



## SPECIAL EVENT PERMIT #19-0122

November 15, 2019

Jeannine Sigafoos  
c/o Tacoma Glassblowing Studio  
114 South 23<sup>rd</sup> Street  
Tacoma, WA 98402

Dear Ms. Sigafoos:

Subject: Special Event No. 19-0122 Tacoma Glassblowing Studio Glass Sale

Permission is hereby granted to you for the tent sale event to be held Saturday, December 7 and Sunday, December 8, 2019 using parking stalls in front of your establishment at 114 South 23<sup>rd</sup> Street from 9 AM – 4 PM each day. You are permitted to utilize said parking spaces beginning on Thursday, December 6 to construct the tent. No roads will be closed for this event.

Permit Number #19-0122 is issued contingent upon the following conditions:

1. Permit holder shall arrange a meeting immediately with Police Special Events Sgt. Gary Roberts if there are changes from the approved permit; Sgt. Roberts may be reached at (253) 405-9056. The Police Department recommends approval of this permit with the following stipulations.
  - a. Permit holder will notify all participants to obey all City of Tacoma; Pierce County Washington State and Federal rules, regulations, and laws.
  - b. Sponsor will maintain public and participant safety at all times and adhere to traffic lights and crosswalk rules.
2. The Traffic Engineering Division has reviewed the Special Event Permit Application and has no objections.
  - a. You are responsible for notifying all appropriate public entities regarding your road closure.
  - b. Remember to maintain at the least, a 6-foot, unobstructed pedestrian right-of-way and handicapped access through the event area at all times.
  - c. For questions relating to this section Ricky Clousing, Public Works Traffic Engineering, can be reached at (253) 591-5365.
3. The Fire Department has reviewed the application and has no objections. Additional conditions are:
  - a. If applicable you have applied for and received permits associated with the Tacoma Fire Department's requirements for Special Events.
  - b. Emergency vehicle access will be allowed for the entire extent of the event venue. The following things must remain visible, and the path to them must remain unobstructed.
  - c. Fire hydrants, Sprinkler connections, Standpipe connections, Fire alarm boxes, Building entrances, Exit doors, Aisles, Exit lights, Stairways, Hose cabinets, Fire extinguishers, and any other Emergency equipment.
  - d. Questions about fire regulations and permits can be directed to Lt. Ken Hansen at (253) 591-5762.
4. In regard to noise levels, the event shall comply the following provisions:
  - a. Limit the decibel level of sound at the event border line to a maximum of 85 dBA at receiving residential properties. This restriction is consistent with Washington Administrative Code (WAC) 173-60-050 for public special events.
  - b. If you have any questions, you may contact Craig Kuntz, Planning and Development Services, at (253) 594-7820.
5. Surrounding businesses and residents have been notified of the event activity, its impact to parking, pedestrian traffic, etc., and have made no objections to the event activity.

6. That you have this permit letter readily available during the event, and shall present this permit upon demand of any City official.

Failure to comply with any of these requirements constitutes a violation of the permit as granted and the event may be terminated by the permitting authority or her designee. Noncompliance may also jeopardize the approval of future events.

This permit is granted subject to all other applicable laws and ordinances. This permit does not constitute a waiver by the City of any laws or ordinances that may apply to the permitted event or any activities associated with the permitted event. If I can be of further assistance to you, please contact me at (253) 573-2523.

Sincerely,



Kala Dralle

City of Tacoma, Special Events Office, Permitting Authority

**Tacoma Glassblowing Studio  
Holiday Glass Sale Tent**

From 9 am until 4 pm on December 7, 2019

Tent placed from December 6 - 8

10/28/19

RGj

Approximate placement  
of 20' x 70' tent

Place no-parking signs  
along curb at least  
24hrs (business hours)  
prior to the event

