

Township of Ridley

Special Event Permit

To allow a conditional / "temporary" use to an otherwise regulated and/or restricted event.
Must be submitted at least 45 days prior to the proposed event.

Date: _____

Applicant Name: _____

Applicant Address: _____

Telephone Number: _____

Email: _____

Property Location: _____

Date(s) of Event: _____

Hours of Operation: _____

The following documentation **must** be attached:

- Schedule of proposed event(s).
 - Letter from property owner (if the owner is not the applicant), authorizing such activity.
 - Scaled Site Plan locating designated activity in reference to existing structures, parking area, aisles and thoroughfares, etc.
 - Attach an outline of security, traffic, crowd control, sanitation measures and any other necessary preparations as the event might require (subject to review by the Fire Marshal and Township Manager).
 - Certificate of Insurance will be required.
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For Department Use Only

Date Permit Approved: _____

Property Location Folio #: _____

Zoning District: _____

Distribution for Approval:

Fire Marshal: _____

Date: _____

Captain of Police: _____

Date: _____

Township Engineer: _____

Date: _____

Zoning Officer/Director of
Code Enforcement: _____

Date: _____

Township Manager: _____

Date: _____