



City of Lawrence
PUBLIC WORKS

785-832-3123 (Office)
785-832-3398 (Fax)
StreetEvents@LawrenceKS.org

OFFICE USE ONLY

License #: CL-28497
Date Received: 7/8/19
Date Approved: _____

Street Event Permit Application

[Temporary Use of Public Right-of-Way for Street Events]

Please submit application at least 60 days prior to event

APPLICANT INFORMATION

Contact Person: <u>Raul Flores</u>	E-Mail Address: <u>raul@resultskc.com</u>	Organization Name: <u>RESULTS HHC</u>	Preferred Phone: <u>913-206-4394</u>
Mailing Address: <u>208 W 79th Street</u>	City: <u>Kansas City</u>	State: <u>MO</u>	Zip: <u>64114</u>
24-Hour Phone: <u>913-206-4334</u>			

LIST DATE(S) AND LOCATION OF EVENT BELOW

Date(s) of Event: <u>11-3-2019</u>	Date(s) of Street Closure (if different from event):
Event Start Time: <u>7:00 AM</u>	Event End Time: <u>11:30 AM</u>
Street Closure Start Time: <u>6:45 AM</u>	Street Closure End Time: <u>11:30 AM</u>

Location of Use: *attach a map*

Is applicant the owner of the adjoining property? ☐ Yes ☒ No (If no, attach the owner's written permission)

Type of Event:

- ☐ Neighborhood Block Party (limited to a single block)
- ☐ Public Block Party (such as a downtown street party/concert)
- ☐ Sporting event
 - ☒ Timed Race (5k, 10k, half-marathon, bike race, etc.)
 - ☐ Non-competitive walk/run/ride (e.g. fun run/walk/ride)
 - ☐ Other – please describe:
- ☐ Cultural (such as an art event, educational, etc.)
- ☐ Other – Please describe:

Name of Event: Kansas Half Marathon

Description of event and right-of-way use: (If additional space is needed, attach additional pages to application)

~~5K Run~~ Half Marathon Run
5K Run

Expected Number of Participants: Local: 1300 Out of Town:

Will alcohol be served, sold or possessed at the event? ☒ Yes ☐ No

If yes, time sold served: Start Time: 9:00 AM End Time: 11:30 AM

[Possession and consumption of alcohol on the public right-of-way requires City Commission approval. Applicant will be assessed publication costs in the amount of \$70.00 for alcohol ordinances, in addition to any other temporary alcohol permit costs.]

Will this event require the use of a city park or trail? ☒ Yes ☐ No

If yes, has the park or trail been reserved? ☒ Yes ☐ No

If no, contact Lawrence Parks and Recreation at (785) 832-7920 for reservations.

Do you need meter bags? ☒ Yes ☐ No If yes, how many bags? 6

Do you need no parking signs? ☐ Yes ☒ No If yes, how many (1 sign per 30 feet)?

Do you need event signs? (1 sign per meter pole – Downtown only) ☐ Yes ☒ No If yes, how many?

Note: You will be contacted when meter bags and/or no parking signs are ready to be picked up. There is a \$1.00 fee per meter bag/paper sign (non-refundable) and/or \$7 deposit per sign for event signs (\$5 refundable).

Will any portion of this event take place on the campus of Haskell Indian Nations University? ☐ Yes ☒ No

If yes, written permission must be obtained from Haskell Indian Nations University. Contact Stephen.prue@bie.edu. (attach permission)

Will any portion of this event take place on the campus of the University of Kansas? ☐ Yes ☒ No

If yes, written permission must be obtained from the University of Kansas. (attach permission)

Individual name and/or company name of event director, if applicable:

PLEASE INCLUDE (Permits will not be accepted without all necessary attachments):

- ☒ Certificate of insurance in the amount of \$500,000 with City of Lawrence listed as additional insured
- ☐ Signatures of approval from adjacent property owners/occupants if closing a street
- ☒ Maps of any race/parade routes with traffic control
- ☐ Diagram of any street to be closed & location of event items on street (tents/stages, barricades, etc.)

FEES: Include all that are applicable. Fees are non-refundable.

- ☒ \$50.00 application fee
- ☐ \$50.00 if any part of permit requires action by City Commission
- ☐ \$70.00 for publication of ordinance allowing possession & consumption of alcohol on the right-of-way, if applicable

* Other fees for city services may also apply. You will be advised of estimated costs before permit is granted.

