



PUBLIC SAFETY PLAN FOR SPECIAL EVENTS

The purpose of this form is to provide event organizers a guide to address potential safety hazards and to identify safety procedures that should be in place prior to an event. Some things to consider when outlining your safety plan for the event should be, but not limited to: Severe weather (thunderstorm, tornado); fire at the event or in a building adjacent to the event; traffic accident at or impeding flow to and away from event; health related incidents at event; or acts of violence at the event. Complete all applicable fields, and identify any field that are not applicable to the event with an N/A. This form is required for all events.

EVENT INFORMATION

Name of Event:	Black Lives Matter Vigil for Action and counter event.		
Location:	Eva Walker Park (bordered by Alexandria Pike, North St., Haiti St., and Horner St.)		
Event Contact:	Scott Christian / Josephine Gilbert	Phone:	540-272-0483 / 571-230-2718
Email:	fscott5195@gmail.com / joinvienna@gmail.com		
Date(s) of Event:	7 Saturdays, from May 13, 2023 through June 24, 2023		
Time(s) of Event:	10:00 a.m. - 11:15 a.m. (setup @ 8:45 a.m.)	Estimated Total Event Attendance:	40+
Estimate of largest number of people that will be at the event at the same time:	approximately 54+ attendees between both groups		
Description of Event Area:	Public Property (Park)		

EVENT STAFFING

Who is the Point of Contact for emergencies?	Scott Christian / Josephine Gilbert	Phone:	540-272-0483 / 571-230-2718
Expected number of Event Staff:	1		

Overview Description of the Event Staffing Plan:

1 member from BLM to set up and break down for their event

Will there be onsite Fire Services?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, who?
Will there be onsite EMS/Medical Services?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If yes, who?
Will there be onsite Law Enforcement/Security?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, who?
Warrenton Police Department		DCJS Certified?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

EVENT PARKING, INGRESS and EGRESS

Overview Description of the Event Parking Plan:	Street parking and any available public parking		
Is shuttle service provided?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	If yes, what is the route & stop points?	
Is Lyft / Uber drop site provided?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Where?	
Are Law Enforcement Personnel providing traffic control on roadways?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Parking responsibilities are being managed by # of Staff:	N/A	# of Vendors:	# of Volunteers:

Other parking and access considerations:

On street parking is less than 50 feet from the vigil location

EMERGENCIES

What is the route for emergency vehicle ingress to the event site?
All arterial roads around Eva Walker Park are open
How will you maintain the emergency vehicle route, including during pre-event and post-event activities?
No roads will be blocked as a result of the event since its location is in the park
Describe any hazards or restrictions to mass evacuation of the event (fencing, limited emergency exits) and how these hazards will be addressed:
There are various points of ingress and egress from the park including a large opening onto Alexandria Pike.
Describe how crowd evacuation will be managed to another location in an emergency:
Move to predetermined position as a group

EMERGENCY RELOCATION AND ASSEMBLY AREAS

Primary and Secondary Indoor Relocation Area(s):	1) 156 Alexandria Pike	2) 98 Alexandria Pike
Primary and Secondary Outdoor Relocation Area(s):	1) Parking lot; 156 Alexandria Pike	2) Parking lot; 98 Alexandria Pike

Key Definitions:

The **Indoor Relocation Area** is an interior space that can accommodate the event attendees and provide the most protection from outside hazards, the most recognizable threat being severe weather.

The **Outdoor Assembly Area** is an open outside location at least 100 feet from the evacuated area where occupants temporarily gather following an evacuation in an effort to make sure everyone is out of the area safely. This location should be located away from access points used by emergency vehicles.

Staff/Volunteer Assembly Areas for:

Severe weather -

Acts of Violence -

Fire -

List of *Staff* Names & Phone Numbers for accountability of staff:

Same as the relocation areas of attendees

EMERGENCY COMMUNICATIONS

Describe the methods available for communicating an emergency to staff, vendors and the public:

Gathering area is within hearing distance; bullhorn is available; police vehicles have PA systems; police officers have radios.

Describe the systems in place to assist in an emergency (Public Address System, *Staff* Radios, etc.):

Bullhorn is available for use. Police vehicles have PA systems. Officers have cellular phones and police radios.

Describe the equipment available to assist in an emergency, including quantity and location (Fire Extinguishers, First Aid Kits, Automated External Defibrillator (AED), etc.) and provide a map of locations of said equipment:

Patrol officers carry first aid kits, fire extinguishers, and AED in their vehicles

PLAN REVIEW AND APPROVAL

Plan Created By: **Chief T. M. Carter**

Date: **5/12/2023**

Plan must be submitted to Town of Warrenton at least 30 days prior to the event.

Plan must be submitted for review with any applicable attachments including:

- Event layout (map)
- Parking plan
- Facility floor plan (evacuation route map)
- Any other applicable attachments

Upon completion and approval of the event public safety plan:

- Keep the plan in a readily accessible location
- Provide access to the plan to all event staff and volunteers
- Allow all event staff/volunteers adequate time to review the plan
- Ensure that all event staff/volunteers understand the plan and their duties as assigned in the plan

Signs and Flags cannot exceed 36" x 24", and shall not interfere with pedestrian or vehicular traffic.

One banner is allowed to be affixed to a table, for each group. This banner (separate from a sign or flag) shall not be such a size as to impede the flow of foot or vehicular traffic.

No animals, except for service dogs, are allowed to participate in this event.

TO BE COMPLETED BY TOWN EVENT STAFF ONLY:

Plan Reviewed By: **Chief T. M. Carter**

Date: **5/12/2023**

Plan Approval: ☒ Yes ☐ No

Date: **5/12/2023**

Additional Notes:

Reference Town ordinance in Chapter 14, Streets and Sidewalks, Article VI., Use of Public Grounds, consisting of Sections 14-101 through 14-103

None of the points of ingress or egress to Eva Walker Park will be blocked at any time. No sitting is allowed on the park fencing. All park rules must be observed.