



SPECIAL EVENT PERMIT #08-34

City of Tacoma
Legal Department – City Clerk's Office

March 27, 2008

Cyndi Knowland
Christian Biker Tabernacle
2702 East 112th Street
Tacoma, WA 98445

Dear Ms. Knowland:

Subject: Special Event Permit No. 08-34, Friday and Saturday Night Feeds

Permission is hereby granted to Cyndi Knowland and the Christian Biker Tabernacle for the Friday and Saturday Night Feeds to be held on Fridays and Saturdays, from March 28, 2008, through February 8, 2009, from 6:00 p.m. to 9:30 p.m., in the parking lot on the corner of Puyallup Avenue and A Street, with an estimated attendance of 200 people.

Permit Number 08-34 is hereby issued subject to the following conditions:

1. That you comply with all conditions on the enclosed memorandum from Monique Glick, Public Works Department, Traffic Engineering Division, who can be reached at (253) 591-5172. Note: The City of Tacoma no longer provides barricades, cones, and signs. Applicant will be required to provide all necessary barricading requirements.
2. That you comply with all conditions on the enclosed memorandum from Brian Trunk, Fire Inspector, Tacoma Fire Department, who can be reached at (253) 591-5728.
3. That there are no incidences of violence at the event. The Tacoma Police Department shall determine what constitutes an incident of violence in accordance with applicable law.
4. That you have a written letter of permission to use the property for this purpose from the property owner, the Washington State Department of Transportation ("WSDOT") no later than April 26, 2008, and shall present this letter upon demand of any City official. WSDOT may terminate its lease with the City before the expiration date of this permit. If WSDOT's letter does not allow you use the property through February 9, 2009, this permit will automatically terminate on the termination date of the lease.
5. That you provide at least two portable restroom facilities at your event, and have them removed at the end of your event each week. One of the portable restroom facilities must be ADA-compliant.
6. That you clean up the event site at the conclusion of each Friday and Saturday night and remove all garbage from the premises.
7. That your insurance remain current and on file with the City Clerk's Office throughout your event. The insurance must name the City of Tacoma and the Washington State Department of Transportation as additional named insured.
8. That you notify merchants and residents within ¼ mile of the event.
9. That you notify all participants to obey all rules, regulations and laws related to pedestrians.
10. That you have this permit letter readily available during the event, and shall present this permit upon demand of any City official.

This permit is granted subject to all other applicable laws and ordinances. This permit does not constitute a waiver by the City of any laws or ordinances that may apply to the permitted event or any activities associated with the permitted event.

If I can be of further assistance to you, please contact me at (253) 591-5178.

Sincerely,

Doris Sorum

City Clerk

747 Market Street, Room 220 ■ Tacoma, WA 98402-3768 ■ (253) 591-5171 ■ FAX (253) 591-5300

www.cityoftacoma.org

CITY OF TACOMA
FIRE DEPARTMENT
MEMORANDUM

Date: March 27, 2008

To: Christian Biker Tabernacle

From: Brian Trunk, FPB #168

Event: Special Event Permit #08-34, Friday & Saturday Night Feed.

I have reviewed your Special Event Permit Application #08-34, for use of the parking lot at South 24th Street & South A Street, on Fridays and Saturdays, from 2/8/08 through 2/8/09, from 6:00 p.m. until 9:30 p.m., for your event. The Tacoma Fire Department does hereby approve your application, with the following provisions or exceptions:

- 1) All aspects of the event must comply with the provisions of the Tacoma Fire Department Special Events Policy.
- 2) The event contact person shall determine if, by the Special Events Policy, any event participant's activity requires a Fire Department permit.
- 3) The event contact person shall make sure that each participant needing a permit, submits a timely application for that permit, to the Fire Prevention Bureau.
- 4) Use of liquefied petroleum gas (propane,) for cooking at these outdoor public assemblies, is hereby approved. The cooking operation must be equipped with a fire extinguisher rated not less than 2A:10B:C. Use of a fryer requires an addition fire extinguisher rated Class K.
- 5) By the information submitted, it does not appear your event needs any further Tacoma Fire Department permits.

