

**Special Event Permit 2010-30
Downtown Overland Park Events**

1 inch = 400 feet

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

January 14, 2010

City of Overland Park
Attn: Planning/Permits
8500 Santa Fe Drive
Overland Park Drive

To whom it may concern:

Promotional Pole banners: The attached permit applications are written for the purpose of installing 54 downtown promotional banners on existing brackets attached to 52 electric and light poles along Metcalf Avenue between 78th and 83rd Steets and along 79th, Santa Fe, 80th, and Marty streets within the downtown Overland Park Business Improvement District.

Currently, 24 banner brackets exist on Metcalf Avenue between 78th and 83rd Streets. They accommodate 30" x 72" banners. Currently, 28 banner brackets exist in the core of the BID. They accommodate 20" x 36" banners.

We're seeking special permission for a single set of banners to be displayed from March 1 through October 31, 2010, in commemoration of Overland Park's 50th anniversary.

From November, 2010, through February 28, 2011, a replacement set of banners will be installed featuring a winter scene.

Sponsor promotion banners: The attached permit application is written to request approval for maintaining three (3) to four (4) banners measuring 57" x 40", displayed on the fencing on the east side of the clock tower patio. Those banners provide recognition for the DOPP's highest-level sponsors. Those sponsorships are vital in helping to fund the work done by the DOPP. Currently, three banners currently promote Metcalf Bank, O'Neill Honda, and The Townhomes at Buckley Court. Ideally, these banners will be displayed for a 12-month period.

Please feel free to call for more information.

Thank you.

Robin Fish
Executive Director

W

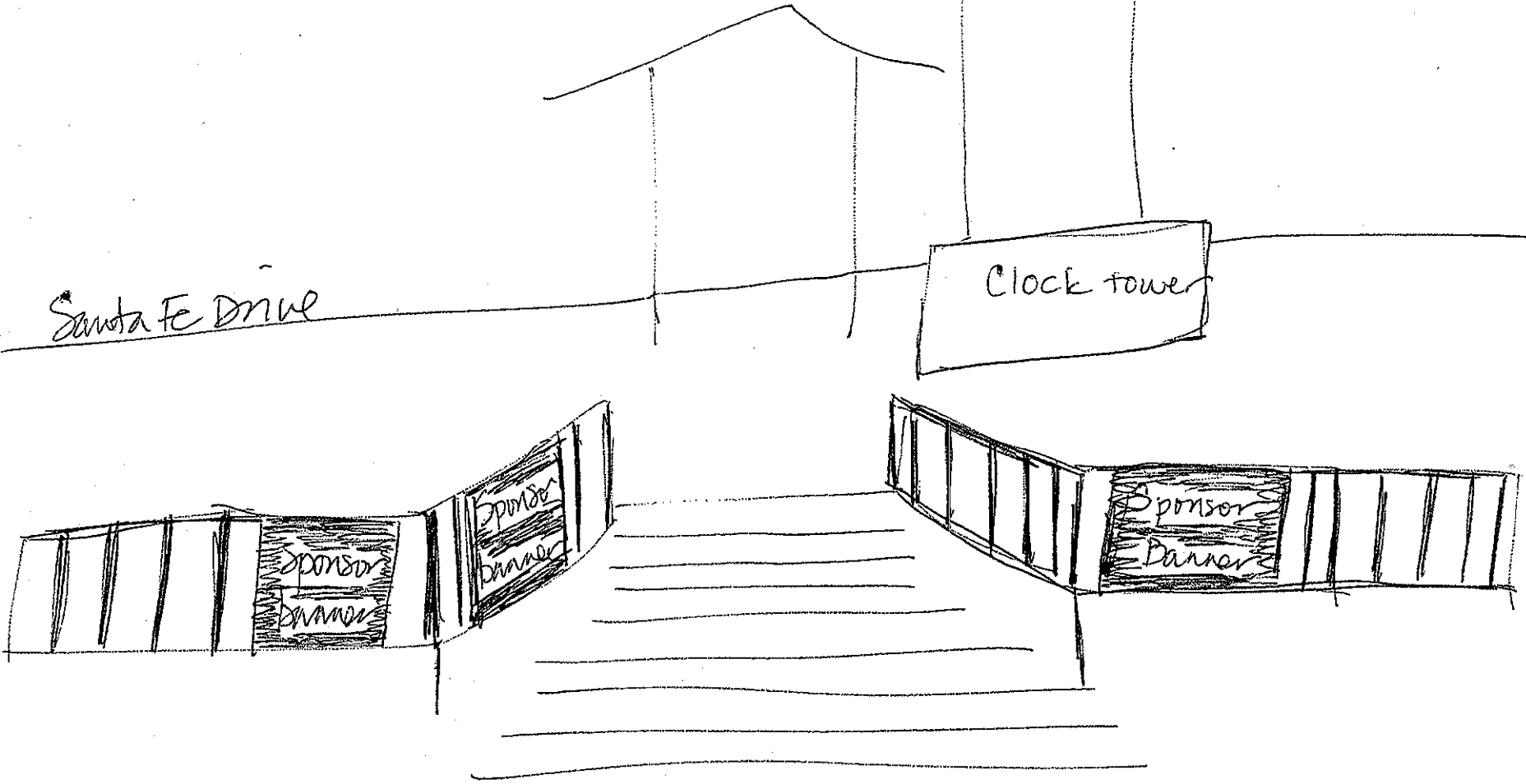
Santa Fe Drive

Clock tower

S

N

CP Drive



Discover
Downtown
 HISTORIC DOWNTOWN OVERLAND PARK

TO City Council

FROM: Kate Maricle, Director of Events & Operations

DATE: January 14, 2010 *Kate*

RE: Event Permits

We respectfully request that the City Council grant event permits for the following Downtown Overland Park Partnership events:

1. **Easter Egg Trail – Participating merchants hand out candy to visitors. Choir and band invited to entertain during the event under the clock tower.**

Venue: Under the clock tower.
 Date: April 3, 2010
 Time: 1-3:00 p.m.
 Estimated Attendance: 500-1,000
 Roads Closed: None
 Police: No

2. **Farmers' Market - A growers' market that sells fruits & vegetables to the public. Live music under the clock tower every market day, weather permitting.**

Venue: Under Farmers' Market pavilion, south of the pavilion along the curb parallel to Marty, Overland Park Drive (**closed during market**).

Dates: April 17 – May 29, 2010 (**Early Season**, Open only on Saturday's)
 June 2 – September 29, 2010 (**Main Season**, Open Wednesday's & Saturday's)
 October 2 – 30, 2010 (**Late Season**, Open only on Saturday's)
 November 20 & 24, 2010 (**Thanksgiving Market**)

Time: Saturday's open 6:30 a.m. to sellout. Wednesday's 7:30 a.m. to sellout, **except** the Thanksgiving Market will be open 10:00 a.m. – 2:00.

Estimated Attendance: 3-6,000 daily

Roads Closed: Overland Park Drive (done by market manager each market day)

Police: Upon request and as needed.

3. **Special Music Event – United States AF Band (tba) – Free concert to celebrate Flag Day. Under the clock tower. Visitors will be encouraged to bring their lawn chairs and enjoy the entertainment. Special tribute to veterans that day.**

Venue: Clock tower
 Date: June 14, 2010
 Time: 10:30 a.m. – 12:30 p.m.
 Estimated Attendance: 500 – 1,200
 Roads Closed: Overland Park Drive (10 a.m. – 12:30 p.m., Kate will close)
 Police: No

4. **DOP Days with Friday night Beer Garden – Celebrating 50 years of excellence by design theme. Friday evening live band, dancing, food. Saturday booths open to public from 9:00 a.m. – 4:00 p.m., live music, entertainers, food. Runs in conjunction with Farmers' Market.**

Venue: Friday evening – under the farmers' market pavilion.
 Saturday – Santa Fe and 80th Streets, clock tower.

