

# TOWN OF SYLVA

Parks and Recreation Department  
83 Allen Street Sylva, N.C. 28779

Phone: (828) 586-2719 Fax: (828) 586-8134 E-mail: [townclerk@townofsylva.org](mailto:townclerk@townofsylva.org)

## BRIDGE PARK PAVILION/OUTDOOR SPECIAL EVENT PERMIT APPLICATION

EVENT Date October 18, 2025

Today's Date Jan 1, 2025

Name of Organization Private wedding Phone# 850 694 8410

### Primary Organizer Contact:

Name Emmy Schneider-Green Event Day Phone# 850 694 8410

Address 149 Hillcrest St, Sylva NC 28779

Email Address emmyk314@gmail.com

### Primary Event Category:

**\*\*Note\*\* 60-Day Advance Notice is Required for Events that will need a Road Closure!!**

Assembly/Rally     Race/Run/Walk     Festival  
 Concert     Block Party     Performance  
 Educational     Filming/Photography     Other: Wedding reception

Name of Event Wedding of Emmy Schneider-Green and Cameron Walker

Mission/Purpose of Event Wedding reception with fam/friends Estimated # Attending 120  
*(determines if police presence will be required at the applicant's expense)*

Event Time(s) Opening 3 PM AM/PM - Closing 7 PM AM/PM

Set-up Date(s) Oct 18th Set-up Time(s) 11 AM AM/PM --                      AM/PM

Primary On-Site Contact Emmy Schneider-Green Mobile Phone# 850 694 8410

Describe Event We're wanting to host a wedding reception with local food and music, cake, and dancing with our friends and family in Bridge Park. We're local and have spoken prior to someone in your office about this several months ago, and are working now with Lazy Hiker to get them as our official beer provider -- just waiting on their official okay, but have spoken in person

List quantity of structures & equipment on-site (Ex. Tents; Stakes; Generators; Inflatables, etc.)

Procuring perhaps ten tables and chairs for 100 from Lisa McBride, otherwise will likely have a DJ with their own speakers and equipment, beer from Lazy Hiker (not entirely sure what items they will need, as we're still in conversation with them). Weather pending, might have 4-5 tents as backup in case of rain.

Will streets/sidewalks need to be closed? Yes No X

Will any vehicles/trailers be located in non-parking areas? Yes No X

Are sales by private vendors being planned? Yes No X. IF YES, how many? \_\_\_\_\_

Will tents or canopies be used at the event? Yes X No \_\_\_\_\_

Will banners or signs be used outside the event area? Yes \_\_\_\_\_ No X

Does your event require electricity? Yes X No \_\_\_\_\_

Will sound amplification be used? Yes X No \_\_\_\_\_

Will there be any cooking with grease? Yes \_\_\_\_\_ No X

Will private grills be in use for food preparation? Yes \_\_\_\_\_ No X

Will additional trash receptacles be used? Yes X No \_\_\_\_\_

Will the event be publicized? Yes \_\_\_\_\_ No X

Do you want to request town approval to serve alcohol? Yes X No \_\_\_\_\_

What type of alcohol do you intend to serve? Beer By Whom? Lazy Hiker Brewing

(If YES, attach a copy of the permit holder's NC Off-Premise license to sell alcohol and certificate of liability insurance coverage at a level of \$1,000,000, listing the Town of Sylva for the day of the event.)

Will submit separately as I'm still waiting on this from the manager at Lazy Hiker

**\*\*ALCOHOL USE IS STRICTLY PROHIBITED ON PROPERTY OWNED OR OCCUPIED BY THE TOWN OF SYLVA\*\* - ORDINANCE: ARTICLE I SEC 4-2 UNLESS APPROVED BY THE TOWN BOARD. DO NOT publicize your event until you have been granted approval.**

INITIAL FOR ACKNOWLEDGEMENT ESG

If the date and/or location requested is not available, or if the requested location is not an appropriate site to conduct your proposed event, the department will contact you and an alternate location will suggested if available. Your confirmation will be in the form of a permit, issued to the organization and/or person responsible for planning the event. Do not publicize your event until preliminary approval has been confirmed by the Town of Sylva. The submission of an Outdoor Special Event Permit Application is NOT approval to hold an event.

**Confetti is strictly prohibited.**

List of Fees:

\*NOTE: All fees must be paid before the reservation is approved.

Park Reservation Fees

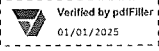
Vendor Fees

- \_\_\_ \$30.00 for two hours (Town Residents)
- \_\_\_ \$50.00 for two hours (non-Town Residents)
- ~~\_\_\_~~ <sup>X</sup> \$50.00 for four hours (Town Residents)
- \_\_\_ \$75.00 for four hours (non-Town Residents)
- \_\_\_ \$100.00 for eight hours (Town Residents)
- <sup>X</sup> \$125.00 for eight hours (non-Town Residents)  
11am - 7pm = 8

- \_\_\_ \$100 for up to 30 tent/table vendors
- \_\_\_ \$75 for up to six food vendors. Please List:  
\_\_\_\_\_  
\_\_\_\_\_
- <sup>X</sup> \$25 for each alcohol vendor, Qty: 1  
\$ ~~150.00~~ <sup>75.00</sup> TOTAL for BOTH Columns

Everything that I have stated on this application is correct to the best of my knowledge. I have read, understand, and agree to abide by the policies, rules, and regulations. The permit, if granted, is not transferable and is revocable at any time at the absolute discretion of the Sylva Town Manager.

