



CP-24-241

Special Events & Film

Applications/Permits

Status: Active

Submitted On: 5/30/2024

Primary Location

0

Owner

Applicant

Glenn Raymond

203-216-0075

glenn@glennraymond.com

550 Summer Street #648
Stamford , CT 06901

Cashiering & Permitting

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

Special Events

Please select an event category *

Concert/Performance

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 leave the park at some point during the event.

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: *

09/22/2024

Special Event Set Up End Date:*

09/22/2024

Set Up Time* ?

07:00am

Break Down Time* ?

11:00PM

Event Start Time* ?

4:00PM

Event End Time* ?

10:00PM

Please select a city park.* ?

Latham Park

Name of Event or Vendor* ?

Latham Park Comedy Series 2024

Description of Event:* ?

Stand Up comedy event for the Community of Stamford CT. Latham Park: Close Forest Street, Prospect, Walton Pl and Bedford From Forest to Walton.

Is your organization a non-profit with the ability to attach proof such as your 501(c)3 documentation?

No

Number of Participants (including children): * ?

300

Contact Person (if different from applicant):

Local Business Name & Address:

Glenn J Raymond LLC 550 Summer Street #648 Stamford CT 06901

Is this a corporate or company hosted event?*

No

Phone Number (if different from applicants):

Secondary Phone Number (back up contact):*

2032933669

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?*

No

Will Animals be used in this production?*

No

Will you be using the city street or sidewalk?*

Yes

All events requiring the use of a state road will be required to obtain approval from the state. Will you be utilizing a state road for this event?

No

Will you be erecting a tent/stadium seating/stage?

Yes

If yes, describe the dimensions of the tent/stadium seating/stage. *

TBD Need to determine what I'm allowed to do at Latham Park

You will need an **Obstruction Permit** in order to be granted a special event/film permit. Please complete your obstruction permit following the submission of this special event/film permit application.

Please provide your EIN or Tax ID if applicable

***-**-7630

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

Yes

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

Social media, stamford Advocate, news media outlets.

Will you be requesting the use of a pavilion? ?

No

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 ?

Yes

Dumpsters/Trash Toters ?

I would like to rent recycling toters

Showmobile/Stage/Rack Truck ?

Yes

Podium ?

No

PA System ?

Yes

School Bus Parking (non SPS) ?

No

Bus Parking (non-school) ?

No

Custodial Services ?

Yes

Parks Maintenance ?

Yes

Barriers to Close Off Roads ?

Yes

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.*

✓ Glenn Raymond
May 30, 2024

Additional Services/Fees

🔒 Facilities Supervisor (hours)

—

🔒 Electrician (Hours)

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🔒 Facilities Head Custodian (Hours)

—

🔒 Custodian (Hours)

—

🔒 Parks Foreman (Hours)

—

🔒 Landscape Specialist (Hours)

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🔒 Parks Maintenance Worker (Hours)

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🔒 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 Certifica.pdf

Uploaded by Glenn Raymond on May 30, 2024 at 6:45 AM



Please upload a strip map or drawing describing plan/event

REQUIRED

IMG_0348.jpeg

Uploaded by Glenn Raymond on May 30, 2024 at 6:43 AM

History

Date	Activity
6/7/2024, 4:01:30 PM	changed the deadline to Jun 10, 2024 on approval step Parks and Recreation Commission Review and Scheduling on Record CP-24-241
6/7/2024, 4:01:30 PM	approval step Parks and Recreation Commission Review and Scheduling was assigned to Lesley Capp on Record CP-24-241
6/7/2024, 4:01:29 PM	Margarita Arenas waived approval step Internal Parks and Recreation Approval on Record CP-24-241
6/7/2024, 2:59:26 PM	Kim Gerbert assigned approval step Internal Parks and Recreation Approval to Margarita Arenas on Record CP-24-241
5/30/2024, 1:40:09 PM	changed the deadline to Jun 02, 2024 on approval step Internal Parks and Recreation Approval on Record CP-24-241

Date	Activity
5/30/2024, 1:40:08 PM	approval step Internal Parks and Recreation Approval was assigned to Kevin Murray on Record CP-24-241
5/30/2024, 1:40:08 PM	Kim Gerbert approved approval step Cashiering and Permitting on Record CP-24-241
5/30/2024, 1:04:28 PM	Kim Gerbert changed Dumpsters/Trash Toters from "I would like to rent toters" to "I would like to rent recycling toters" on Record CP-24-241
5/30/2024, 11:36:00 AM	Delphine Wilkinson altered approval step Cashiering and Permitting , changed sequence from "1" to "0" on Record CP-24-241
5/30/2024, 11:36:00 AM	Delphine Wilkinson assigned approval step Cashiering and Permitting to Kim Gerbert on Record CP-24-241
5/30/2024, 6:48:18 AM	changed the deadline to Jun 02, 2024 on approval step Cashiering and Permitting on Record CP-24-241
5/30/2024, 6:48:18 AM	approval step Cashiering and Permitting was assigned to Delphine Wilkinson on Record CP-24-241
5/30/2024, 6:48:17 AM	Glenn Raymond submitted Record CP-24-241
5/30/2024, 6:24:32 AM	Glenn Raymond started a draft of Record CP-24-241

Timeline

Label	Activated	Completed	Assignee	Due Date	Status
✓ Cashiering and Permitting	5/30/2024, 6:48:18 AM	5/30/2024, 1:40:08 PM	Kim Gerbert	6/1/2024	Completed
✓ Internal Parks and Recreation Approval	5/30/2024, 1:40:08 PM	6/7/2024, 4:01:28 PM	Margarita Arenas	6/1/2024	Skipped
✓ Parks and Recreation Commission Review and Scheduling	6/7/2024, 4:01:29 PM	-	Lesley Capp	6/9/2024	Active
✓ Parks and Recreation Commission Approval	-	-	-	-	Inactive

Label	Activated	Completed	Assignee	Due Date	Status
✓ Traffic Engineering	-	-	-	-	Inactive
✓ Traffic Engineering Duty Assignment	-	-	-	-	Inactive
✓ Engineering	-	-	-	-	Inactive
✓ Recycling & Sanitation	-	-	-	-	Inactive
✓ Risk Manager	-	-	-	-	Inactive
✓ Building Department	-	-	-	-	Inactive
✓ Parks and Recreation	-	-	-	-	Inactive
✓ Parks & Recreation: City Services	-	-	-	-	Inactive
✓ Facilities	-	-	-	-	Inactive
✓ Fire Marshal	-	-	-	-	Inactive
✓ Police Department/Extra Duty	-	-	-	-	Inactive
✓ Police Department/Use of Parks	-	-	-	-	Inactive
✓ Director of Operations	-	-	-	-	Inactive
💰 Custom Payment	-	-	Glenn Raymond	-	Inactive
📄 Permit Issuance	-	-	-	-	Inactive

Walton Pl

Latham Park

Prospect St