Dates: Friday, June 18 (Beer garden only)
 Saturday, June 19 (family fun day)

Times: Friday, June 18, 6-11:00 p.m.
 Saturday, June 19, 9 a.m. – 4:00 p.m.

Estimated Attendance: Friday evening – 500 – 1,200
 Saturday evening – 3-5,000 (not including farmers' market)

Parks & Recreation Special Request: Friday evening only - Orange construction fencing and posts to enclose beer garden under pavilion (Staff/volunteers will roll up fencing after beer garden closes on Friday). For Saturday only, one golf cart to be used by staff during event.

Roads Closed: Overland Park Drive (Friday, 5-11:00 p.m., closed by Kate)
 Alley south of pavilion (Friday, Public Works)
 Overland Park Drive (Saturday, 6 a.m. – 4:00 p.m.)
 Santa Fe and 80th Streets (Saturday, 6:30 a.m. – until booths broken down and cleared out - around 4:00 p.m.)

Police: No off-duty officers will be used. As needed to patrol event but not beer garden.

Beer Garden will be managed by The Other Place, Chrissy Greig (see attached letter).
Permits needed for beer garden to be completed by Chrissy.

5. **Fall Festival - Friday evening live band, dancing, food. Saturday booths open to public from 9:00 a.m. – 4:00 p.m., live music, entertainers, food. Runs in conjunction with Farmers' Market. THIS IS A CHANGE FROM PREVIOUS YEARS – PARADE WILL BE AT 10:00 A.M. – STAGING TO BEGIN ON FLOYD AT 9:00 A.M. PARADE ROUTE WILL NOT CHANGE. (Will be working with Public Works and the police department to develop an exit strategy for end of parade in an effort to keep parade moving and not block parade route.)**

Venue: Friday evening – under the farmers' market pavilion.
 Saturday – Santa Fe and 80th Streets, clock tower.

Dates: Friday, September 24, 2010 (Beer garden only)
 Saturday, September 25, 2010 (family fun day)

Times: Friday, September 24, 6-11:00 p.m.
 Saturday, September 25, 9 a.m. – 4:00 p.m.

Estimated Attendance: Friday evening – 500 – 1,200
 Saturday evening – 2-3,000 (not including farmers' market)

Parks & Recreation Special Request: Friday evening only - Orange construction fencing and posts to enclose beer garden under pavilion (Staff/volunteers will roll up fencing after beer garden closes on Friday). For Saturday only, one golf cart to be used by staff during event.

Roads Closed: Overland Park Drive (Friday, 5-11:00 p.m., closed by Kate)
 Alley south of pavilion (Friday, Public Works)

Overland Park Drive (Saturday, 6 a.m. – 4:00 p.m.)
 Santa Fe Street (6 – 11:30 a.m. when parade is over and cleared out)

80th Streets (Saturday, 6:30 a.m. – until booths broken
 down and cleared out - around 4:00 p.m.)

Police: No off-duty officers will be used. As needed to patrol event but not beer garden.

6. **Trick or Treat** – Area participating merchants hand out candy. Live music during event.

Venue: Under the clock tower.

Date: October 30, 2010

Time: 2-5:00 p.m.

Estimated Attendance: 1,200 – 2,000

Roads Closed: Overland Park Drive (closed by Kate for market and it will remain closed until 5:30 p.m.)

Police: No

7. **Mayor's Holiday Tree Lighting** – Community event when the mayor turns on the holiday tree lights. Choirs, bands, dance troupe, hayrack ride, a great family-friendly event. Always a media event.

Venue: Under the clock tower.

Date: November 12, 2010

Time: 5:30 – 8:00 p.m.

Estimated Attendance: 3-5,000

Limited Access Road: Overland Park Drive is where we load and unload for the hayrack ride. Route for ride is south on Overland Park Drive to 80th Street. Right on 80th Street to Foster. North on Foster Street to 79th Street then right on 79th Street to Overland Park Drive. **If we can get a portable sign from Public Works that cautions drivers to slow down, that would solve this problem.**

Police: No

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

Easter Egg Trail

Date: April 3, 2010

Time: 1-3:00 p.m.

Venue: Under the clock tower.

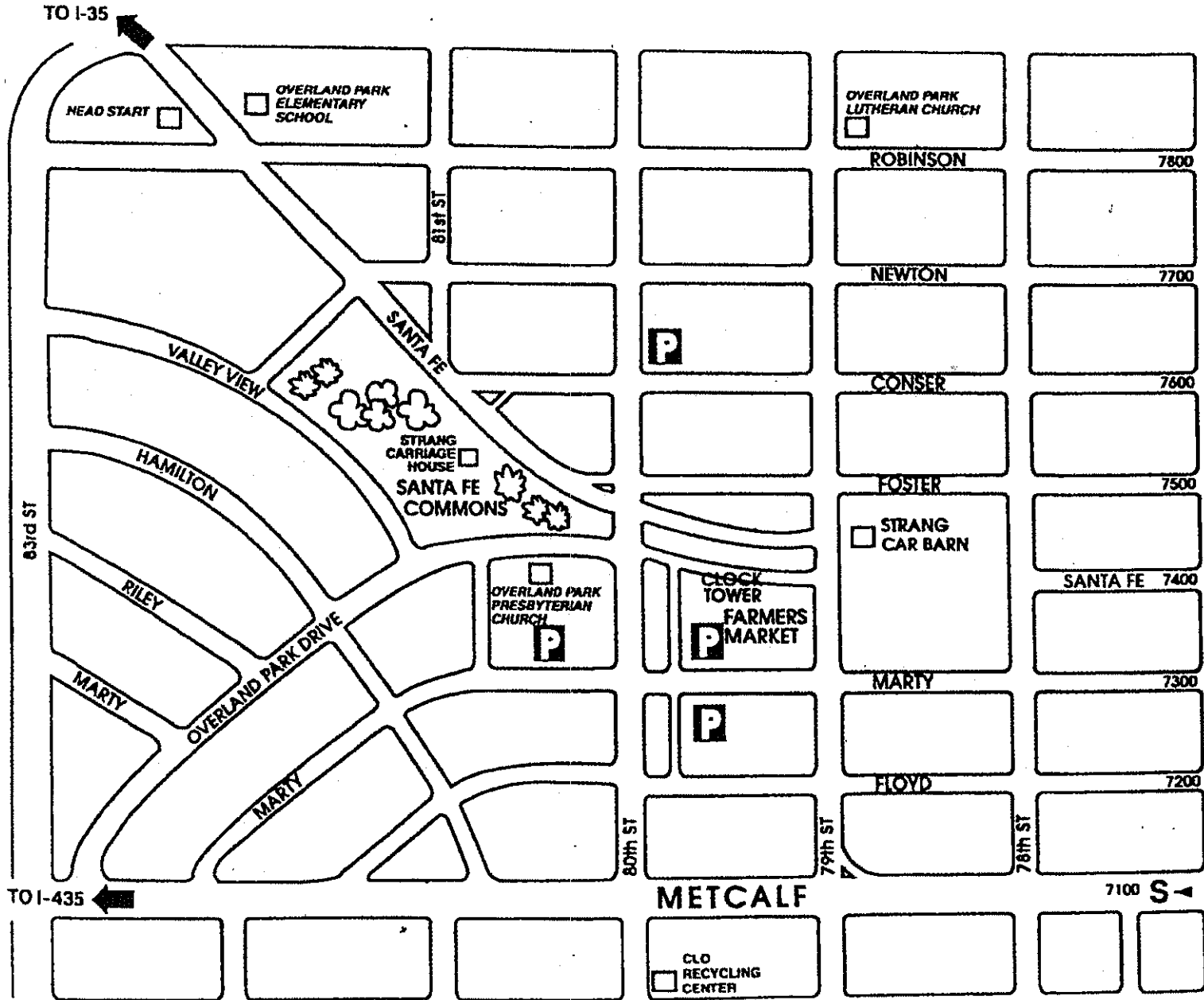
Event Description: Participating merchants hand out candy to visitors. Choir and band invited to entertain during the event under the clock tower. Visitors invited to crack the clues to the trail map that leads them along the candy trail (area merchants).