BY APPLYING FOR THIS PERMIT, I CERTIFY THAT I WILL:

- Comply with the rules and regulations of the City of Lawrence concerning this permit. I have read a copy of Chapter 16, Articles 8 & 9, of the City Code of Lawrence, Kansas, and understand the regulations therein.
- Coordinators of events who manage or solicit retail vendors to sell at the venue must contact the Kansas Department of Revenue Events Agent (kdor_special.events@ks.gov or (913) 631-0296 ext. 202) 30 days prior to the event. The coordinator will be supplied with sales tax packets to distribute to their vendors.
- **Provide and maintain MUTCD compliant traffic control devices, and any other traffic control devices required by the city, throughout the event.**
- Pay all additional fees associated with this event within 30 days of receiving invoice from city. Fee estimate to be transmitted via e-mail to applicant. Applicant must indicate their agreement to pay such fees if the permit is approved in writing (e-mail is acceptable).
- Notify all adjacent property owners and tenants of the granting of this permit.
- Abide by all conditions imposed by the city regarding the event.
- Abide by all applicable event requirements as outlined by the Lawrence-Douglas County Fire Medical Department (see attached requirements).
- Obtain any other necessary permits for the event, including but not limited to temporary liquor permits, Parks and Recreation special use permit, etc.
- Abide by the City's standard conditions for alcohol on the Right of Way, if alcohol will be served, sold or possessed as part of the event.
- The applicant understands that the permit holder is responsible for covering meters with meter bags or posting no parking signs associated with this permit at least 24 hours in advance. The city will not tow vehicles parked in violation of either the meter bags or no parking signs. Towing vehicles in association with this permit is the sole responsibility of the permit holder. The permit holder is liable for any and all claims that involve vehicle removal. The city will refer any and all concerns/complaints by citizens to the permit holder. The permit holder is responsible for taking reasonable steps to appropriately handle the concerns/complaints.

RAUL FLORES

APPLICANT'S NAME (Printed)

Raul Flores

APPLICANT'S SIGNATURE*

June 6, 2019

TODAY'S DATE

**Application cannot be accepted without signature*

OFFICE USE ONLY

Application Sent for Review Date:

Insurance Certificate Submitted or on File?

☐ Yes ☐ No

Application Fee Received?

☐ Yes ☐ No

Permit reviewed by:	Planning	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	Police Department	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	Public Works	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	Utilities	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	City Clerk	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	Fire Medical	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
	Parks & Recreation	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A
Transit	<input type="checkbox"/> Yes	<input type="checkbox"/> N/A	

City services needed:	Bus Re-routes	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Meter Bags	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	No Parking Signs	<input type="checkbox"/> Yes	<input type="checkbox"/> No
	Other – please describe:	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Commission approval needed: ☐ Yes ☐ No; if yes date approved by City Commission:

Special Conditions:

1. Applicant will notify the City when any use of the right-of-way is complete.
2. Applicant will restore the right-of-way to City specifications.
3. Applicant will maintain all necessary MUTCD compliant traffic control devices throughout the project.

Special conditions, continued:

City Manager or Designee

Date

THIS PERMIT SHOULD BE PROMINENTLY DISPLAYED WHERE THE PUBLIC RIGHT-OF-WAY IS BEING USED OR BE AVAILABLE FOR REVIEW BY ANY OFFICER OR EMPLOYEE OF THE CITY OF LAWRENCE UPON DEMAND.

THIS PERMIT MAY BE REVOKED OR SUSPENDED AS PROVIDED BY LAW.

Fire/Medical Department Special Event Requirements

1. All blocked streets must have and maintain a 20' lane for apparatus access in the event of an emergency;
2. All tents, membrane structures, sidewalls, curtains, etc. must be flame retardant to NFPA 701 (this includes a permanently affixed label that identifies size and material type);
3. Tents, including tie down ropes, must be separated by a minimum of 12';
4. Tents must have fire extinguishers (small vendor tents 1A:10BC - larger tents 2A:10BC);
5. Cooking with an open flame device may not occur within 20' of a tent. Cooking tents must be separated from other tents by 20';
6. Occupancy limits will be required for tents used for assembly (i.e. food/drink/hospitality);
7. Tents that are enclosed with curtains/side walls/doors will need to have adequate exits for the number of occupants. Exits will need to be clearly marked. Minimum exit width is 36";
8. Where generators are used they must be separated from tents by 20';
9. Combustible materials such as hay, straw, shavings may not be used for footing in tents;
10. No Smoking signs must be posted.
11. Recommend the use of trained crowd managers to assist with notification and evacuation of patrons in the event of an emergency (ratio of 1:1000).
12. Events that encompass sidewalks must provide unobstructed ingress and egress to structures.