Please note that other City Departments may have further requirements. Thank you, for allowing me the privilege of serving you. Please call the Fire Prevention Bureau at (253) 591-5740 if we may be of assistance.

CITY OF TACOMA
ENGINEERING DEPT.
MEMORANDUM

Date: March 27, 2008

To: The Christian Biker Tabernacle

From: Monique Glick

Event: Friday & Saturday night feed (08-34)

The Traffic Engineering Division has reviewed the requested use of the parking lot at Puyallup Ave. & A St. for this event from, 2-08-2008 to 2-08-09 and has no objection to the proposed use, provided:

- 1.) The applicant shall be responsible for notifying all properties with access affected by and prior to the event.

- 2.) Maintain a 6 foot unobstructed pedestrian right-of-way and handicapped access through the closed area at all times.

Failure to comply with any of these requirements constitutes a violation of the permit as granted and the event may be terminated by the Tacoma Police Dept. special events officer in charge. Noncompliance may also jeopardize the approval of future events.



**Tacoma Fire Department
Fire Prevention Bureau, Special Events Policy**

- 1.) A site plan, showing the following, is required: affected streets, location and dimensions of any activity requiring an individual permit, and location and quantity of any flammable liquids kept at the site. The plan should be submitted to the Fire Prevention Bureau not less than 30 days prior to the event.
- 2.) An emergency vehicle access path must be maintained for the entire length of all temporarily closed streets. This path must have unobstructed width of 20 feet and an unobstructed vertical clearance of 13 feet 6 inches. All intersections must remain open for traffic, or be barricaded in a manner allowing for immediate emergency vehicle access. Removal of barricades must not require: opening of locks, use of tools, special knowledge or heavy lifting. Placement of Fire Department extension ladders, for emergency access to buildings, must not be impeded.
- 3.) The following things must remain visible, and the path to them must remain unobstructed: Fire hydrants, Sprinkler connections, Standpipe connections, Fire alarms boxes, Building entrances, Exit doors, aisles, Exit lights, Stairways, Hose cabinets, Fire extinguishers, and any other Emergency equipment.
- 4.) The following processes or structures require individual Tacoma Fire Department permits: Cooking; Welding; Open flame; Pyrotechnics display (fireworks); High-heat appliances; High-heat processes; Use of propane or other combustible gas; Each tent over 200 square feet; Each canopy over 400 square feet; Each tent, awning, canopy or temporary membrane structure containing a heat producing device; Each portable generator. Application for such permits should be made, to the Fire Prevention Bureau, not less than 30 days prior to the event.
- 5.) Tents, awnings and temporary membrane structures must be certified flame retardant, by the manufacturer. Drapes, hangings, curtains, drops and all other decorations shall be of non flammable materials; certified flame retardant by the manufacturer; or be treated with flame retardant and retreated, as needed to remain flame retardant. Certification of

materials, or an original container of flame retardant treatment, must be available for inspection.

6.) Tents used for cooking or other high-heat process may be joined at the sides, provided: they are closed at their adjoining sides, open at the front and rear, and take their fuel gas from a single, common source.

7.) Any cooking operation, which produces grease-laden vapors, must be provided with approved hood, duct and fire suppression systems. The system must comply with the Mechanical Code, the Electrical Code and the Fire Code. These systems are not required for a tent with two or more open sides, or for a canopy.

8.) A portable fire extinguisher, rated 2A is required for any display involving: a tent over 200 square feet or a canopy over 400 square feet. Cooking, heating, or any other potentially hazardous process or material requires a 4A, 40B extinguisher.

9.) Cooking and other high-heat processes, and their enclosures or conveyances, must be not less than: 15 feet from any part of any structure; 2 feet from any side property line; 50 feet from any gasoline pump, combustible liquid storage tank, or any premises where flammable liquids are stored.

10.) Trash containers of 1.5 cubic yards capacity or larger must be at least five feet from any combustible wall, roof overhang, or any building opening.

11.) Compressed gas cylinders must be secured against falling, by chain or other non combustible restraint.

12.) Temporary wiring must be approved by the Electrical Inspection Division of the Department of Public Utilities. Extension cords must 14 gauge, or bigger, and be of the three-prong grounding type.