Anticipated Attendance: 500-1,000

Services Needed: None

Display Advertising: One A-Frame will be placed under the clock tower the day of the event listing the performers and recognizing event sponsors.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)



We're easy to get to:

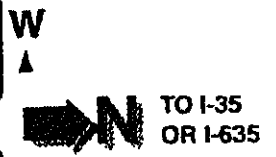
From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

From Antioch:
turn east on
79th Street

From I-635:
Take Metcalf south
to 79th Street

P Indicates
public parking



Easter Egg Trail - 2010

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

Farmers' Market

Dates: April 17, 2010 – May 29, 2010 (Early Season)
June 2 – September 29, 2010 (High Season)
October 2 – 30, 2010 (Late Season)
November 20 & 24 (Thanksgiving Market)

Time: Saturday's open 6:30 a.m. – sellout. Wednesday's 7:30 a.m. – sellout. Thanksgiving Market only: 10:00 a.m. – 2:00 p.m.

Venue: Under the farmers' market pavilion.

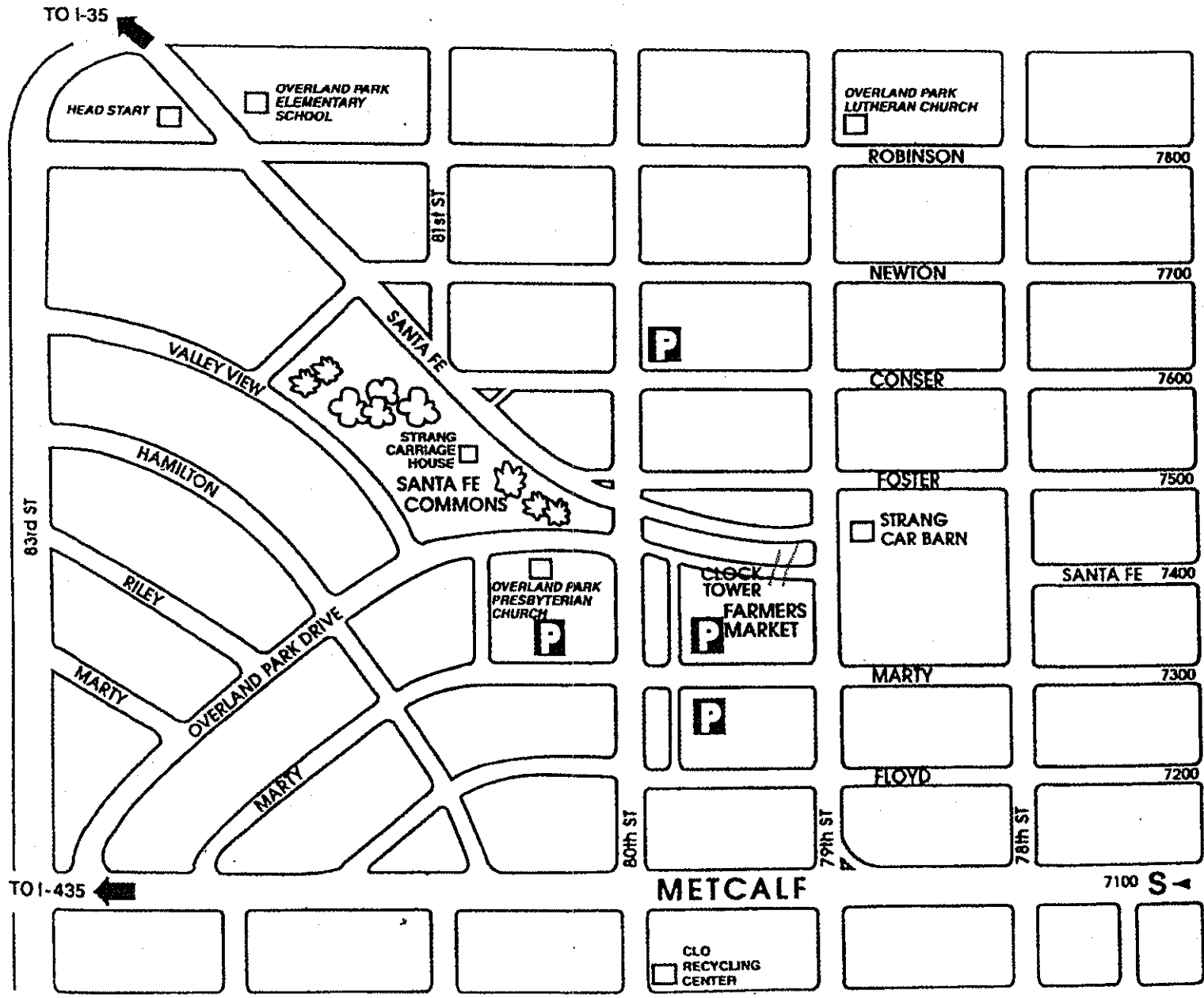
Event Description: A growers' market that sells fruits & vegetables to the public. Live music under the clock tower every market day, weather permitting.

Anticipated Attendance: 3-6,000/daily

Services Needed: None

Display Advertising: Two a-frames will be placed under the pavilion to announce upcoming events. Market sponsor being sought and a banner approximately 2' deep and 6' wide may hang at the bottom of the clock tower facing Marty Street once sponsor identified. Banner to hang only during high season June 2 – September 29.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)



We're easy to get to:

From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

From Antioch:
turn east on
79th Street

From I-635:
Take Metcalf south
to 79th Street

P Indicates
public parking

W
A
N TO I-35
OR I-635
S
E

Farmers' Market 2010

Discover **Downtown** HISTORIC DOWNTOWN OVERLAND PARK

Special Music Event

Dates: Monday, June 14, 2010

Time: 10:30 a.m. – 12:30 p.m.

Venue: Under the clock tower.

Date may change to October. Conflict w/ Band dates

Event Description: Free concert to celebrate Flag Day under the clock tower. Visitors will be encouraged to bring their lawn chairs and enjoy the entertainment. Special tribute paid to veterans that day.

Anticipated Attendance: 500 - 1,200

Services Needed: None

Display Advertising: One a-frame announcing the event will be placed under the clock tower announcing the group's name and any sponsors.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

DOP Days with Friday Beer Garden

Dates: Friday, June 18, 2010 - Beer garden only
Saturday, June 19, 2010

Times: Friday, 6-11:00 p.m.
Saturday, 9 a.m. – 4:00 p.m.

Venue: Friday evening, under the farmers' market pavilion.
Saturday, Santa Fe and 80th Streets, clock tower.

