



CP-24-22

Special Events & Film
Applications/Permits

Status: Active

Submitted On: 1/25/2024

Primary Location

0 Cove Island Park COVE
ROAD
Stamford, CT 06902

Owner

CITY OF STAMFORD
888 WASHINGTON BLVD
STAMFORD, CT 06901-2930

Applicant

Emily Kubik
 415-595-4776
 emilystt@gmail.com
 82 Winthrop Dr
Riverside, CT 06878

Cashiering & Permitting

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

Special Events

Please select an event category *

Other

You selected Other, please describe the type of event*

Non-Profit Fundraiser

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: *

04/07/2024

Special Event Set Up End Date:*

04/07/2024

Set Up Time* ?

8:00AM

Break Down Time* ?

10:00AM

Event Start Time* ?

9:00AM

Event End Time* ?


9:45AM

Please select a city park.* ?

Cove Island Park

Name of Event or Vendor* ?


Plunge For Elodie

Description of Event:* 

The event is the "Plunge For Elodie" which raises money to find a cure for the devastating disease epidermolysis bullosa. The event was started in 2018 in honor of Elodie Kubik, who was born in Connecticut with this extremely rare disease. Fast forward five years and we have raised \$2M for the EB Research Partnership, funding critical research that will hopefully save Elodie's and other kids lives. The event has 20 global locations between the US, the UK and Australia. Participants raise money in advance and then "take the plunge" into a body of water (these are very quick dips and individuals typically spend 45 seconds or less in the water). Only a portion of attendees actually "plunge" and most are just spectators, the number listed below is our estimate of total attendees, but we anticipate roughly 20-25% of that number will actually plunge, consistent with past years. Any plunger needs to sign a waiver and we pass out bracelets to ensure that only people who have signed waivers plunge. We plan to have both life guards (we have attached one certification but can find additional people if you prefer) and EMS professionals at the event to ensure safety. Plunges happen in waves of 10-15 people to ensure maximum safety. This will be our fifth consecutive year hosting a plunge in Connecticut, but previous plunges have been on a beach that is part of a neighborhood associate and we are looking for a more accessible, permanent home. This is by no means a widely marketed event - only to Elodie's elementary school within the Riverside, CT community. Typically, the entire event is less than one hour and we plan a private post-party off site at a restaurant. We do not serve any food, and have volunteers to ensure nothing is left behind. We anticipate using the property for less than an hour and are willing to work with the city however is helpful. We have secured life guards already and are including that information in the application. Please see more information <https://give.ebresearch.org/campaign/plunge-for-elodie-2024/c533307>.

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): * 

200

Contact Person (if different from applicant):

Local Business Name & Address:

Is this a corporate or company hosted event?*


No

Phone Number (if different from applicants):

na

Secondary Phone Number (back up contact):*

9176930249

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?*

Yes

You will be required to attach verification of your lifeguard certified staff member prior to having your event approved.

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?

No

Vehicle Make*

Lexus

Vehicle Model*

UX

Vehicle Color*

Silver

Vehicle Plate Number & State*

BH56576

Please provide your EIN or Tax ID if applicable

***-**-7202

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

Yes

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

This event will be promoted on a very limited basis primarily on private social media and selectively at @ebresearch, alongside the other plunges happening globally. We are open to not promoting address or specifics on public social media if that is preferable to the city.

Will you be requesting the use of a pavilion? ?

No

Do you plan to use owned or rented equipment during the event?* ?

