



**CITY OF RAMSEY
APPLICATION FOR
2020 TEMPORARY SPECIAL EVENTS PERMIT**

Application is hereby submitted for a temporary special events permit within the City of Ramsey, in accordance with the Ordinances of said city regulating the same. This application must be submitted a minimum of 60 days prior to the event requested. Business licenses are issued upon approval by City Council. Refer to City Code Chapter 26 Article XI for ordinance details. Incomplete applications will not be accepted.

Today's Date: 4-24-2020

Return this completed application along with the following:

- License fee of \$50 (non-profits: fee waived)
- There may be an additional fee based upon the type of event and the City's adopted rates and charges.
- A certificate of insurance for public liability

Please check all that apply:

- Business Sole Owner Partnership _____
 Association Non-Profit For Profit *List partners, use back page if needed or attach separate form.*
 Individual

- FULL** Name of Business/Association/Individual: New Life Church
- Address or General Description of the premises to be licensed: 17261 St. Francis Blvd NW Ramsey, MN 55303
- Applicant's **FULL** Name: Spiss Virginia Celine
Last First Middle
- Applicant's Phone Number(s): 763-205-5250
- Applicant's Email Address: bobandginger@gmail.com
- Applicant's Address: 15451 Arson St. NW Ramsey, MN 55303
- Applicant's Date of Birth: 12/30/1958
- Applicant's Position with Company: Farmers Market Manager
- Manager or Owner's **FULL** Name: (If diff fm applicant) _____
Last First Middle
- Address of Owner of Premises: (If different from applicant) 17261 St. Francis Blvd.
- Owner's Phone Number(s): (If different from applicant) 763-421-0166
- Days/Date of Event: May-16, 2020 - 9-1pm every Saturday
- Hours of Event: 9 AM - 1 PM for public
- Name & brief description of event: We are providing an opportunity for the area of Ramsey to have a Farmers Market.

15. Will there be music? Please check all that apply. at times we hope-
 None Live Band DJ Karaoke Other: _____

16. Will there be alcohol? Yes No
If Yes - Explain: _____

17. An estimated number of persons and spectators expected to attend the event: 20 to 60? I hope

18. Details of the program:

a) Include a map (Google earth, etc.) showing the locations of all facilities and equipment on the premises, including the location of loud speakers, toilets, medical facilities, solid waste receptacles, emergency routes, etc, along with a brief summary of each one listed below:

b) Emergency Communications: Describe what type of emergency communication you will be using outside of 911 services: - None

c) Security Protection: What is the plan for security, if additional security is needed, name or entity providing the service, if no explain why you feel no security is needed: None needed, we have volunteers to direct or address needs

d) Water & Food Supply and additional restroom facilities: We have indoor water & restrooms

e) Medical Facilities and Services: Will you have medical facilities, service staff on site: if no, why: We will not provide medical facilities, we have access to phone at all times if an emergency occurs, we will have a first aid box for scrapes,

f) Vehicle Parking Space (parking provisions for employees and visitors): What is your plan for all vehicle parking? We will have a person to direct parking as needed. We will have a few spots for handicapped.

g) Vehicle Uses and On-Site Traffic Control - including showing emergency accesses: Who will be providing on-site traffic control and what uses will be used? Signs & Persons will direct areas to park, there is a right turn lane that will be helpful to get Northbound traffic in without interfering with Northbound traffic.

h) Sound and Lighting Equipment: Describe any sound and lighting equipment that will be used: We are not providing electricity to vendors we have outside plugs and access if we need it for some things.

- i) Fire Protection Plan: Describe any services or equipment on site for fire prevention or a plan: With out the use of electricity it should not be an issue, but church has access to ~~exting~~ extinguishers + phone
- j) Your plan for Garbage/Trash & Litter Clean-up Services: We have garbage service, we will have Trash can available in 2 places. Volunteers will clean upon closure.
- k) Is it proposed or expected that spectators or participants will remain at night or overnight, the arrangements for illuminating the premises and for camping and similar facilities must be summarized:
This is a morning event. In event of poor weather we can move it into the building, which will only happen if social distancing can happen.

