

City of Columbia Special Use Permit and Application

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Application Instructions

Completing a Special Use Permit Application is a 5 step process and can be completed in multiple sessions. Complete and submit the form and application fee to the City Manager's office ninety (90) days prior to the first day of the event with the exception of parades and block parties (10 days). Incomplete or illegible applications will not be accepted.

*** Indicates a required field.**

Wedding With Band - 10/02/2022 - Permit No: 256

Application Status:

Date/Time Received

In Review

Payment Received

Details:

Date: 08/08/2022 05:45:19 PM

Payment Type: CC

Invoice No: 5762

Permit No: 2561

Approval Code: 05596G

Payment Status: APPROVAL

[Log on to Virtual Merchant](#)

ATTACHMENTS

Attachments:

[Google Map](#)

APPLICANT INFORMATION

Are you the applicant organizing this event on behalf of another organization?

☐ Yes ☒ No

APPLICANT CONTACT:	Name:	Phone:	Cell:
	Bryan Maness	5734476547	5739999086
	E-mail Address: bryan@ozarkbiscuits.com		
MAILING ADDRESS:	Street Address: 1204 Hinkson Ave		
	City:	State:	Zip:
	Columbia	MO	65201
SECONDARY CONTACT:	Name:	Phone:	Cell:
	E-mail Address:		
ON SITE	Name:	Phone:	

CONTACT (if different than applicant):	Bryan Maheiss	5739999086
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EVENT INFORMATION

EVENT NAME:

EVENT CATEGORY:	☐ Procession/March ☒ Concert/Performance ☐ Farmers/Outdoor Market ☐ Festival/Fair/Carnival ☐ Competitive Athletic Event	☐ Non-Competitive Athletic Event ☐ Neighborhood Block Party ☐ Parade ☐ Other
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Public or Residential Streets & Sidewalks:

Will your event be utilizing and requesting the closure of any streets?
Note: Choose "No" for rolling closures such as parades.

☐ Yes ☒ No

Downtown Event:

Will this event be held "downtown"?

☐ Yes ☒ No

Admission/Entry Procedure:

How will your event be attended?

☐ Registration Fee
☐ Entry Fee
☐ Tickets for Purchase
☒ By Invitation Only
☐ Neighborhood Gathering
☐ Open to Public
☐ Other

****Note:** A permittee shall post a sign at each entrance and exit to the closure area visible to all patrons entering the area that includes the amount of the entry fee, if any, and the rules of access to the closure area. A permittee must post the sign required under this section during the time the entry fee is in effect**

Columbia Parks and Trails:

Does your event include the use of Columbia Parks or Trails?

☐ Yes ☒ No

Alcohol:

Does your event include the sale of alcohol? *

☐ Yes ☒ No

Does your event include the distribution of alcohol *

☐ Yes ☒ No

Are you requesting a waiver of the open container ordinance? *

☐ Yes ☒ No

EVENT DETAILS					
EVENT DATES: (Indicate dates OPEN to attendees)		HOURS: (Indicate hours OPEN to attendees)		EXPECTED ATTENDANCE:	
				Peak Attendance: 125	Overall Attendance Throughout Event 125
Day 1	Date: 10/02/2022	Start Time: 7:00pm	End Time: 9:30pm	Attendees: 125	Staff/Volunteers: 6
Day 2	Date:	Start Time:	End Time:	Attendees:	Staff/Volunteers:
Day 3	Date:	Start Time:	End Time:	Attendees:	Staff/Volunteers:
ALTERNATIVE (Date and Time):		Date:	Times:		
EVENT SETUP BEGINS (Date and Time):		Date: 10/02/2022	Times: 5pm		
EVENT DISMANTLE (Date and Time):		Date: 10/02/2022	Times: 10pm		
EVENT DESCRIPTION:		We are hosting a wedding reception at the Ozark Mountain Biscuit & Bar and we hope to have a live band playing on our patio adjacent to Hinkson Ave. The purpose of this application is to request a Noise Ordinance Waiver for the duration of the bands performance from 7pm to 9:30pm.			
EVENT LOCATION: Describe in detail, include addresses and ATTACH REQUIRED MAP		1204 Hinkson Ave			

Has this event been produced before?

☐ Yes ☒ No

Is this an annual event?

☐ Yes ☒ No

Barricades:

Describe any temporary barricades and/or fencing that will be utilized for this event:

Our patio is fenced with a permanent fencing structure.

****Note:** In accordance with MUTCD standards, barricades for street closures must be obtained from the [City of Columbia Street Department](#) (573-874-6289)**

VENDORS

Food Service: *

Will food be served at this event?

- ☐ Food will be served by event organizers
☒ Food will be served by a vendor licensed by the City of Columbia
☐ No, food will not be served.

List Vendor(s):

Ozark Mountain Biscuit & Bar

Does your Event include the sale of food?

☐ Yes ☒ No

SOLID WASTE

In your event's plan for trash removal/recycling (i.e. dumpsters/trash bins);

Are you requesting the use of City services (i.e. Trash/recycling receptacles; removal)?

- ☐ Yes
☒ No Trash will be removed by applicant.

Will your event use portable toilets? (Refer to ADA guidelines on the City of Columbia's special events [website](#).)

☐ Yes ☒ No

TRANSPORTATION/TRAFFIC PLAN

Parking:

Describe the plan for parking:

We will utilize our buildings parking lot and Hinkson Ave street parking.

Will the use of any metered parking spaces be restricted by your event or will you need to reserve any metered spaces for your event?

☐ Yes ☒ No

Transportation:

Does your event plan to utilize shuttles or transportation services?

☐ Yes ☒ No

Traffic Flow - Pedestrian and Vehicular:

Describe your plan for traffic and pedestrian flow and control:

This event will not require a modified vehicle or pedestrian traffic plan outside of our normal operations.

Department Reviews:

No reviews found.