

**Memorandum
Office of the City Clerk**

To: Randall Tweet, City Manager
Subject: Circa '21 Street Closing & Sound Amp.
Date: June 21, 2021



Attached is an application from Circa '21 Dinner Playhouse requesting to close off half of the block between 18th and 19th Streets at 3rd Avenue on Tuesday, August 10, 2021 from 3:00 p.m. to 9:00 p.m. for an outdoor show.

Food will not be sold. Sound Amplification will be used, and the expected distance that sound will be thrown is 100 yards. The alley behind Channel 4 News will remain open and the fence they set up will extend to the intersection of 19th and 3rd Avenue in front of the theater.

Brett Hitchcock of Circa '21 has provided two lists of signatures from local businesses and residents that approve both the street closing and sound amplification.

The rain date for this event is Tuesday, August 17, 2021.

RECOMMENDATION:

It is recommended that Council approve the applications for street closing and sound amplification.

Submitted by: Josh Adams, Interim City Clerk

Approved by: Randall Tweet, City Manager



Joshua Adams <adams.joshua@rigov.org>

Revised date for event

Brett Hitchcock <bhitchcock@circa21.com>
To: "adams.joshua@rigov.org" <adams.joshua@rigov.org>

Mon, Jun 21, 2021 at 4:29 PM

Josh,

It came to our attention that our requested date for the street closure (Thursday, August 12) would be competing against the park department and their free concert in Schwiebert park that evening. We're concerned about the sound from both events causing problems for the other. We would like to request our date be changed to Tuesday, August 10 with a rain date on the 17th. We don't believe on Tuesday's we would be competing against any other city function?

Just to confirm, we're only asking that the street be closed from the end of our costume shop straight across to the sidewalk in front of the law office and extend down to the intersection of 19th Street and 3rd Ave. The alley behind WHBF would still be open to traffic. The Pancake House closes at 3 so we would not be affecting them at all.

Thanks so much for your help with this!

Brett Hitchcock

Circa '21 Dinner Playhouse



Joshua Adams <adams.joshua@rigov.org>

Circa '21 Applications

Brett Hitchcock <bhitchcock@circa21.com>
To: "adams.joshua@rigov.org" <adams.joshua@rigov.org>

Wed, Jun 16, 2021 at 2:08 PM


Josh,

Here's our completed applications. We're planning the event for Thursday, August 12 with a rain date of August 19. Specifically we are looking at blocking only our half of the block between 18 and 19 street. The alley behind channel 4 will still be open and the fence will extend the intersection of 19th and 3rd (in front of the theater.)

If there's anything else you need please let me know.

Regards,

Brett Hitchcock
Circa'21 Dinner Playhouse

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ROCK ISLAND
ILLINOIS

CITY OF ROCK ISLAND

PERMIT APPLICATION

STREET CLOSING REQUEST

APPLICANT INFORMATION

CONTACT NAME <u>Brett Hitchcock</u>	ADDRESS <u>1828 3rd Ave</u>	CITY <u>RI</u>	STATE <u>IL</u>	ZIP CODE <u>61201</u>
TELEPHONE NO. <u>309-786-2667 x 307</u>				

ALTERNATE NAME <u>Diane Laake</u>	ADDRESS <u>1828 3rd Ave</u>	CITY <u>RI</u>	STATE <u>IL</u>	ZIP CODE <u>61201</u>
TELEPHONE NO.				

Street area to be blocked off: (attach map if possible) 3rd Ave St/Ave
 between 18 St St/Ave and 19 St St/Ave

Day(s) <u>Thursday</u>	Date(s) <u>August 12</u>	Start Time <u>3pm</u>	End Time <u>9pm</u>
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TYPE OF EVENT – PURPOSE (Block party, etc.) Music on the Marquee

Will AMPLIFIED sound be used? YES X NO _____

If YES – a Sound Amplification Permit is required. Applications are available from the City Clerk. Fee for Sound Amplification Permit is \$25.00 per day. Sound Amplification after 6:00 pm and on Sundays requires approval by the City Council.

Will FOOD be sold? YES X NO _____

If YES – the City Health Inspector will be notified by the City Clerk and will contact you.

If event is open to the public, a Certificate of Insurance naming the City of Rock Island as additional insured is required.

SIGNATURES of persons affected by the street closing MUST be submitted on attached petition indicating their approval or disapproval of the street closing. (If using Sound Amplification, neighbors' approval must also be obtained and can be provided on same form.)

This request requires City Council approval and must be received by the City Clerk at least two weeks before the City Council Meeting prior to your event. The City Council meets each Monday of the month excluding the last Monday of each month and holidays. In July and August, the City Council meets on the second and fourth Mondays of the month.

If approved, barricades will be delivered the Friday prior to your weekend event. If event is during the week, barricades will be delivered one working day prior to the event date. You will be responsible for setting up and taking down the barricades, and returning them to the corners where they were delivered so they may be picked up on the Monday following the weekend event/day following week day event.



Signature of Applicant

6-15-21

Date of Application

DO NOT WRITE BELOW THIS LINE...TO BE COMPLETED BY THE CITY CLERK'S OFFICE

APPROVALS

Public Works	Police	City Council	Insurance
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City Clerk Approval Date

License Number

License Printed Date

License Delivery Date

Return completed application and additional documents to:
City Clerk's Office, 1528 3rd Avenue, Rock Island, IL. 61201
(309) 732-2010



ROCK ISLAND
ILLINOIS

CITY OF ROCK ISLAND

LICENSE APPLICATION

SOUND AMPLIFICATION

FEE: \$25/ Per Day

APPLICANT INFORMATION

BUSINESS/ORGANIZATION NAME <i>Circa 21</i>	ADDRESS <i>1828 3rd Ave</i>	CITY <i>RI</i>	STATE <i>IL</i>	ZIP CODE <i>61201</i>
TELEPHONE NO. <i>309-786-2667 x 307</i>				

APPLICANT'S NAME <i>Brett Hitchcock</i>	ADDRESS <i>1828 3rd Ave</i>	CITY <i>RI</i>	STATE <i>IL</i>	ZIP CODE <i>61201</i>
TELEPHONE NO.				

DATE (S) OF ACTIVITY <i>8-12-21</i>	TIME OF ACTIVITY (TO - FROM) <i>3pm to 9pm</i>
TYPE OF EVENT <i>OUTDOOR SHOW</i>	WHERE EVENT WILL BE HELD

Estimate distance sound will be thrown: *300 FT*

Is the proposed location within 300 feet of the property line of any church, hospital, school or courthouse?

Yes _____ No *X*

SIGNATURES of persons in the range of the Sound Amplification MUST be submitted on attached petition indicating their approval or disapproval of the use of Sound Amplification.

Sound Amplification after 6:00 pm and/or on Sundays requires approval of City Council and must be received by the City Clerk at least two weeks before the City Council Meeting prior to your event. The City Council meets the second and fourth Mondays of the month except when the fourth Monday is a legal holiday; then the City Council will meet on the third Monday of the month.



Signature of Applicant

6-15-21

Date of Application

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City Council Approval Date

City Clerk Approval Date

License Fee

License Fee Receipt Number

License Number

License Printed Date

License Delivery Date

**Return Completed Application to:
City Clerk's Office, 1528 3rd Avenue, Rock Island, IL. 61201
(309) 732-2010**