Event Description: Celebrating 50 years of excellence by design theme. Friday evening live band, dancing, food. Saturday booths open to public from 9:00 a.m. – 4:00 p.m., live music, entertainers, food. Runs in conjunction with the Farmers' Market.

Anticipated Attendance: Friday evening, 500-1,200; Saturday evening 3-5,000 (doesn't include Farmers' Market numbers).

Services Needed: Parks and Recreation – Orange construction fencing and poles for Friday evening. Golf cart to cover event and market on Saturday for staff use.

Public Works – requested roads closed.

Police: As needed for event, but not beer garden patrol.

The beer garden will be managed by The Other Place – Chrissy Greig. The Other Place will apply for appropriate permits for operating a beer garden.

Display Advertising: One a-frame announcing the event line-up will be placed under the clock tower and any sponsors. Second a-frame under the clock tower making same announcements. Directional arrows leading to event from Metcalf and 80th and at 79th Streets.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)

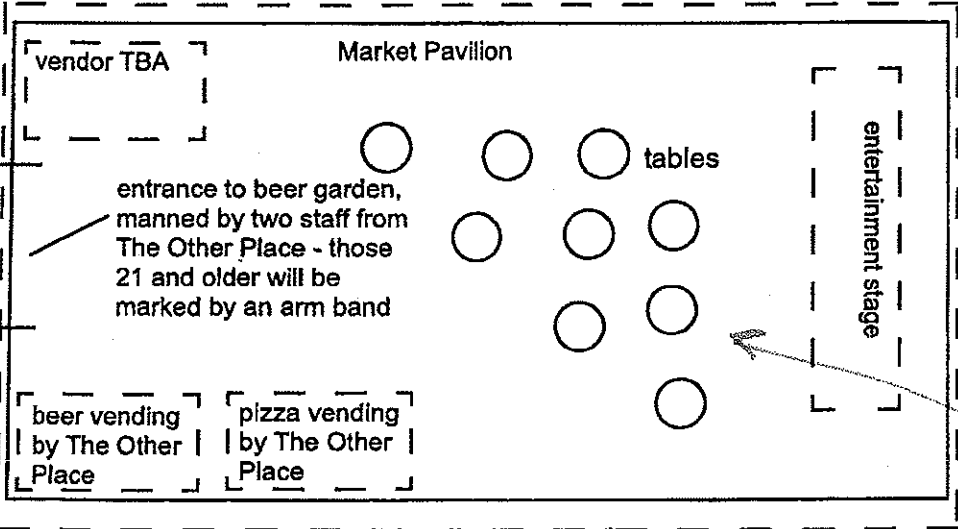
2010 June 18 + 19
Downtown Overland Park Days ~~2009, June 5 and 6~~
Permit Map - Friday, ~~June 5, 4-11pm~~
June 18 6-11p.m North

Dyna Jet carwash

restrooms

- - - barrier, encasing entire beer garden and entertainment area - - -

Overland Park Drive



Marty Street

- - - barrier, encasing entire beer garden and entertainment area - - -

Orange fencing

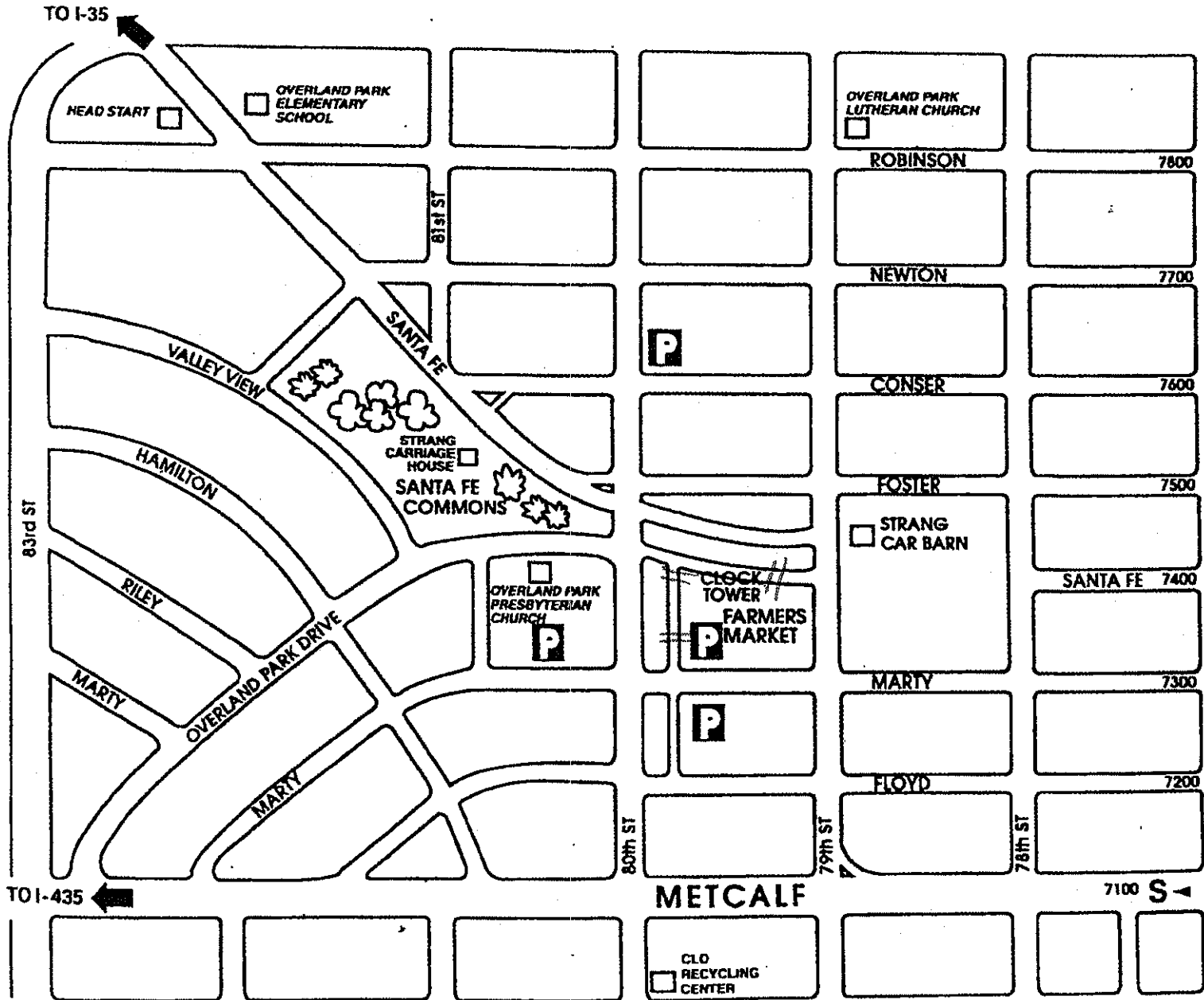
Beer Garden

Alley - South

Wild Bird Store	DeCloud Photography	The Other Place
-----------------	---------------------	-----------------

80th Street

Received Time Jan. 14, 2010 3:02PM No. 2146



We're easy to get to:

