bounces, fire safety house, and other activities to be determined. Set up for the event will begin at 7:00am.

Entertainment will include various bands, demonstrations by county groups, etc.

Fireworks will be displayed from the Vakos property adjacent to RE Lee Elementary. The fireworks display will begin around 9:20PM (dark) and end approximately 45 min. after start. In addition to the Fireworks display we plan to use the Pavilion on the Vakos Property to present local Community Groups entertaining with inspirational and positive music.

Also attached is the Emergency plan that has been developed for all special events in the Courthouse area.

The budget for this event is \$75,000.

RECOMMENDATIONS:

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Applicant's Signature:
Lindsay P. Leach

Date: 1/3/2017



**Spotsylvania County
Special Event Check Sheet
SEA Case File No:**

Contact Information

Full Name: Lindsay Leach Home Phone: Work Phone: 540-507-7540
Address: PO Box 28 City: Spotsylvania State: VA Zip: 22553
E-Mail: lleach@spotsylvania.va.us Sponsored By: Spotsylvania County Government/Parks and Recreation
For Profit: ☐ Yes ☒ No

Event Information

Name of Event: Spotsylvania Stars & Stripes Spectacular Date of Event: July 1, 2017
Time of Event: 3:00pm-10:00pm Rain Date (If applicable): July 2, 2017 Tax Map ID: 47-A-154
Location of Event: Spotsylvania Courthouse District Type of Event: Independence Day celebration
Event Description: Community fair event that includes vendor and children's activities. The night will culminate in a fireworks display.
Anticipated Attendance: Total: 30,000 Total Per Day: 30,000
Anticipated Participants: Total: 500 Total Per Day: 500

Supplemental Information

Yes ☒ No ☐ Are you a professional/experienced planner?
Yes ☒ No ☐ Is the event in cooperation with an organization (Example: School, Parks & Recreation, Mall)? Parks & Recreation
Yes ☒ No ☐ Will food be served?
Yes ☐ No ☒ Will tents be erected larger than 900 sq. ft.? Electric Yes ☒ No ☐ Generators Yes ☒ No ☐ How many? 50
Yes ☒ No ☐ Will music be provided? How? Live Band: Yes ☒ No ☐ ; DJ: Yes ☐ No ☒ ; Pre-Recorded: Yes ☒ No ☐
Yes ☒ No ☐ Will public restrooms be provided? How many? Porta-Johns Yes ☒ No ☐ How many? 40
Yes ☒ No ☐ Will any streets need to be closed? See attached traffic plan
Yes ☒ No ☐ Will vehicular traffic be entering or exiting onto public road/roadways?
Yes ☒ No ☐ Will traffic be blocked or rerouted? By Spotsylvania Sheriff's Office
Yes ☒ No ☐ Will there be any use of fireworks, lasers, black powder or other pyrotechnics? American Fireworks with Spotsylvania Fire Marshall
Yes ☐ No ☒ Will there be alcoholic beverages?
Yes ☐ No ☒ Will there be onsite camping?
Yes ☐ No ☒ Are animals involved in any aspect of your event?
Yes ☒ No ☐ Will any sales activities be conducted? Food Vendors
Yes ☒ No ☐ Do you have any Emergency Medical Services or police/Sheriff Services reserved or on standby?
If yes, please specify: 4 first aid stations, Fire, EMS, Sheriff's Office
Yes ☒ No ☐ Is there a plan for refuse? If yes, please specify: (1) Number of dumpsters : 4 (2) Contact information for refuse collector

Note: Please include a narrative of the proposed event and an emergency evacuation plan.

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SPOTSYLVANIA COUNTY –SPECIAL EVENT PERMIT APPLICATION

Name of Event: Stonewall Jackson 20- mile Run	Event Date: Saturday, October 7, 2017	Alternate Date: none	Hours: 5:30 AM-12:30 PM
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GENERAL INFORMATION

Applicant's Name: Lindsay Leach	Home Phone:	Work Phone: 540-507-7540	Cell Phone:	E-Mail Address: lleach@spotsylvania.va.us
Property Owner's Name: Spotsylvania County	Home Phone:	Work Phone: 507-7010	Cell Phone:	E-Mail Address:
Tax Map ID: 70	Acreage: 10 miles of roadway	Current Zoning: Agricultural II	Voting District: Berkeley- Livingston- Chancellor	Proposed Use: 20-mile run

PUBLIC FACILITIES/RESOURCES THAT WILL BE AFFECTED BY THE EVENT

Historic Resources Spotsylvania Country Side, Chancellorsville Battlefield	Utilities:	Fire/Rescue: at various sites along the route	Transportation: none	School: Re Lee Elem; Spotsy Middle School
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CONCLUSIONS:

This is the 15th annual Stonewall Jackson Ambulance Run. The race is 20 miles long covering much of historic Spotsylvania. The National Park Service is allowing us to run through the Battlefield. Last year's race had 125 participants. This year we are anticipating up to 300 runners. Runners will begin arriving at the Marshall Center at 5:30am for registration. Awards will be given to the top winners. We will hire a chip timing company to time the runners.

The budget for this event is \$5,500.

