

Request Type: Parade / Special Event Permit Request Request Location:

Request ID Number: 5555  
 Date Submitted: 12/16/2015  
 Date Closed: (open)  
 Date Printed: 12/21/2015 3:01:15 PM

Priority: Normal Submitter Information:  
 Assigned To: Meadows, Christine

Phone: (none specified)  
 Email:  
 christine.meadows@leaguecity.com

Date/Person	Comments
12/21/2015 3:01:07 PM Christine Meadows	Event name: Clear Creek 5K Run, Walk and Fitness Challenge 500-600 Participants

12/16/2015 3:00:24 PM Christine Meadows	Request priority change from 1-Critical to 3-Normal.
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12/16/2015 3:00:04 PM (anonymous)	Your Request ID Number is 5555.
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**PARADE / SPECIAL EVENT PERMIT REQUEST**

**Date of Application** 11/24/2015

**Date for which the permit is requested** 02/06/2016

**Time the Permit is required**

**Requester's Full Name** Greg Poore

**Requester's Address**

**Contact Number** 2815543418

**Email Address** gpoore@clearcreek.org

**Type of Event** Fun Run

**Please list all Public Streets and Highways to be used** 7th Street; Landrum

**Organization seeking Permit** Clear Creek Community Church

**Contact Number** 28145543418

**Organization Address** 999 Egret Bay Blvd N League City

**Name of Event** 5K Fun Run

**Event Date (No Rain Date)** 02/03/2016

**Day of the Week** Saturday

**Staging Time**

**Starting Time** 8:00am

**Anticipated Length** 2 hours

**Ending Time** 10:00am

**Number of Participants**

**Number of Pedestrians**

**Number of Vehicles**

**Specialty Participants**

**A Detailed Map Showing: (MUST be attached to Application)**

**- Desired Route of Area**

**- Drop-Off Points**

**- Street Barricade Proposal**

**- Staging Plan**

**- Traffic Control Plan**

**Upload Detailed Map and Supporting Documentation.** No file was uploaded

**Refer to the attached Texas Department of Transportation's Requirements for Special Events. All requests requiring TXDOT approval must be submitted in writing to the League City Police Department no later than thirty (30) days prior to the event.**

**The planning of the parade shall include the participation of the Police Department, other Public Safety Departments, and City Departments as may be needed to insure comprehensives and thoroughness.**

**If your request for a permit is granted, you must be in compliance with Sec. 110-5, of the City Code of Ordinances (attached) and the following conditions:**

**1.**

**If your route includes a state highway/road, we must contact the Texas Department of Transportation to provide evidence that the conditions set forth by the Department of Transportation are furnished prior to the issuance of a City permit.**

**2.**

**Specialty entrants using generators, heaters, fire or pyrotechnic displays must be inspected by the Fire Marshal's Office of the City of League City. Entrants requiring these inspections must be approved by the Fire Marshal's office at least 24 hours prior to the event. The Fire Marshal's phone number is (281) 334-7870.**

**3.**

**A formal notice of the parade/procession must be published in a local newspaper informing the public of any traffic delays and offering detour routes.**

**4.**

**The permittee must at all times follow the exact route as shown on the permit.**

**5.**

**The organizer should consider the need for drop off and pick up points for participants and floats, and notify participants of these areas and request strict adherence to facilitate smooth and orderly traffic flow.**

**6.**