From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

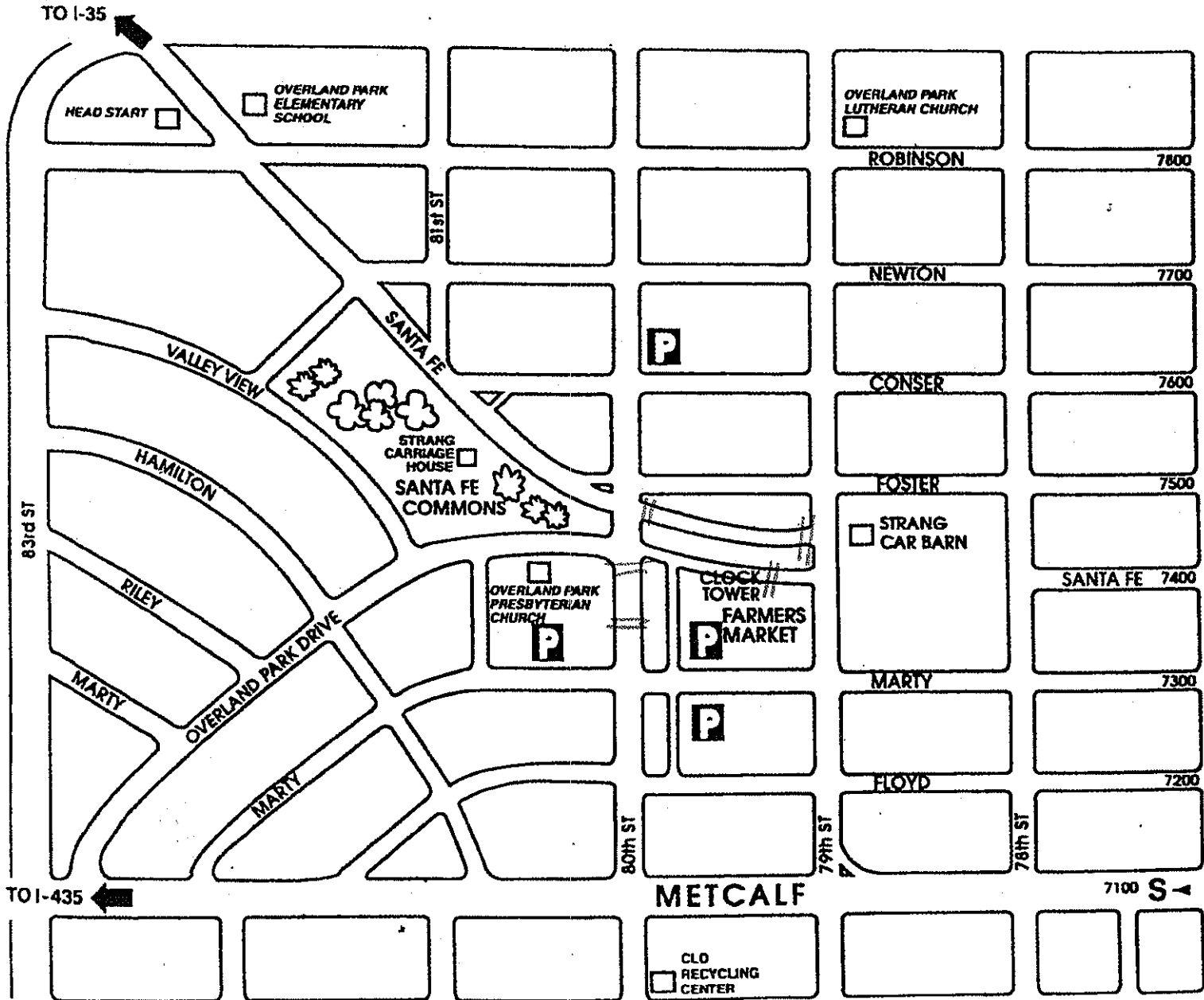
From Antioch:
turn east on
79th Street

From I-635:
Take Metcalf south
to 79th Street

P Indicates
public parking

W
A **N**
TO I-35
OR I-635

*Friday evening - 6/18
Roads closed*



We're easy to get to:

From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

From Antioch:
turn east on
79th Street

From I-635:
Take Metcalf south
to 79th Street

P indicates
public parking

W
A
N TO I-35
OR I-635
S
E

Saturday, June 19 - Roads Closed

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

Fall Festival with Friday Beer Garden

Dates: Friday, September 24, 2010 - Beer garden only
Saturday, September 25, 2010

Times: Friday, 6-11:00 p.m.
Saturday, 9 a.m. – 4:00 p.m.

Venue: Friday evening, under the farmers' market pavilion.
Saturday, Santa Fe and 80th Streets, clock tower.

Event Description: Friday evening live band, dancing, food. Saturday booths open to public from 9:00 a.m. – 4:00 p.m., live music, entertainers, food. Runs in conjunction with the Farmers' Market. THIS IS A CHANGE FROM PREVIOUS YEARS – PARADE WILL BE AT 10:00 A.M. – STAGING TO BEGIN ON FLOYD AT 9:00 A.M. PARADE ROUTE WILL NOT CHANGE. (Will be working with Public Works and the police department to develop an exit strategy for end of parade in an effort to keep parade moving and not block parade route.

Anticipated Attendance: Friday evening, 500-1,200; Saturday evening 2-3,000 (doesn't include Farmers' Market numbers).

Services Needed: Parks and Recreation – Orange construction fencing and poles for Friday evening. Golf cart to cover event and market on Saturday for staff use.

Public Works – requested roads closed.

Police: As needed for event, but not beer garden patrol.

The beer garden will be managed by The Other Place – Chrissy Greig. The Other Place will apply for appropriate permits for operating a beer garden.

Display Advertising: One a-frame announcing the event line-up will be placed under the clock tower and any sponsors. Second a-frame under the clock tower making same announcements. Directional arrows leading to event from Metcalf and 80th and at 79th Streets.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)

Fall Festival 2010

Downtown Overland Park Days 2009, June 5 and 6
Permit Map - Friday, June 5, 4-11pm

*Sept 24
6-11p.m*

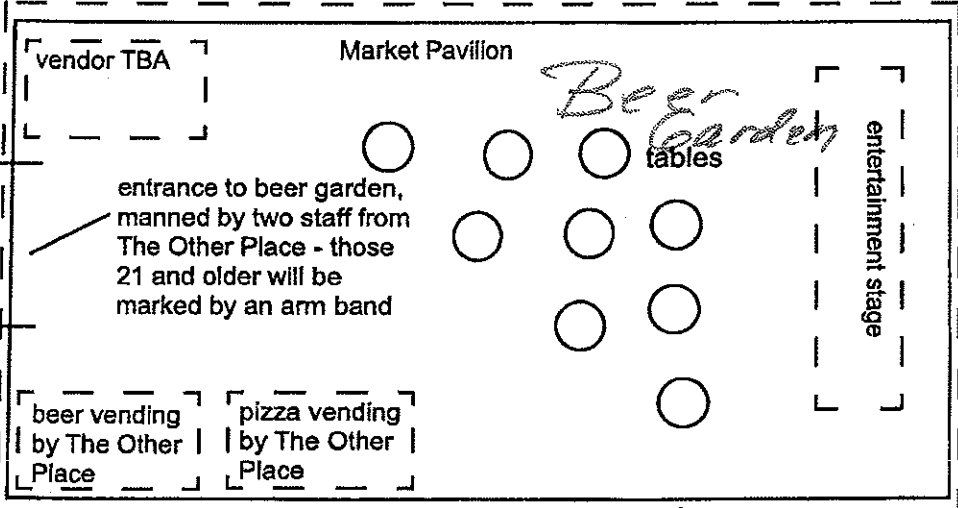
North

Dyna Jet carwash

restrooms

- - - barrier, encasing entire beer garden and entertainment area - - -

Overland Park Drive



- - - barrier, encasing entire beer garden and entertainment area - - -

Marty Street

Orange Perchery

Alley - South

Wild Bird Store	DeCloud Photography	The Other Place
-----------------	---------------------	-----------------

80th Street

Kate Maricle

From: The Other Place Olathe [theotherplaceks@sbcglobal.net]
Sent: Thursday, January 14, 2010 2:42 PM
To: Kate Maricle
Subject: DTOPP days

To: Whom it may concern

From: Chrissy Greig, The Other Place

RE: DTOPP Days Beer Garden

Date: January 14, 2010

I, Chrissy Greig, will be the manager manning the beer garden for downtown Overland Park days on Friday, June 18. The Other Place personnel will be responsible for carding any persons consuming alcoholic beverages.

