

Lilley Township

Special Event

Application ...

Special Event Applications must be returned to the Planning Commission prior to their next meeting and at least 90 days prior to intended event. Ordinance: Section 3.17 and 3.32 Special Events are events lasting 10 days or less.

Date _____

Name of Event: _____
Primary Contact: _____
Address: _____
Secondary contact: _____
Address _____
Event Type: _____
Proceeds for this event go to _____

Event date _____
Phone _____
Email _____
Phone _____
Email _____
For Profit _____ Non Profit _____

All Alcohol sales are PROHIBITED at any event in Lilley Township.

Activities:

Contact Person

Phone

Will there be entertainment Y N

If yes, please explain _____

Is this a kid friendly event Y N

Will there be retail vendors Y N

Will there be food vendors Y N

Permit verification contact _____

If yes, how many _____

If yes, how many _____

Phone _____

Will attendees be using cooking equipment to prepare food (i.e grills etc)

Y N

Will there be a community fire pit Y N

Individual burn rings Y N

(Burn permits, notification to Lilley Township Fire & Rescue)

Permit contact _____

Phone _____

What arrangements are made for parking? **Parking on M37 or any County road or it's right of way is prohibited.**

What security measures do you plan to implement if any? _____

Who is responsible for security? _____ Phone _____

Event Clean Up Contact Name _____ Phone _____ Email _____

ALL items are to be removed from the property within 14 days of the close of the event. (i.e. campers trailers, tents, signage, vehicles. Any item that was not on the property before without proper permits.) Applicant signature grants property/event access permission to Zoning, Planning, Township Officials.

Applicant Signature _____ Date _____

Property Owner Signature _____ Date _____

Property Owner Name(Please Print) _____

*** Attach copies of all applicable Lilley Township, Newaygo County and Health Dept permits to this application.**

*** Attach Site Plan for this event**

*** Attach information regarding Liability Insurance to this application.**

All Special Event Applications are subject to approval by the Lilley Township Board

Copy of Application and all attachments will be filed with Lilley Township Board