



City of Oroville

Planning Division - Community Development Department

1735 Montgomery Street
Oroville, CA 95965-4897
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www.cityoforoville.org

Donald Rust
DIRECTOR

TRAKIT#: _____

SPECIAL EVENT / STREET CLOSURE

(Please print clearly and fill in/provide all that apply)

REQUIRED FOR A COMPLETE APPLICATION

- | | |
|---|--|
| <input type="checkbox"/> Completed and signed Application Forms | <input type="checkbox"/> Map of Event/Street Closure |
| <input type="checkbox"/> Application Fee Paid (\$102.41) + 6% Tech Fee = \$108.55 | <input type="checkbox"/> Certificate of Insurance |

**** At the Fire and Police Chief's discretion, additional public safety fees may be required depending on the nature of the event.**

Organization: _____ Number of Anticipated Participants: _____
 Name of Event Coordinator: _____ Phone Number: _____
 Event Name: _____
 Event Date(s): _____
 Start Time(s): _____ End Time(s): _____
 Date of Set-Up: _____ Date of Dismantling: _____

REQUIRED INFORMATION

- 1. List of event coordinators/staff, including names and phone numbers.
- 2. Map of event location with routes, streets, boundaries, and structures clearly identified.
- 3. Location of water, bathrooms, trash containers and first aid stations to be provided.
- 4. Description of sound amplification, if any.
- 5. Estimate number and types of vehicles, animals, and structures to be used in the event.
- 6. Type and number of vendors selling food or beverages.
- 7. List of any City Services Required.

Will alcohol be served at the event?
 Yes No

* The appropriate license will be required by the California Department of Alcohol Beverage Control to sale any type of alcohol. Please check with the nearest office in Redding, CA.

Per Section 17.20.090(G) of the Oroville Municipal Code, a maximum of two (2) signs, each with a maximum area of 20 sq. ft. may be displayed on the site of an allowed temporary use. The sign shall be removed immediately upon cessation of the temporary use.

STREET CLOSURES ONLY

Downtown Business Association (DBA) signatures are **required** for street closures in the Oroville Downtown District.

Is Street Closure Required: Yes No

Is the Event in the Oroville Downtown District: Yes No

If the event is in Downtown Oroville, applicant must have signatures from the DBA president & event chair coordinator.

DBA PRESIDENT SIGNATURE

DATE

DBA EVENT CHAIR COORDINATOR SIGNATURE

DATE

PARADES ONLY

Assembly Point: _____ Assembly Time: _____

Dismantling Point: _____ Dismantling Time: _____

Floats (number, types, and size): _____

Additional Information: _____

PROJECT DESCRIPTION

Detailed Description:

The Community Development Department operates on a full cost recovery for processing of permits. Staff will charge their time and any expenses associated with processing the application against the initial deposit. Fees that have been captured for the reimbursement of City expenses are non-refundable.

Technology cost recovery fees are non-refundable

APPLICANT'S SIGNATURE

I hereby certify that the information provided in this application is, to my knowledge, true and correct.

Applicant's Signature: _____ Date: _____

OFFICE USE ONLY

APPROVED BY: _____ DATE: _____

Credit Card #: _____ Debit Card #: _____ Money Order Cash Check # _____