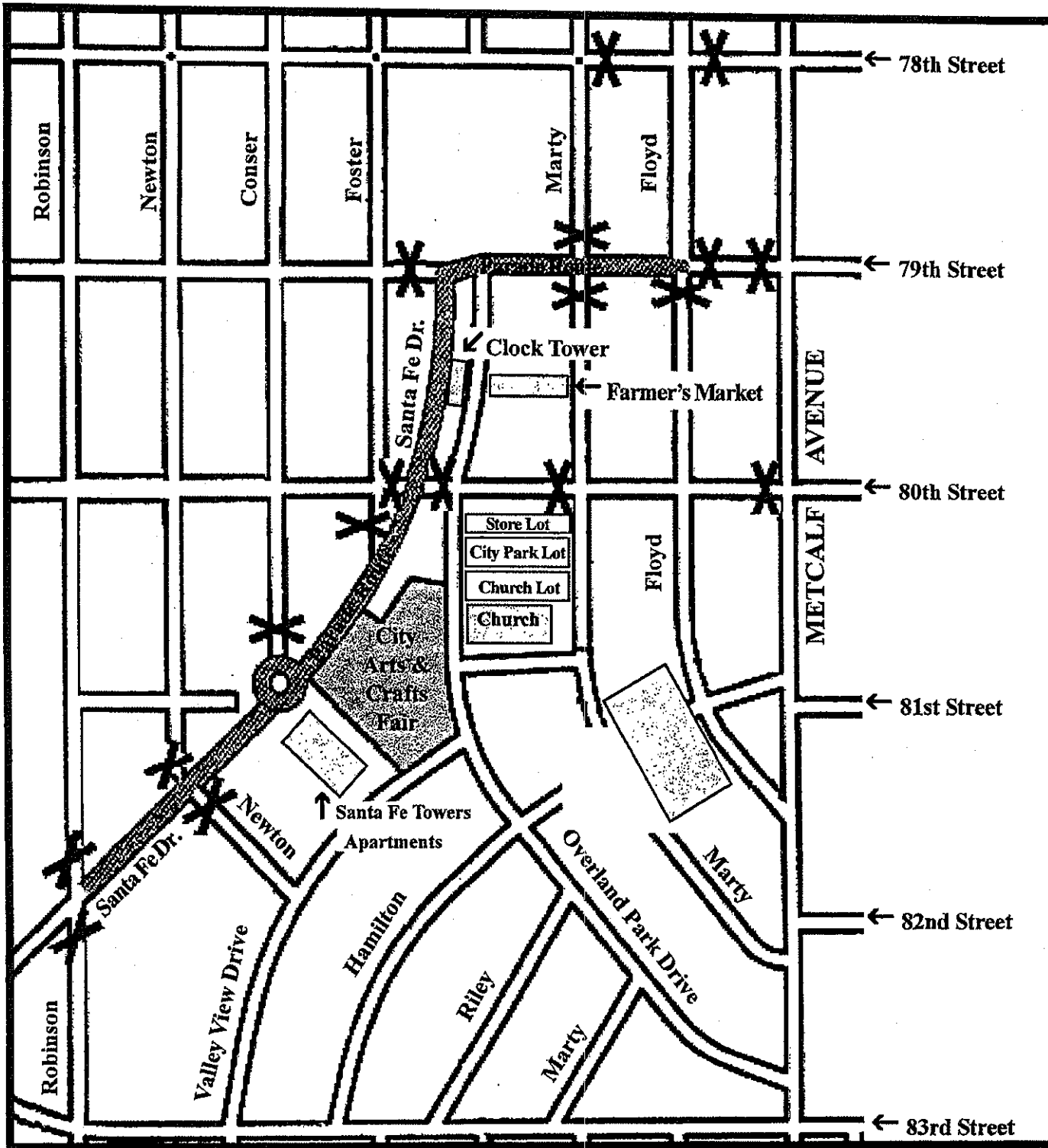
Chrissy Greig

The Other Place

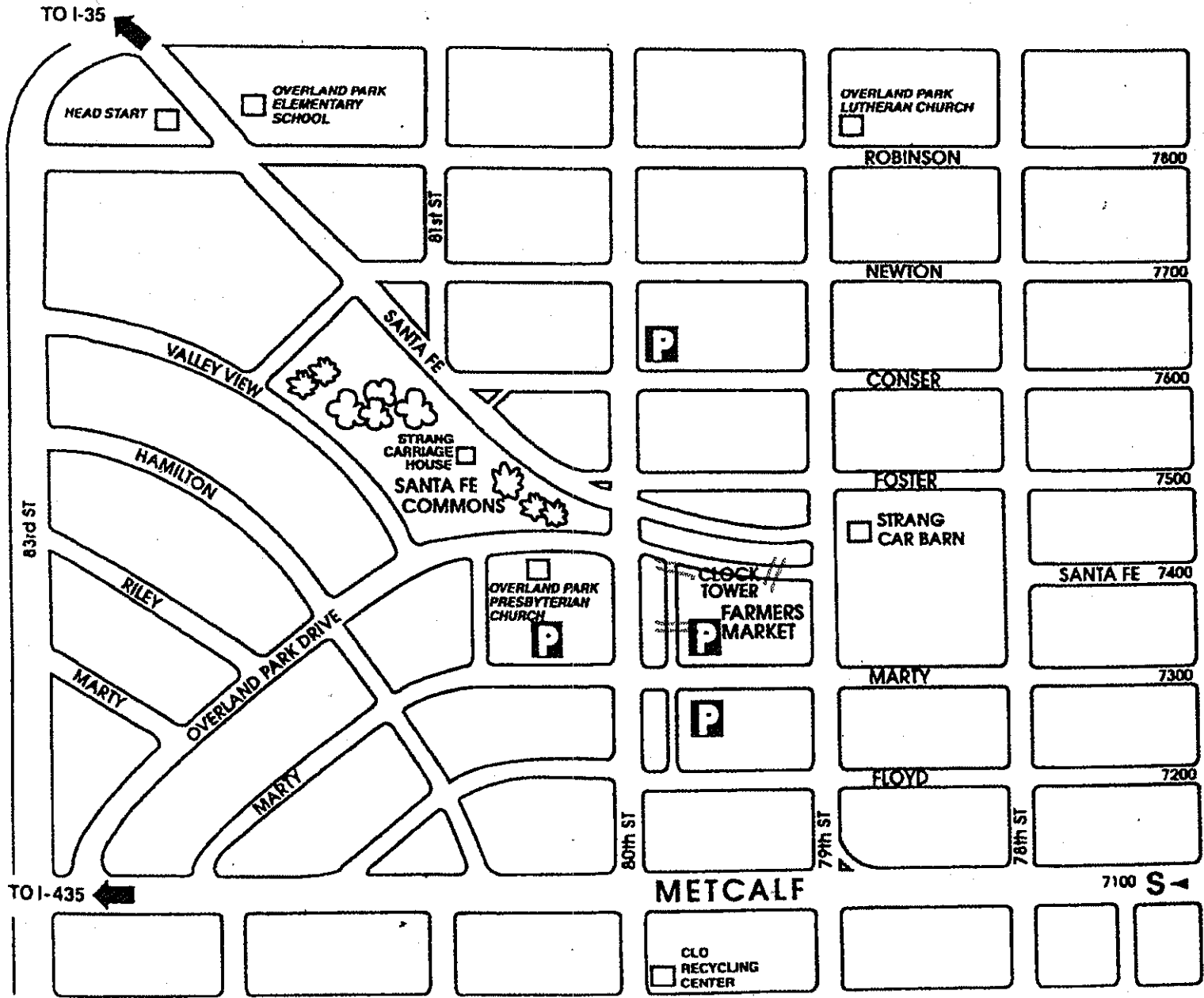
Director of Operations

Office: 913-791-9500

Mobile: 913-522-9293



Parade Route



We're easy to get to:

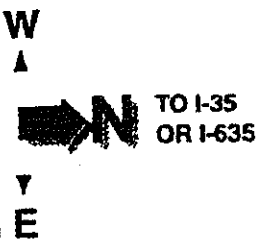
From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

From Antioch:
turn east on
79th Street

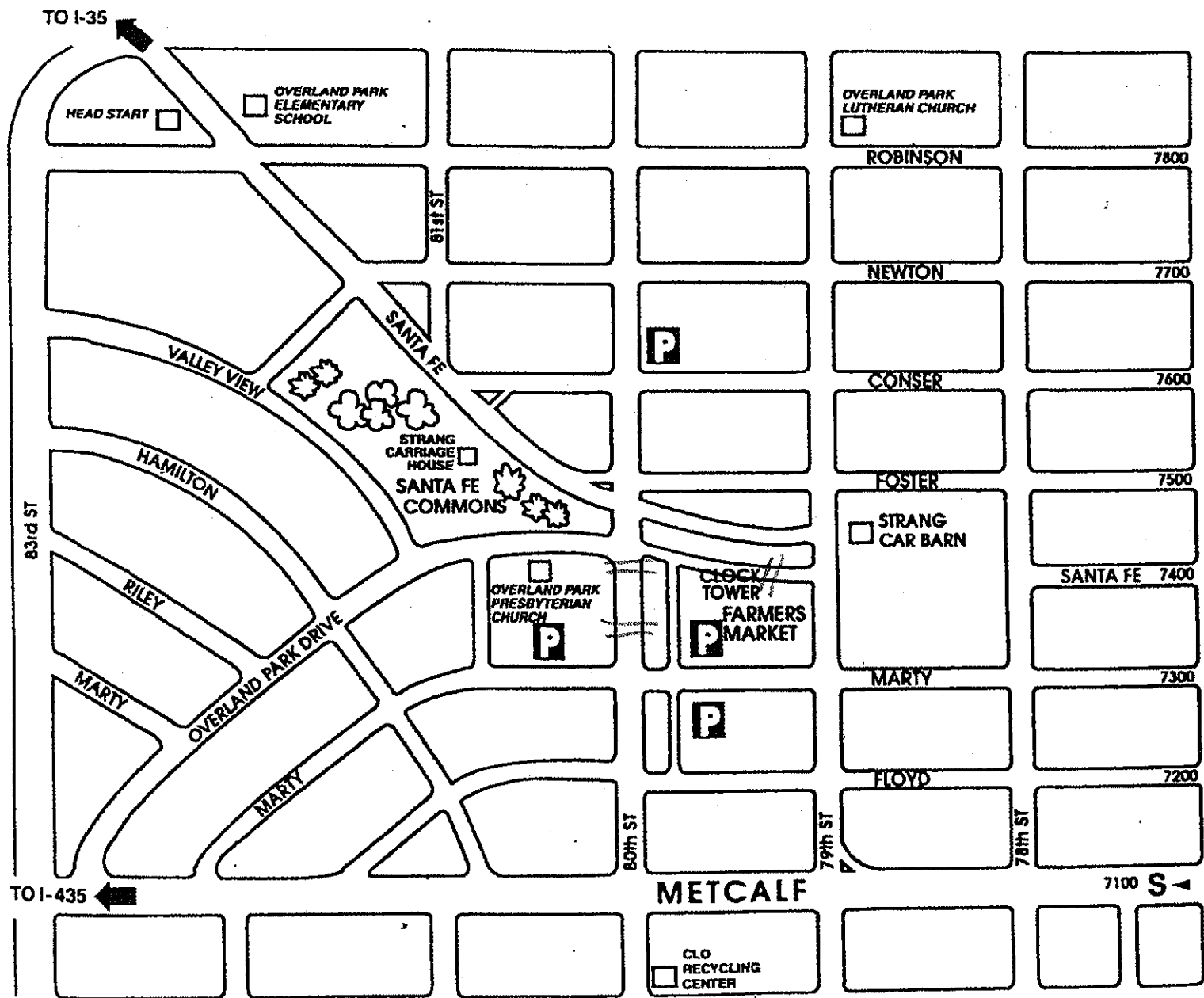
From I-635:
Take Metcalf south
to 79th Street

P indicates public parking



*Fall Festival - Friday 9-24
Roads closed*

Received Time Jan. 14, 2010 3:02PM No. 2146



We're easy to get to:

From I-35: take 87th Street exit east that turns into Santa Fe Drive

From I-435: take Metcalf north to 80th Street

From Antioch: turn east on 79th Street

From I-635: Take Metcalf south to 79th Street

P Indicates public parking

W
A
TO I-35
OR I-635
N
S
E

*Fall Festival - Saturday 9-25
Roads closed*

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

Trick or Treat Event

Dates: October 30, 2010

Times: 2-5:00 p.m.

Venue: Under the clock tower.

Event Description: Area participating merchants hand out candy. Live music during the event.