No

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

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.*

Emily Kubik
Jan 23, 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

—

Attachments

	Certificate of Insurance Stamford Plunge COI_1.24.24.pdf Uploaded by Emily Kubik on Jan 24, 2024 at 4:04 PM	REQUIRED
	Proof of Lifeguard Certification Lifeguard Certification.docx Uploaded by Emily Kubik on Jan 25, 2024 at 3:07 PM	REQUIRED
	Please upload a strip map or drawing describing plan/event StamfordSite.pdf Uploaded by Emily Kubik on Jan 24, 2024 at 1:25 PM	REQUIRED
	501 (c) 3 Tax Exemption Form EBRP_IRSApproval.pdf Uploaded by Emily Kubik on Jan 23, 2024 at 5:10 PM	REQUIRED
	Plunge For Elodie - Cove Island.docx Plunge For Elodie - Cove Island.docx Uploaded by Emily Kubik on Jan 24, 2024 at 1:31 PM	

History

Date	Activity
1/23/2024, 4:53:22 PM	Emily Kubik started a draft of Record CP-24-22
1/24/2024, 1:31:44 PM	Emily Kubik added attachment Plunge For Elodie - Cove Island.docx to Record CP-24-22
1/25/2024, 3:08:30 PM	Emily Kubik submitted Record CP-24-22
1/25/2024, 3:08:30 PM	approval step Cashiering and Permitting was assigned to Daniela Castrillon on Record CP-24-22
1/25/2024, 3:08:30 PM	changed the deadline to Jan 28, 2024 on approval step Cashiering and Permitting on Record CP-24-22
1/25/2024, 3:12:44 PM	Daniela Castrillon assigned approval step Cashiering and Permitting to Kim Gerbert on Record CP-24-22
1/25/2024, 3:33:31 PM	Kim Gerbert approved approval step Cashiering and Permitting on Record CP-24-22
1/25/2024, 3:33:32 PM	approval step Internal Parks and Recreation Approval was assigned to Margarita Arenas on Record CP-24-22
1/25/2024, 3:33:32 PM	changed the deadline to Jan 30, 2024 on approval step Internal Parks and Recreation Approval on Record CP-24-22
1/25/2024, 4:22:45 PM	Margarita Arenas waived approval step Internal Parks and Recreation Approval on Record CP-24-22
1/25/2024, 4:22:46 PM	approval step Parks and Recreation Commission Review and Scheduling was assigned to Lesley Capp on Record CP-24-22
1/25/2024, 4:22:46 PM	changed the deadline to Jan 28, 2024 on approval step Parks and Recreation Commission Review and Scheduling on Record CP-24-22

Timeline

Label	Activated	Completed	Assignee	Due Date
✓ Cashiering and Permitting	1/25/2024, 3:08:30 PM	1/25/2024, 3:33:30 PM	Kim Gerbert	1/27/2024
✓ Internal Parks and Recreation Approval	1/25/2024, 3:33:31 PM	1/25/2024, 4:22:45 PM	Margarita Arenas	1/29/2024

Label	Activated	Completed	Assignee	Due Date
✓ Parks and Recreation Commission Review and Scheduling	1/25/2024, 4:22:45 PM	-	Lesley Capp	1/27/2024
✓ Risk Manager	-	-	-	-
✓ Parks and Recreation	-	-	-	-
✓ Fire Marshal	-	-	-	-
✓ Police Department/Extra Duty	-	-	-	-
✓ Director of Operations	-	-	-	-
✓ Parks and Recreation Commission Approval	-	-	-	-
✓ Police Department/Use of Parks	-	-	-	-
💰 Custom Payment	-	-	Emily Kubik	-
📄 Permit Issuance	-	-	-	-

Plunge For Elodie – Schedule of Events

8:30AM – 9:00AM – Set up Crew Arrives to set up check-in

9:00AM – 9:15AM – Gather on the beach

9:15-9:20 – Kubiks Say a few welcome words

9:20-9:25 – Plungers prepare and form waves (10-15 ppl each)

9:25 – 9:40 – Plunge!