POS SALES RECEIPT

Receipt # 2069987
Payment Date: 06/06/19
Household: 89439

LPRD Admin Office
1141 Massachusetts
Lawrence KS 66044
Phone: (785)832-3450
www.lprd.org

Raul Flores
Race Day Timing Solutions
208 W. 79th St.
Kansas City MO 64114
info@resultskc.com

Hm Ph: (913)206-4334
Wk Ph: (816)399-5330

POS Service Item Details: AD400 (ROW Permits)

Service Item Type: **Miscellaneous**
Quantity: **1**
Family Member: **Raul Flores**

<u>New Fees</u>	<u>Total Fees</u>	<u>New Paid</u>	<u>Total Paid</u>	<u>Amount Due</u>
50.00	50.00	50.00	50.00	0.00

Processed on 06/06/19 @ 11:57am by 625


Total New Fees	50.00
Discount Applied	0.00
Total New Taxes	0.00
Total Due	50.00

Total Fees Paid	50.00
Total Taxes Paid	0.00
Total Paid	50.00

Household Balance Information

Overall Household Credit Balance Available	0.00
Overall Household Balance Due	0.00

Payment of: 50.00 Made By: VISA/MC/DIS Auth: 09599D Card#: xxxxxxxxxxxx3911 With Reference: Visa

x 
RAUL FLORES

I agree to pay above total amount according to card issuer agreement.

Turn by Turn directions – 5K

- E on 7th St
- N on New Hampshire St
- W on 6th St
- N on bridge sidewalk adjacent to Massachusetts St
- E on Levee Trail, prior to Elm St
- Follow Levee Trail around and under the bridge, heading W
- Turn and head E on Levee Trail to bridge
- S on bridge sidewalk adjacent to Vermont St
- Head N and Cut through Constant Park on pathway
- W on sidewalk east of Tennessee St
- W on 5th St
- N on Indiana St
- W on 2nd St
- S on Illinois St
- E on 5th St
- S on Mississippi St
- W on sidewalk leading to tunnel by Pinckney Elementary
- S through tunnel underneath 6th St
- S on Illinois St
- E on 7th St to the FINISH

Link to map:

<http://www.mappedometer.com/?maproute=612325>

Turn by Turn directions – Kansas Half Marathon

Start at Watson Park, heading E on 7th St

S on Massachusetts St

E on 15th St

Aid #1: Sunrise Garden Center, New York & 15th

1.3 miles: Cutoff time to leave aid station: 8 AM

Have an “Aid Station Captain” that can drive back the folks to the finish area that can’t go any further or who don’t make the cutoff time. Aid station personnel can disperse after 8 AM.

South on Cadet Ave

West Glenn Drive

South Maple Lane

East 18th Terrace

North Harper St

east 17th St

North Lindenwood Lane

West 15th St

North Elmwood St

west 13th St

Aid #2: Grassy Park area at 13th & Oak Hill

4.2 Miles: Cutoff time to leave aid station: 9 AM sharp. Have an “Aid Station Captain” that can drive back the folks to the finish area that can’t go any further or who don’t make the cutoff time. Aid station personnel can disperse after 9 AM.

North Oregon St

Off Road to North Burroughs Creek Rail Trail (before 12th St.)

Trail ends runner head West on 11th St

N on Delaware St

W on 8th St

N on New Jersey St

W on 7th St

N on New Hampshire St

Aid #3: In front of tall rock building, Approx. 612 New Hampshire

5.8 Miles: Cutoff time to leave aid station: 9:30 AM sharp. Have an "Aid Station Captain" that can drive back the folks to the finish area that can't go any further or who don't make the cutoff time. Aid station personnel can disperse after 9:30 AM.

W on 6th St to sidewalk

N on bridge sidewalk on Massachusetts St

E on Elm St

N on 3rd St

E on Locust

S on 9th St

Aid #4: At Calvary Community Church, around corner on 9th

7.4 Miles: Cutoff time to leave aid station: 10 AM sharp. Have an "Aid Station Captain" that can drive back the folks to the finish area that can't go any further or who don't make the cutoff time. Aid station personnel can disperse after 10 AM.

