

A copy of this application will be submitted to Police, Public Works, Code Enforcement, Fire, Community Services, and the City Manager for approval. Event Permit Applications must be submitted at least 30 days in advance of event date for any event involving street closures or over 200 attendees. Fees for use of City facilities, streets, and parks are collected upon event approval prior to event permit issuance.

[View a complete list of fees for use of City facilities, streets, and parks.](#)

Required Event Information

Name of Event	Winooski Wednesdays
Event Website	www.downtownwinooski.org
Event Date(s)	June 8, June 22, July 13, July 27, August 10, August 24, August 31
Event Hours of Operation	5:00 PM - 8:30 PM
Sponsoring Organization	Downtown Winooski
Sponsoring Organization Address	27 W Allen St
Point of Contact Name	Meredith Bay-Tyack
Point of Contact Phone	312-925-1930
Point of Contact Email	meredith@downtownwinooski.org
Has the event been held in Winooski before?	Yes
If yes, when?	Annually since 2017
Will there be street closures?	No

Estimated Total Attendance	500+/week
Please give a brief description of your event and its location	Winooski Wednesdays is a rain or shine event that is free and all ages. It features a local opening performer and a headlining band on the hardscape in front of the rock wall, as well as ~10 vendors and booths. Fluid Bar Service/Monkey House also hosts a 21+ bar.
Insurance Requirements	No certificate attached - event sponsor will review requirements with City staff.
Attach certificate of insurance here.	<i>Field not completed.</i>
If you plan to sell/consume alcohol at your event, applicants requesting a special event permit or catering permit must submit the application no less than ten (10) days prior to the event and receive approval from the City Clerk.	Festival Liquor Permit
Will there be alcohol sales/use?	Yes
Vermont Department of Liquor Control Application for Festival Permit	<i>Field not completed.</i>
Will there be food/beverage vendors?	Yes
Requirement	Agree to Requirement
Will there be tents and/or canopies?	Yes
Tents over 1,200 square feet require a permit from the Vermont Department of Public Safety Division of Fire Safety. Permits must be filed with the State at least	N/A - no tents of that size will be used

thirty (30) days in advance of the event. The City may issue additional safety requirements or conditions pursuant to review of the site plan.

If the event is held in a City park, please verify that the park facility is available through our parks and facilities portal before applying for an event permit. Fees for each park or facility are due upon approval of the event prior to issuance of an event permit.

[Click here to view our facilities and availability.](#)

Will the event use a City park?

Yes

If yes, which park?

Rotary Park

Will your event occur at Rotary Park with 200 or more attendees?

Yes

Describe your plan for providing crossing guards for an event at Rotary Park with 200 people or more.

Downtown Winooski board/committee members, staff and volunteers will be at Rotary Park the entirety of the event to provide support to vendors/performers and attendees. We will have crossing guards throughout the event to help attendees cross at the top and bottom crosswalks.

Will your event require power supply usage?

Yes

Will there be a stage at your event?

No

Stage vendor name

Field not completed.

Will your event include amplified sound?

Yes

Agree to requirements:	Amplified sound will end by 10 PM, Amplified sound will not exceed 100 decibels as recorded from the curb line
How will you dispose of garbage generated at your event?	Other
If other, please describe.	Vendors will be required to manage their own trash, recycling and compost.
Please describe your recycling plan.	We don't anticipate a lot of recycling generated from this event.
Please describe your compost plan.	We don't anticipate a lot of compost generated from this event.
Please describe your plan for event restroom access.	We will not be providing restrooms.
Event Security	We will have volunteers and event staff at entrances and exits to the park but we are not currently planning to hire outside security
<p>Ambulance/Medic/First Aid Plan</p> <p><i>Upon request of the City, event sponsor may be required to have a medic on site or a contracted ambulance provider. Applicant will be informed by City staff if a medic or ambulance provider is required after review of application.</i></p>	
Emergency Vehicle Access	I understand that emergency vehicle access must be maintained at all events, and I will work with the City to meet requirements.
Where will event participants park?	We will encourage walking and biking to the park. Attendees can also park in street spots and in the Spinner Garage.
Will a shuttle from distant parking locations be necessary?	No
Site or Route Plan	All entrances and exits , Stage , Food/beverage vendors , Other vendors , If alcohol is served, its gated location , Tent locations and sizes
Attach Site Map or Route Plan	winooski wednesdays map 2022.pdf