RECOMMENDATIONS:

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Applicant's Signature: Lindsay P. Leach	Date: 1/3/2017
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**Spotsylvania County
Special Event Check Sheet
SEA Case File No:**

Contact Information

Full Name: Lindsay Leach Home Phone: Work Phone: 540-507-7540
Address: PO Box 28 City: Spotsylvania State: VA Zip: 22553
E-Mail: lleach@spotsylvania.va.us Sponsored By: Spotsylvania P&R
For Profit: ☐ Yes ☒ No

Event Information

Name of Event: Stonewall Jackson 20-mile Run Date of Event: October 7th, 2017
Time of Event: 5:30 am- 12:30 PM Rain Date (If applicable): None Tax Map ID: 70
Location of Event: The race will begin at the intersection of Route 208 and Brock Rd. and wind it's way back to the finish at the Marshall Center (a map is attached) Type of Event (ex. Circus, parade, fair) run
Event Description: The race will begin at the intersection of Route 208 and Brock Rd. and wind it's way back to the finish at the Marshall Center (a map is attached)
Anticipated Attendance: Total: 500 Total Per Day:
Anticipated Participants: Total: 300 Total Per Day:

Supplemental Information

Yes ☒ No ☐ Are you a professional/experienced planner?
Yes ☒ No ☐ Is the event in cooperation with an organization (Example: School, Parks & Recreation, Mall)? Parks and Recreation
Yes ☒ No ☐ Will food be served? Yes
Yes ☐ No ☒ Will tents be erected larger than 900 sq. ft.? Electric Yes ☐ No ☐ Generators Yes ☐ No ☐ How many?
Yes ☐ No ☒ Will music be provided? How? Live Band: Yes ☐ No ☐ ; DJ: Yes ☐ No ☐ ; Pre-Recorded: Yes ☐ No ☐
Yes ☒ No ☐ Will public restrooms be provided? How many? 8 Porta-Johns Yes ☒ No ☐ How many? 8
Yes ☒ No ☐ Will any streets need to be closed? The intersection of Lake Anna Parkway and Brock Road for the start of the race.
Yes ☒ No ☐ Will vehicular traffic be entering or exiting onto public road/roadways? yes
Yes ☒ No ☐ Will traffic be blocked or rerouted? Yes
Yes ☐ No ☒ Will there be any use of fireworks, lasers, black powder or other pyrotechnics? No
Yes ☐ No ☒ Will there be alcoholic beverages? No
Yes ☐ No ☒ Will there be onsite camping? No
Yes ☐ No ☒ Are animals involved in any aspect of your event? No
Yes ☐ No ☒ Will any sales activities be conducted? No
Yes ☒ No ☐ Do you have any Emergency Medical Services or police/Sheriff Services reserved or on standby?
If yes, please specify: We will have a rescue unit at Todds Tavern and At the Marshall Center if needed.

Yes ☒ No ☐ Is there a plan for refuse? If yes, please specify: (1) Number of dumpsters : 1 (2) Contact information for refuse collector
Lindsay Leach

Note: Please include a narrative of the proposed event and an emergency evacuation plan.

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**Spotsylvania County
Special Event Check Sheet
SEA Case File No:**

Contact Information

Full Name: Lindsay Leach Home Phone: Work Phone: 540-507-7540
Address: PO Box 28 City: Spotsylvania State: VA Zip: 22553
E-Mail: lleach@spotsylvania.va.us Sponsored By: Spotsylvania P&R
For Profit: ☐ Yes ☒ No

Event Information

Name of Event: Spotsylvania Christmas Parade Date of Event: Saturday, December 2, 2017
Time of Event: 9:00AM-4:30 PM Rain Date (If applicable): Saturday, December 9, 2017 Tax Map ID: 70
Location of Event: The parade will begin at Spotsylvania Middle School (Route 208) and will end at Spotsylvania Courthouse Village. The 39th Annual Spotsylvania County Christmas Parade is an exciting, festive holiday, and family event. Spectators and parade participants equal about 3000 people in the Courthouse Area on parade day.
Event Description: We have a continuous parade route so that all participants will be seen no matter where spectators sit. Every entry will begin from the same general area and end the same way. There will be no turnoffs in the middle of the route.
Type of Event (ex. Circus, parade, fair) Parade
Anticipated Attendance: Total: 3000 Total Per Day: same
Anticipated Participants: Total: 1500 Total Per Day: same

Supplemental Information

Yes ☒ No ☐ Are you a professional/experienced planner?
Yes ☒ No ☐ Is the event in cooperation with an organization (Example: School, Parks & Recreation, Mall)? Parks and Recreation
Yes ☐ No ☒ Will food be served?
Yes ☐ No ☒ Will tents be erected larger than 900 sq. ft.? Electric Yes ☐ No ☐ Generators Yes ☐ No ☐ How many?
Yes ☒ No ☐ Will music be provided? How? Live Band: Yes ☐ No ☒ ; DJ: Yes ☒ No ☐ ; Pre-Recorded: Yes ☐ No ☐
Yes ☐ No ☒ Will public restrooms be provided? How many? Porta-Johns Yes ☐ No ☐ How many?
Yes ☒ No ☐ Will any streets need to be closed? Courthouse Road, Brock Road and Old Battlefield Blvd.
Yes ☒ No ☐ Will vehicular traffic be entering or exiting onto public road/roadways?
Yes ☒ No ☐ Will traffic be blocked or rerouted?
Yes ☐ No ☒ Will there be any use of fireworks, lasers, black powder or other pyrotechnics?

Yes ☐ No ☒ Will there be alcoholic beverages?

Yes ☐ No ☒ Will there be onsite camping?

Yes ☒ No ☐ Are animals involved in any aspect of your event? Horses from 4-H groups and Mounted Units from the Sheriff's Office

Yes ☐ No ☒ Will any sales activities be conducted?

Yes ☒ No ☐ Do you have any Emergency Medical Services or police/Sheriff Services reserved or on standby?
If yes, please specify:

Yes ☒ No ☐ Is there a plan for refuse? If yes, please specify: (1) Number of dumpsters : 1 (2) Contact information for refuse collector

Note: Please include a narrative of the proposed event and an emergency evacuation plan.

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