Name of Applicant Emmy Schneider-Green

Signature Emmy Schneider-Green  Date 1/1/2025

Town Official Approval \_\_\_\_\_ Date \_\_\_\_\_

Official Use Only

- Certificate of Liability Insurance Coverage
  - Copy of NC License to Sell Alcohol
- Resolution Approval Date: \_\_\_\_\_

Food Vendors - Limited to a Total of 6

- Available Electricity: 2 50-amp connections, 2 30-amp connections, 4 double 120v receptacles.
- Trucks/trailers: must be parked in the left paved lot as you face the stage, along Scott's Creek. A maximum of 6 can be staged there. All tow vehicles must be disconnected and moved to a parking space.
- Tent and cart food vendors not requiring electricity may set up along Scott's Creek in the grass on the back side of the right paved lot as you face the stage. A maximum of 4 can be staged there.
- All food vendors must have an active "Itinerant Merchant Permit" with the Town of Sylva.

Parking

- Vendor tents must be **staked into the grass or weighted.**
- No vendor tents may be staged in the right-paved parking lot as you face the stage without approval.
- Applicants who are expecting **large crowds** should consider providing a **shuttle service** as parking is limited.
- We recommend you avoid parking on Main and Mill Streets to allow merchant customers to park there.
- **Public Parking Suggestions: Poteet Park, Mark Watson Park, Jackson County Library, Bicentennial Park (Keener Street) or request private lots by permission (Pinnacle Relief on Grindstaff Cove Road, First United Methodist Church on Jackson Street)**

Restrooms: Public restrooms are available from dawn until dusk at Poteet Park or at the corner of Allen Street and Mill Street & Railroad Avenue. Depending on your crowd size, you may want to consider renting porta-potties. Please let Town Staff know if you intend to do that in order to coordinate the location.



LAZYHIK-01

MLEDFORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/6/2025

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.

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.

PRODUCER: Wayah Insurance Group, Inc.
INSURED: Lazy Hiker LLC
CONTACT NAME:
PHONE (A/C, No, Ext): (828) 524-4442
FAX (A/C, No): (828) 369-5917
INSURER(S) AFFORDING COVERAGE: Employers Mutual Casualty Co
NAIC #: 21415

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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSD, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Includes rows for Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER: Town of Sylva
CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.



**ABC**  
COMMISSION  
NORTH CAROLINA

00225841CM - 999  
Malt Beverage Special Event  
Macon  
LLC Manager Managed

# 00225841DG

THIS CERTIFIES THAT **Lazy Hiker LLC**  
**Lazy Hiker Brewing Company**  
**188 West Main Street**  
**Franklin, NC 28734**

THIS PERMIT IS NOT TRANSFERABLE.

IS AUTHORIZED BY THIS PERMIT TO  
**CONDUCT TASTINGS AND SALES AT MALT BEVERAGE SPECIAL EVENTS**  
on the above named premises as set forth in Chapter 18B of the General Statues and the related rules promulgated by the  
Alcoholic Beverage Control Commission. This permit is subject to revocation, suspension or annulment.

*James C. Spivey*  
Chairman



**ABC**  
COMMISSION  
NORTH CAROLINA

00225841CM - 999  
Brewery  
Macon  
LLC Manager Managed

# 00225841BM

THIS CERTIFIES THAT **Lazy Hiker LLC**  
**Lazy Hiker Brewing Company**  
**188 West Main Street**  
**Franklin, NC 28734**

THIS PERMIT IS NOT TRANSFERABLE.

IS AUTHORIZED BY THIS PERMIT TO  
**MANUFACTURE MALT BEVERAGES**  
on the above named premises as set forth in Chapter 18B of the General Statues and the related rules promulgated by the  
Alcoholic Beverage Control Commission. This permit is subject to revocation, suspension or annulment.

*James C. Spivey*  
Chairman



**ABC**  
COMMISSION  
NORTH CAROLINA

00225841CM - 999  
Malt Beverage Wholesaler  
Macon  
LLC Manager Managed

# 00225841BW

THIS CERTIFIES THAT **Lazy Hiker LLC**  
**Lazy Hiker Brewing Company**  
**188 West Main Street**  
**Franklin, NC 28734**

THIS PERMIT IS NOT TRANSFERABLE.

IS AUTHORIZED BY THIS PERMIT TO  
**RECEIVE, TRANSPORT AND SELL AT WHOLESALE, APPROVED MALT BEVERAGE**  
on the above named premises as set forth in Chapter 18B of the General Statues and the related rules promulgated by the  
Alcoholic Beverage Control Commission. This permit is subject to revocation, suspension or annulment.

*James C. Spivey*  
Chairman