APPLICANT REQUIREMENTS:

- The applicant agrees that within 24 hours after the conclusion of the event, the premises will be cleaned up, including contiguous public roads, ways and easements, and remove all debris, garbage, trash, litter and other waste matter from, in and around said premises, together with all advertising matter to said event.
- If severe weather is approaching, it is the permittee's responsibility to notify those attending and take appropriate action.
- If applicant is different from the property owner, a notarized letter by the property owner acknowledging and accepting the temporary use on the property must accompany this permit application.
- Special events **require a fire inspection** – call 763-427-4452 to schedule. This application **does not** cover permits needed for cooking vendors, tents over 400 square feet, the use and storage of flammable/combustible liquids, fireworks, etc.
- The City of Ramsey does not give out food handling permits – please contact Anoka County (763-324-4260) for any food sales requirements.
 - o Temporary Food License Application:
<http://www.anokacounty.us/DocumentCenter/Home/View/5896>
 - o Anoka County Web: <https://www.anokacounty.us/1414/Food-Service-Establishments>
- Food truck vendors are required to have a Transient Merchant/Peddler, Solicitor License with the City.

I hereby certify that the foregoing statements are true and correct to the best of my knowledge and that the giving of false information or the failure to give pertinent information constitutes cause for revocation of this permit. Further, I agree to comply with all the provisions of the ordinance under which this permit is granted.

Applicant's Signature: Virginia C. Spier Date: 4/24/2020

Return completed application and requested information along with the fee to:

City of Ramsey
Attn: Business Licenses
7550 Sunwood Drive NW
Ramsey, MN 55303

Make check or money order payable to "City of Ramsey". VISA, MasterCard, Discover accepted.

DATA PRACTICES ADVISORY: The data supplied in this application will be used to assess the qualifications for a license. This data is not legally required but the City will not be able to grant the license without it. If a license is granted, the data will constitute a public record.

This license is valid for day of event only.

CITY OF RAMSEY

TENNESSEN WARNING

In connection with your request for a license, the City of Ramsey has asked that you provide information about yourself which is classified as either *private or confidential* by the Minnesota Government Data Practices Act (M.S.A. 13.04). Accordingly, the City is required to inform you of the following:

1. The private or confidential information requested includes, but may not necessarily be limited to, the following: *Your social security number or Minnesota business identification number.*
2. The purpose and intended use of the information requested is: *To comply with Minnesota Statutes, Section 270.72.*
3. You are required to supply the requested information.
4. The known consequences of supplying the requested information are as follows: *Loss or denial of the requested license if you owe the State of Minnesota delinquent taxes, penalties or interest.*
5. The known consequences of refusing to supply the requested information is: *Your request for a license cannot be processed.*
6. The following persons and entities are authorized by law to receive the information if provided: *State of Minnesota - Department of Revenue and other government agencies as provided by law.*

The undersigned, by signing this notice, acknowledges that he/she has read and understood the contents of this notice.

4-24-2020

Date

Virginia C. Spiess
Signature of Applicant

Virginia C. Spiess
Print Name)



City of Ramsey, MN

4/30/2020

The New Life Ramsey Farmers Market is ministry extension of New Life Church – The Farmers Market vision and goal is to provide a family focused platform to vendors to make available healthy products to local and surrounding communities.

Since this is an extension ministry of New Life Church, the New Life Ramsey Farmers Market has permission to use our property, 17261 St. Francis Blvd NW Ramsey, MN 55303, for the market. Each vendor is to have their own liability insurance and does not hold New Life Church responsible for any damage or injury incurred while on our property.

If you have any questions please email
newlifechurch@newlifemn.org

Blessings,



Rev. Ken Snyder

Date: 4/30/2020

Notary Public Signature & Seal

Date: 4/30/2020

SPECIAL EVENTS PERMIT
Special Events Application is attached

Name/Date of Event: New Life Farmer's Market - May 16, 2020 (every Saturday 9AM-1PM)

Findings by **Ramsey Police Department** *(including estimated charges):*

Signature Police Chief or Assignee: _____ Date: _____

Findings by **Ramsey Fire Department** *(including estimated charges):*

Signature Fire Chief or Assignee: _____ Date: _____

Findings by **Ramsey Public Works/Engineering Department** *(including estimated charges):*

Signature of PW or Assignee: _____ Date: _____

Findings by other departments as necessary (*including estimated charges*):

Signature of Dept Head or Assignee: _____ Date: _____

Applicant:

I certify that I have read, understand and will comply with all the findings as listed above:

Print Name: _____

Signature: _____

Date: _____