

Village of Akron

21 Main St.

Akron, NY 14001

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codeEnforcement@akronvillage.us

Web Site:

www.erie.gov/akron**SPECIAL EVENT PERMIT APPLICATION****SBL#**

for office use only

PERMIT NUMBER**NAME OF FACILITY/PROPERTY:** _____**NAME OF EVENT** (as appearing in advertising) _____**TYPE OF EVENT** (fair, race, concert, etc.) _____**SPECIFIC LOCATION OF EVENT** _____

Attach a road map or sketch showing location of event using name and address of a facility, property, roads, landmarks, etc. which must show the following:

- (a) _____ Location of parking facilities indicating number of parking spaces being provided for
- (b) _____ Location of toilet facilities including location of port-o-potties
- (c) _____ Location of entrances where public is to enter onto site and exit the site
- (d) _____ Location of vendor facilities including booths and food service facilities
- (e) _____ Location of all adjacent residential structures
- (f) _____ Information on where vehicles are to be parked during such event and any additional traffic control measures that are to be undertaken to deal with additional traffic into the facility.

Facility **Owned** by _____

Address _____

City, State, Zip _____

Contact Person _____

Phone # _____

Facility **Operated** by _____

Address _____

City, State, Zip _____

Contact Person _____

Phone # _____

Event Date(s) _____**Event Time(s)** _____ AM

_____ PM

Anticipated Peak
Attendance on Site at
Any One Time # _____**Traffic & Security**What steps are being undertaken to control traffic and provide security for the event(s)?

Organization providing security: _____

Number of security personnel to be provided: # _____

A Special Event is preplanned to occur within the Village of Akron attended by 50+persons. Private parties, wedding celebrations, etc. are excluded provided all parking is on private property and on one side of public right of way as will be golf tournaments at golf courses. Permit fee is for single event, or a series of special events, provided each is conducted at same location with similar conditions. Fee waived for community-wide celebrations such as 4th of July celebration. Must comply with NYS Fire Codes 403.1 - 403.2.1

FOR OFFICE USE ONLY:**Reviewed by Fire Chief:** _____**Date:** _____**Code Enforcement Officer:**☐ Approved ☐ DisapprovedSignature: _____
Paul Trybuskiewicz, Code Enforcement Officer**PERMIT FEE:****\$100**Cash _____ Check # _____ Credit _____
(Check payable to "Village of Akron")**Permit Issued on:** _____**Date:** _____