S on 9th St

W on Elm St to Half turnaround and back to 6th and Elm

S on 6th St

E on Walnut St

S on 9th St

W on Oak St

S on 8th St to Levee Trail Head

W on Levee

Aid #5: At 3rd & Elm, up on Levee

10.3 Miles: Cutoff time to leave aid station: 11 AM sharp. Have an "Aid Station Captain" that can drive back the folks to the finish area that can't go any further or who don't make the cutoff time. Aid station personnel can disperse after 11 AM.

Follow Levee Trail under the bridge, heading W

S on bridge sidewalk on Vermont St

W on sidewalk on 6th St

Head N and Cut through Constant Park on pathway

Head W to 5th and Tennessee St

W on 5th St to Indiana

N on Indiana

Aid #6: On Indiana right before Burcham Park, just before fire hydrant. This Aid Station does double duty as the 5K aid station.

11.5 Miles: Cutoff time to leave aid station: 11:30 AM sharp. Have an "Aid Station Captain" that can drive back the folks to the finish area that can't go any further or who don't make the cutoff time. Aid station personnel can disperse after 11:30 AM.

North on path in Burcham Park

Follow path around the pond in Shaw Park

Continue S on Maine St

E on 2nd St

S on Illinois St

E on 5th St

S on Mississippi St

W on sidewalk leading to tunnel by Pinckney Elementary

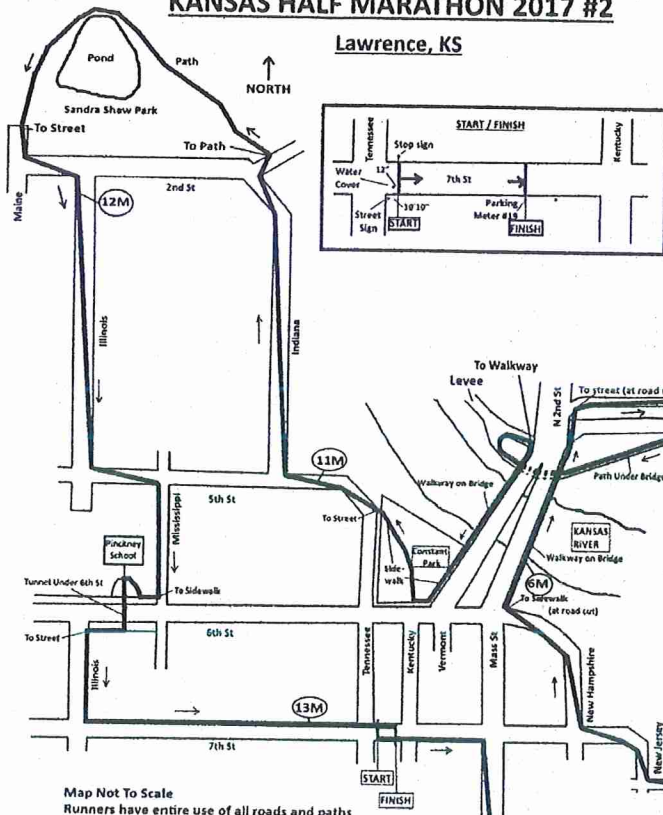
S through tunnel underneath 6th St

S on Illinois St

E on 7th St to the FINISH

KANSAS HALF MARATHON 2017 #2

Lawrence, KS



Map Not To Scale
Runners have entire use of all roads and paths

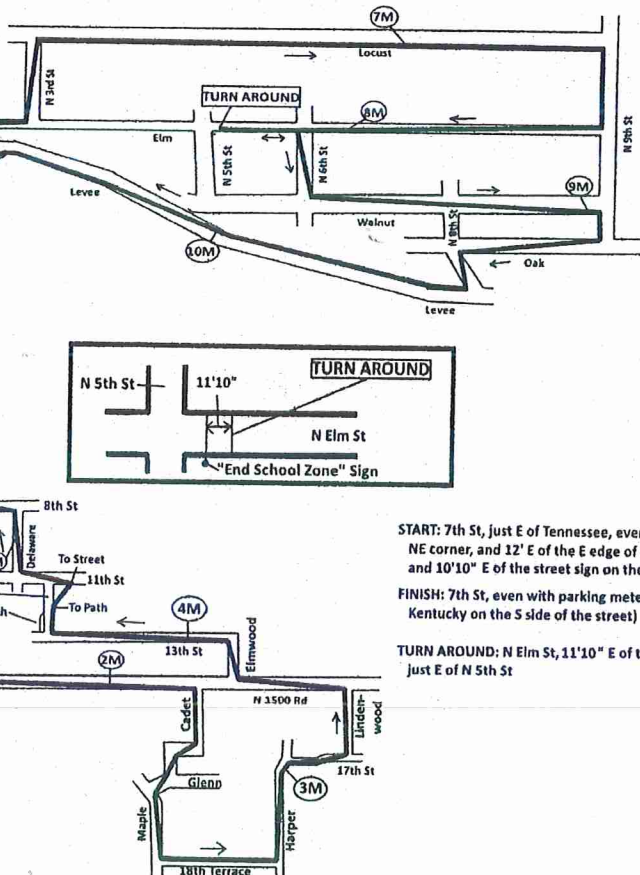
Measured by:
Steve Riley
785-842-4351
srrmiley@sunflower.com
Sept 24 & Oct 8, 2017



