

TOWN OF CHARLOTTE
APPLICATION FOR USE OF TOWN FACILITIES

Approved for Use: September 22, 2014

Name of Organization/Event: Charlotte Central School PTO / Champ Run
Date(s) of Event: Sunday June 7, 2015
Organization's Address: 408 Hinesburg Rd. → Fun Run
Non-Profit For Profit _____ SK
If non-profit, briefly explain the benefit fund: CCS PTO 10K

Contact information for Organization/Representative:

Name of Event Manager/Title: Julie Wade, PTO Co-President
Email address: Julie.s.wade@sbcglobal.net
Telephone number: (802) 425-6492
Mobile telephone number: (214) 418-4048

Location

Town highways _____
Town Beach _____ Senior Center _____ Town Hall _____ Other See attached route map
Brief description of requested use of facility: request road closure: 8:15am - 10:15am
Hinesburg Rd. between Church Hill Rd. and Mt. Philo Rd.
Event Start Time: 8:30am Event End Time: 11:00am

Anticipated Attendance

Participants 300 Staff/Volunteers 10 Vendors/Caterer _____ Total _____

Will food be served? ___ (yes) (no) * fruit, milk, energy bars at race finish
Will alcohol be served: ___ (yes) (no).

If yes, include copy of the caterer's license and certificate of insurance.

Safety Arrangements: (attach additional sheet if needed)

(Parking, course monitors, water and aid stations, traffic control) - parking attendants
- course marshals
- 1 water station at 10K turnaround
- traffic control → VT state police and/Charlotte constable
Has the Charlotte Fire & Rescue been notified? Yes No _____

Are State of Vermont permits required? Yes _____ No

Is a port-o-let proposed? Yes No _____

Has this event been held in Charlotte before? Yes No _____

If yes, please list years: 2013 & 2014

Is this event open to Charlotte residents? Yes No _____

Please attach an event map, if applicable. attached

Please attach or e-mail a certificate of insurance for the event which names the Town of Charlotte as an "additional insured" for general liability coverage.

attached

Waste Management

The Town of Charlotte is dedicated to making all events in public spaces as waste free as possible by reducing packaging and single use items, and by collecting waste in three streams: *compostables, recycling and trash*. All events held in public spaces will adhere to these expectations, and comply with VT ACT 148 Universal Recycling Law and CSWD's Solid Waste Management Ordinance.

Please see Recommendations for Waste Reduction in the attached addendum. (Live link)

Event sponsors are responsible for communicating these recommendations to all vendors/caterers.

Technical help is available from Charlotte CSWD representative, Abby Foulk: afoulk@gmavt.net

Event Person in Charge of Waste Management (if not event manager):

Email address: _____

Telephone number: _____

Mobile telephone number: _____

Plan for Compostables

Use of food scrap buckets is required for events at which food is served. Buckets are available from the Town, CSWD, and haulers. To obtain from Town, please contact Abby Foulk: afoulk@gmavt.net

Number of buckets needed 0

Compostable materials: food scraps only; food scraps and other organics

Compost management plan: will use onsite compost bin; will take to CCS Compost Shed; will drop off at CSWD facility: will hire compost or three-stream hauler *(will use CCS's hauler)*

Plan for recyclables and trash (check one) *NIA - this is a CCS event + we will use the school's hauler*

Will use Town's existing recycling and trash infrastructure. Fee may apply. *use the school's hauler*

Will contract for three-stream pick-up by hauler *hauler*

Will drop off at CSWD facility

Waste Stations

Side-by-side composting/ recycling/trash stations are required, labeled with Vermont's Universal



Symbols. See: <http://cswd.net/about-cswd/universal-recycling-law-act-148/>

Number of waste stations needed for event 1

Plan for assisting participants with sorting streams Station manned by Green Team

Plan for decontaminating streams monitors

In consideration of this request to use town highways and/or town-owned property and facilities CCS PTO (organization/group/business) and I agree, and for myself/ourselves and my/our heirs, executors and administrators agree to indemnify, defend and hold forever harmless the Town of Charlotte and its officers, agents and employees from and against any claims, demands, liabilities, actions, judgments, settlements, damages, costs and expenses (including attorney's fees and disbursements) for injury to or death of any person or damage to property arising out of or resulting from the activity described in this request.

Signature of authorized representative *gnicowade*