

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

BRIDGE PARK PAVILION OUTDOOR SPECIAL EVENT PERMIT APPLICATION

Event Date 9/9/2023

Today's Date 2/1/2023

Name of Organization Sylva Pride

Primary Organizer Contact:

Name Travis A. Rountree

Phone# 804 356 2210

Address 15 Landmark Dr. Sylva, NC 28779

Email Address info@sylvanpride.org

Fax # none

Primary Event Category:

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

<input type="checkbox"/> Assembly/Rally	<input type="checkbox"/> Race/Run/Walk	<input checked="" type="checkbox"/> Festival
<input type="checkbox"/> Concert	<input type="checkbox"/> Block Party	<input type="checkbox"/> Performance
<input type="checkbox"/> Educational	<input checked="" type="checkbox"/> Parade	<input type="checkbox"/> Filming/Photography
<input type="checkbox"/> Other: _____		

Name of Event Sylva Pride

Estimated Attendance 250

Event Time(s) Opening 10am AM/PM - Closing 4pm AM/PM

Set-up Date(s) 9/9/23 Set-up Time(s) 9am AM/PM -- 10am AM/PM

Primary On-Site Contact Travis A. Rountree

Mobile Phone# 804 356 2210

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 be 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 reservation is approved.**

- \$30.00 for two hours (Town Residents)
- \$50.00 for two hours (non Town Residents)
- \$50.00 for four hours (Town Residents)
- \$75.00 for four hours (non Town Residents)
- \$100.00 for eight hours (Town Residents)
- \$125.00 for eight hours (non Town Residents)
- \$5.00 per vendor

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 Travis A. Rountree

Signature  Date 2/1/23

Town Official Approval _____ Date _____

**RESOLUTION TO REQUEST A PARADE PERMIT
FOR THE SYLVA PRIDE PARADE IN SYLVA, NORTH CAROLINA**

WHEREAS, the Town of Sylva Board of Commissioners has received a request from Sylva Pride requesting the Board undertake the formal steps necessary for the citizens of Sylva, North Carolina to conduct a parade in the downtown area on Main Street (NC 107/US 23 BUS.), on Saturday afternoon, September 9, 2023, at 12:00 P.M.; and

WHEREAS, the Town of Sylva Board of Commissioners believes that it is in the best interest of the citizens of the Town of Sylva that they act favorably on said request and formally notify the NC Department of Transportation for the closing of said highway at said times for the conducting of a parade in Sylva, North Carolina.

NOW, THEREFORE, the Town of Sylva Board of Commissioners does hereby resolve as follows:

1. The North Carolina Department of Transportation be advised that the Town of Sylva Board of Commissioners hereby agrees to serve as the sponsoring governmental entity for a parade to be held in Sylva, North Carolina on Saturday afternoon, September 9, 2023, at 12:00 P.M., with no rain date and at the location of downtown Sylva on Main Street (NC107/US 23 BUS.).
2. That the Town of Sylva Board of Commissioners agrees to be the governmental entity making a request for the closing of said highway at said times and for obtaining compliance with those requirements of the North Carolina Department of Transportation for the conducting of said parade and the rerouting traffic during those times when said highway is closed.
3. The Town of Sylva Board of Commissioners accepts full responsibility for the special event and recognizes that the Town of Sylva will be responsible for safety, traffic flow, traffic control, signage, and ensuring that decorations and all debris will be removed following the event.

Date: September 9, 2023

Time: 12:00 p.m. – 1:00 p.m.

Route Description: The parade will originate at Bridge Park and travel to the intersection of Grindstaff Cove Road. The parade will turn onto Grindstaff Cove Road and proceed up Schulman Street to Main Street. The parade will then turn onto Main Street and proceed south to the intersection of Spring Street. Parade will turn on to Spring Street and travel to Mill Street across to Allen Street and back down Railroad Avenue. Traffic will be paused at each intersection during the parade.

Adopted this the 11th day of May 2023.

David Nestler, Mayor
Town of Sylva

Amanda W. Murajda, Town Clerk
Town of Sylva