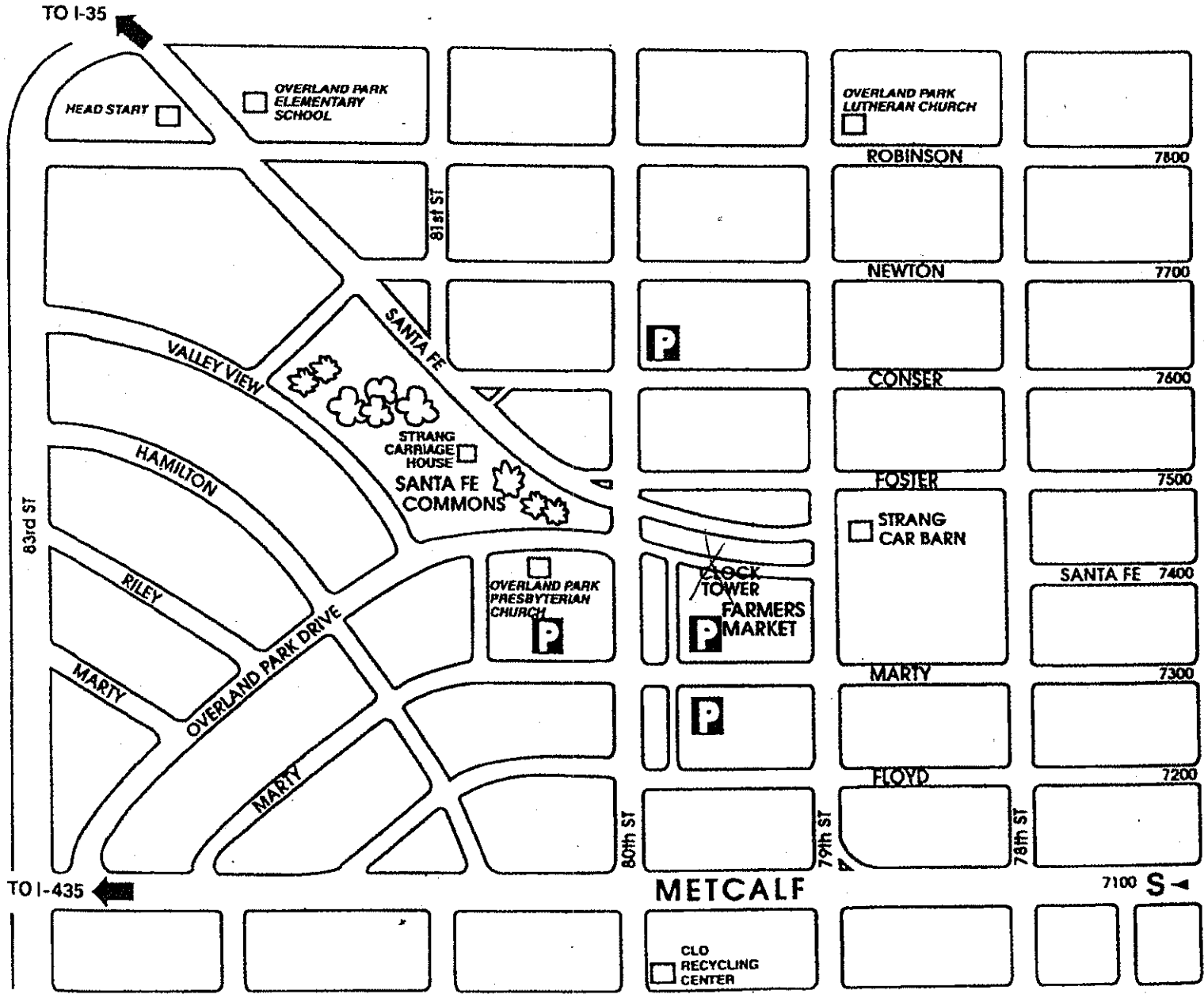
Anticipated Attendance: 1,200 – 1,500

Services Needed: None

Display Advertising: One a-frame announcing the event and sponsors.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)

Received Time Jan. 14, 2010 3:02PM No. 2146



We're easy to get to:

From I-35:
take 87th Street
exit east that
turns into
Santa Fe Drive

From I-435:
take Metcalf north
to 80th Street

From Antioch:
turn east on
79th Street

From I-635:
Take Metcalf south
to 79th Street

P Indicates
public parking

W
▲
TO I-35
OR I-635
S
N
E

X Trick or Treat

Discover
Downtown
HISTORIC DOWNTOWN OVERLAND PARK

Mayor's Holiday Tree Lighting

Dates: November 12, 2010

Times: 5:30 – 8:00 p.m.

Venue: Under the clock tower.

Event Description: Community event when the mayor turns on the holiday tree lights. Choirs, bands, dance troupe, hayrack ride, a great family-friendly event. Always a media event.

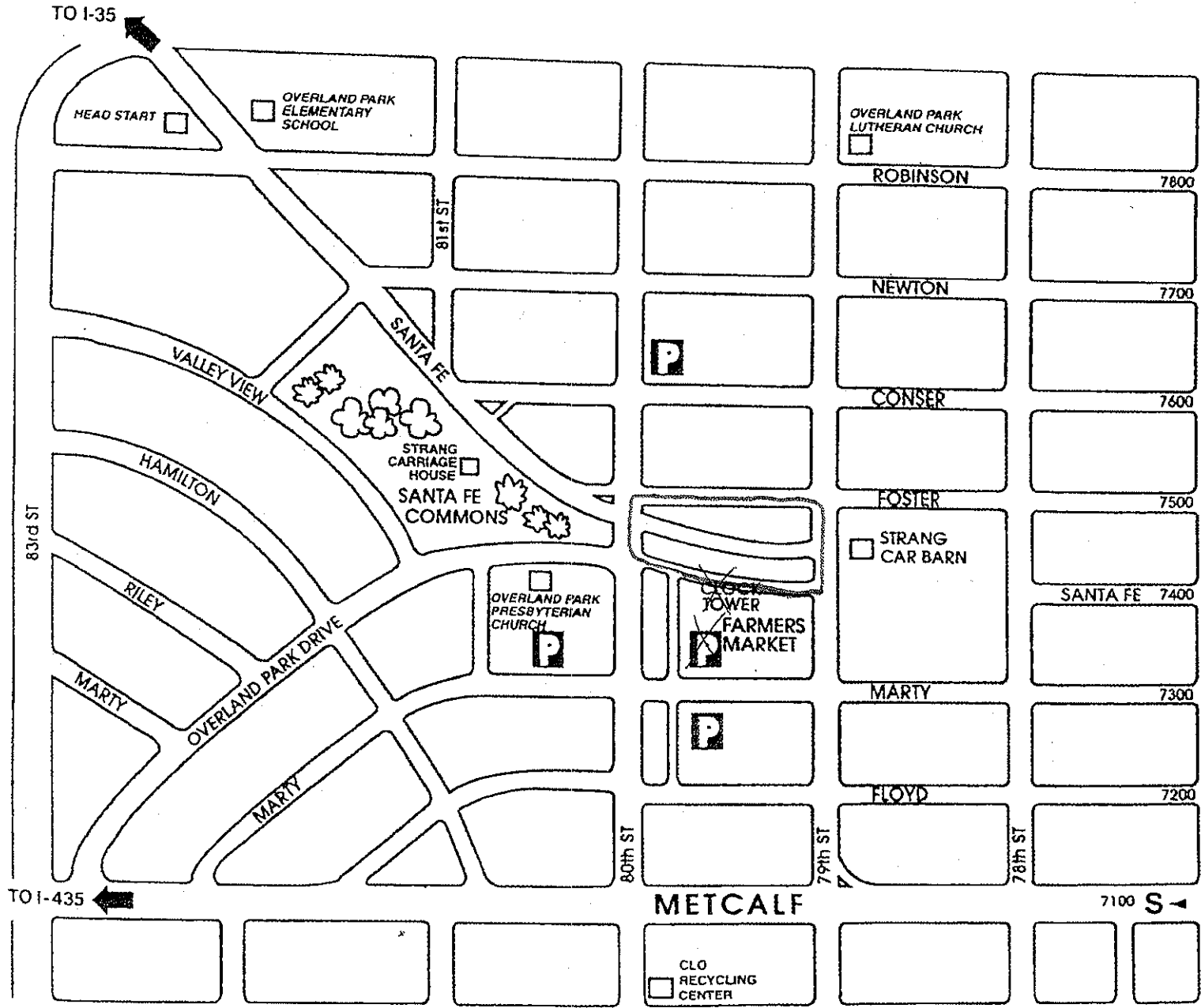
Anticipated Attendance: 3-5,000

Services Needed: None

Display Advertising: One a-frame announcing the event and sponsors.

Event Manager: Kate Maricle, 913-642-2222, 913-231-6853 (cell)

Received Time Jan. 14, 2010 3:02PM No. 2146



We're easy to get to:

From I-35: take 87th Street exit east that turns into Santa Fe Drive

From I-435: take Metcalf north to 80th Street

From Antioch: turn east on 79th Street

From I-635: Take Metcalf south to 79th Street

P Indicates public parking

W
A TO I-35
N OR I-635
S
E

*X. Mayor's Holiday Tree Lighting
Parking
Hagrack Ride*