

Subject: Special Event Permit Application – Tulip Pick Farm

Recommendation:

BE IT RESOLVED THAT Council receive Report #2022-0085 – Special Event Permit Application, for information;

AND THAT Council authorize and direct the Town Clerk to issue a Special Event Permit for the Tulip Pick Farm event running from April 30 to May 15, 2022, subject to the approval of the Town Clerk, Director of Public Works, Director of Community Planning and Development, Fire Chief, the Niagara Region (if applicable) and any other applicable agency, upon receipt of satisfactory drawings, plans, permits, or other such documents as requested;

AND THAT the Special Event Permit include any such conditions of approval as requested by the said approval departments and or agencies.

Background:

The Town of Pelham has received an application from the Tulip Pick Farm located on Balfour Street in Fenwick to host a special event during the month of May.

Analysis:

Town staff met internally and with the applicant to understand the event and to provide the applicant with the said requirements to ensure all municipal and regional requirements are met.

The Town Clerk will not issue a Special Occasions Permit without having received approvals from all necessary agencies required to be circulated.

Financial Considerations:

The Town requires the applicant to provide a certificate of liability insurance to the Town of Pelham in the amount of \$5 million per occurrence.

The event is held on private property and therefore there are no financial considerations.

Alternatives Reviewed:

Council can direct the Clerk to not issue the Special Occasions Permit. Having said this, each permit or approval referenced within the application can be obtained independently.

Strategic Plan Relationship: Risk Management

The Town of Pelham requires various permits and licenses to be acquired prior to certain events to ensure the safety of the public. By reviewing such applications and notifying relevant agencies the Town is able to ensure, as best as possible, public safety.

Consultation:

Planning Department

Other Pertinent Reports/Attachments:

Special Event Permit Application – Tulip Event

Prepared and Recommended by:

Holly Willford, B.A.
Town Clerk

Prepared and Submitted by:

David Cribbs, BA, MA, JD, MPA
Chief Administrative Officer