USATF Certification
KS17015TJD

**Effective
October 17, 2017
to Dec 31, 2027**

- 1M: 2' S of the N edge of the driveway at 1317 Mass St
2M: W edge of the driveway at 1301 E 15th (just E of Rec Center)
3M: 2' NE of the mailbox at 1708 Harper (on curve)
4M: 23' E of the mailbox E of 1420 E 13th (between Summit & Prospect)
5M: 41' S of the hydrant near the SE corner of 10th & Delaware
6M: 53' N of the 4th light pole N of the S edge of the KS River bridge
7M: Center of the driveway just E of 762 N Locust
8M: 2 W of the wooden power pole in front of 612 N Elm
9M: Even with the center of the driveway at 897 N Walnut (1st drive W of N 9th St)
10M: On the KS River levee, 148' W of gray post # 351405 (1st post E of bridge)
11M: 5th St, 17' E of the green utility box W of Louisiana, on the N side of the street
12M: Center of the driveway at 205 Illinois (1st drive S of 2nd St)
13M: 7th St, 14' W of the W edge of the sidewalk on the W side of Ohio



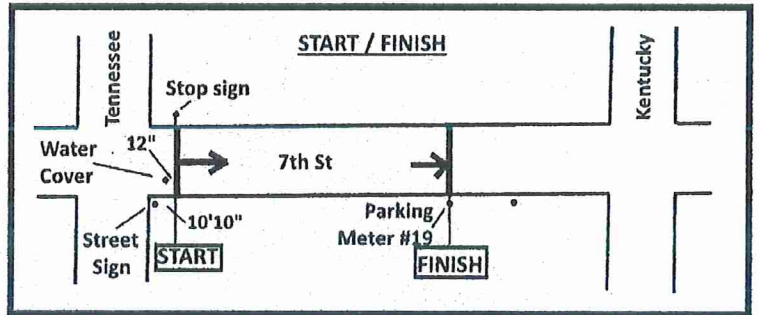
START: 7th St, just E of Tennessee, even with the stop sign on the NE corner, and 12' E of the E edge of the small "water" cover, and 10'10" E of the street sign on the SE corner

FINISH: 7th St, even with parking meter #19 (2nd meter W of Kentucky on the S side of the street)

TURN AROUND: N Elm St, 11'10" E of the "End School Zone" sign
just E of N 5th St

LAWRENCE, KS

RUNNERS HAVE ENTIRE USE OF ALL STREETS, PATHS, AND SIDEWALKS



**Effective
August 18, 2017
to Dec 31, 2027**



HEARMED-01

DSMITH

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

7/8/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Conrade Insurance Group Inc 129 E Broadway Ste 200 Newton, KS 67114	CONTACT NAME:	
	PHONE (A/C, No, Ext): (316) 283-0096	FAX (A/C, No): (316) 283-2444
INSURED Heartland Medical Clinic Inc dba Heartland Community Health Center 346 Main St Ste 150 Lawrence, KS 66044	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Philadelphia Indemnity Company	
	INSURER B:	
	INSURER C:	
	INSURER D:	
INSURER E:		
INSURER F:		
NAIC #		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		EV52426	11/3/2019	11/4/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 0 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Kansas Half Marathon - Event Date November 4, 2018

City of Lawrence, KS is named as additional insured per the captioned liability policy per the Insured's Marathon Event on 11/3/19.

CERTIFICATE HOLDER

CANCELLATION

City of Lawrence
One Riverfront Plaza, Ste 110
PO Box 70
Lawrence, KS 66044

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

David Smith