



## Legislation Text

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**File #:** 17-0478, **Version:** 1

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**DATE:** May 30, 2017

**TO:** Board of Mayor and Aldermen

**FROM:** Eric Stuckey, City Administrator  
Special Events Advisory Team

**SUBJECT:**

Consideration of Event Permit for Franklin on the Fourth sponsored by the Franklin Lions Club in Downtown Franklin. (06/13/17 WS)

**Purpose**

The purpose of this memorandum is to outline recommendations for approval of the Franklin on the Fourth Event.

**Background**

The City of Franklin partners with the Franklin Lions Club to produce the Franklin on the Fourth event. The Lions Club is requesting that the event be held on the Square. This event will be July 4<sup>th</sup> (Tuesday). Street closure is requested from 4 a.m. until 11:30 p.m. Organizers expect 3,000 attendees.

**Recommendation**

Staff makes the following recommendations:

- The applicant will participate in a walk-through of the area prior to the event.

***Risk Management:***

- Lions Club and Zia Music will provide updated certificates of insurance naming the City as additional insured.

***Sanitation and Environmental Services:***

- Department will provide cleanup during event.

***Streets Department:***

- Department will set-up closure and provide barricades beginning at 4 a.m. on Tuesday, July 4<sup>th</sup>.
- Department will provide clean-up crew after the event.

***Building & Neighborhood Services Department:***

- Electrical permit will be required
- No stakes should be placed in ground at City Hall (Third Avenue South)

***Police Department***

- The Department will provide on duty Police Officers to provide security during the festival. Traffic control for the fireworks display show at the Park at Harlinsdale Farm will be provided by two of these officers plus one additional officer. The other officers will remain at the Public Square to provide security and traffic control as the festival ends
- Applicant has requested amplification on stage located on the Square. Pursuant to Franklin Municipal Code Section 11-403(3), this is the only location at which amplified sound will be permitted during this event.

***Fire Department:***

- The Fire Department will require any vendor who is cooking to have a minimum 10-pound ABC (all purpose) fire extinguisher. The extinguisher must be fully charged and be tagged by a Tennessee state licensed fire equipment distributor. Any vendor who is frying must also have a K-Class fire extinguisher. Any vendor who is cooking with solid fuel, such as wood or charcoal, must have a minimum 2 ½ gallon pressurized water fire extinguisher.
- The stage must have at least one 10-pound ABC fire extinguisher.
- Any vendor using open flames, such as candles, must also have at least one fire extinguisher.
- We will require a minimum of 10-feet of clearance along the curb on either side of the alley entrance so that emergency vehicles can make the turn. A Fire Department access lane on the west side of Third is also required, along with the 10-foot clearance along the curb at the entrance.
- The alley behind the courthouse on Third Avenue South is a fire lane and needs the 10-feet of clearance along the curb on either side of the alley entrance.
- Twenty-feet of clearance is needed down Third Avenue North and South from Bridge and Church streets to the alleys. Please have the petting zoo and pony rides operators set up the fence so that it only takes up one lane.
- Vendor pop-up tents must be provided with sufficient weight to prevent them from being affected by the wind. 40-pounds per leg (One 5-gallon bucket of water) is recommended.