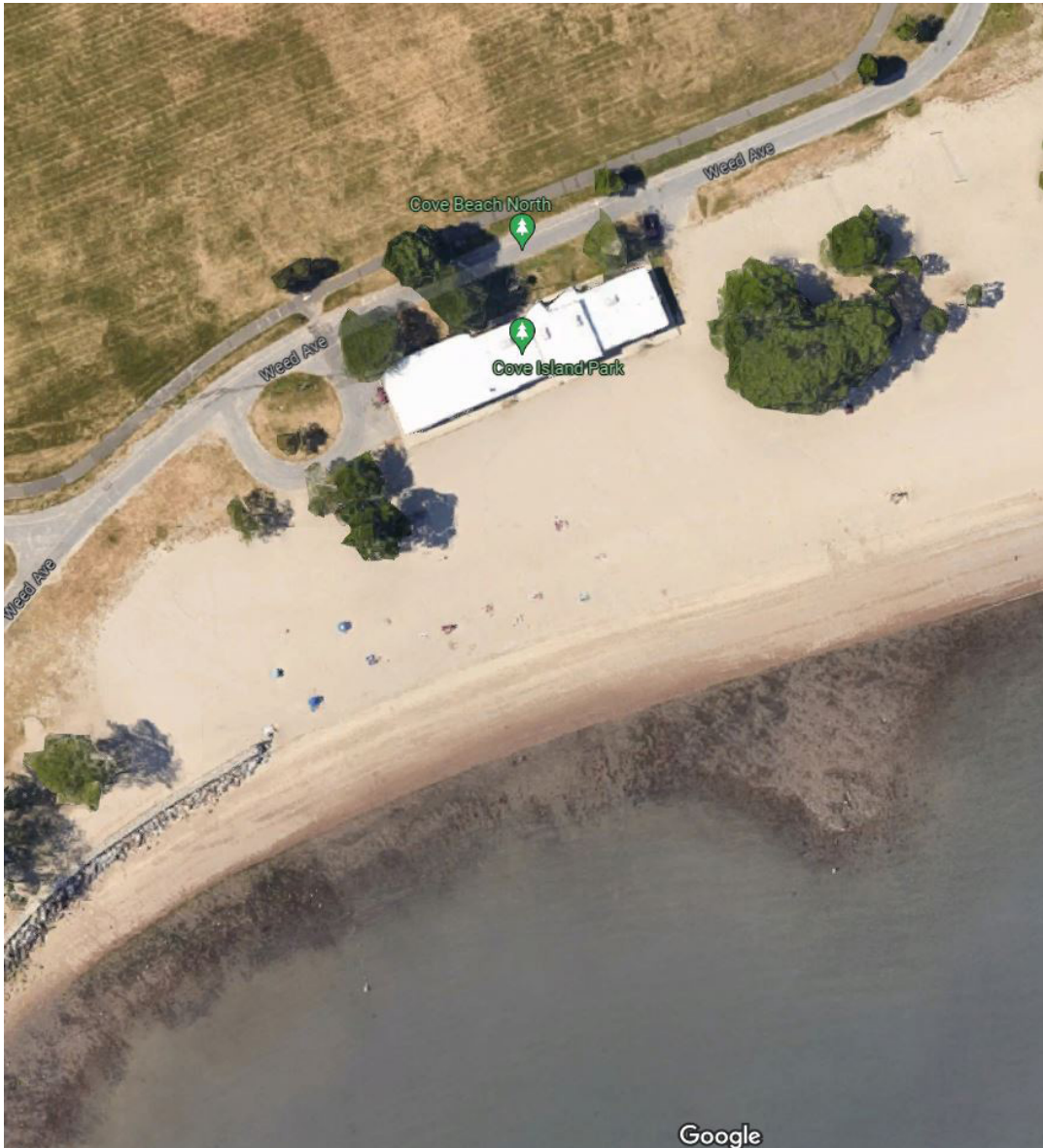
9:40 – 9:50 – Participants Exit

9:50-10:20 – Clean Up and Full Exit of Cove Island



EVENT SITE MAP

This plunge event will take place in the morning at 9:00 a.m. Attendees will first check in at the entry table to sign waivers and obtain wrist bands. Then there will be a gathering area on the beach for people to get ready and also listen to a few remarks. The plunge itself happens in a few waves with participants quickly running into the water and immediately running back out.



Check-in tables

Gathering area

Line of cones to demark event area

Plunge area