

CITY OF MEADVILLE
APPLICATION FOR PERMIT
DISPLAY IN DIAMOND PARK
(TO BE COMPLETED BY APPLICANT)

NAME OF EVENT AND ORGANIZATION:

DESCRIPTION OF ITEM OR MATERIALS TO BE DISPLAYED (i.e. subject matter, size):

PROPOSED LOCATION OF DISPLAY:

DATE(S) OF DISPLAY: _____

DATE(S) AND SET UP TIME: _____ **START TIME:** _____ **END TIME:** _____

NAME OF CONTACT PERSON:

ADDRESS: _____ **TELEPHONE:** _____

EMAIL ADDRESS:

*****A \$25.00 APPLICATION FEE MADE PAYABLE TO THE CITY OF MEADVILLE WILL BE CHARGED FOR EACH DISPLAY*****

POSSESS LIABILITY INSURANCE IN THE MINIMUM AMOUNT OF \$300,000 PER CLAIM, \$500,000 IN THE AGGREGATE? YES ___ NO ___ (SEE 1(d) ON REVERSE)

REQUIRE ELECTRIC? YES ___ NO ___ (\$50.00 NON-REFUNDABLE FEE)

SIGNATURE: _____ **DATE:** _____

*****All display permit applications must be submitted at least ten (10) business days prior to the date the display is to be placed and be accompanied by payment*****

See reverse side for details

(TO BE COMPLETED BY CITY STAFF)

DEPARTMENT	DEPARTMENT/APPROVAL
PUBLIC WORKS	
POLICE	
FIRE	

*****IN DETERMINING WHETHER TO GRANT OR DENY A DISPLAY PERMIT, THE MANAGER SHALL NOT DISCRIMINATE ON THE BASIS OF POLITICAL, RELIGIOUS, ETHNIC, RACE, DISABILITY, SEXUAL ORIENTATION, OR GENDER RELATED GROUNDS*****

Policy for Displays in Diamond Park

(Adopted 11/23/05)

1. Standards for Display
 - a. Absent extraordinary circumstances, no more than four (4) displays shall be permitted at any one time.
 - b. The display shall be located as requested unless it is determined that another location is required to avoid interference with other use of the park, to avoid a public safety hazard, or to accommodate electrical connections.
 - c. The display shall not pose any hazard or danger to the public or property.
 - d. Permittee(s) shall maintain in effect for the entire time the display is located in the Park comprehensive general liability insurance in the minimum amount of \$300,000 per claim, \$500,000 in the aggregate, covering all persons responsible for the display and covering the display. **The City MUST be listed as an additional insured.**
 - e. The display shall serve no commercial or commercial advertising purpose.
 - f. The display shall not interfere with any pedestrian way or use of the Park.
 - g. No display shall occupy more than 40 square feet.
 - h. All displays shall consist of durable materials to withstand normal weather conditions and shall be fastened together in an appropriate and safe manner.
 - i. The display shall be properly anchored.
 - j. All displays shall be maintained in good condition.
 - k. If illuminated, lighting shall be stationary, constant in color and intensity, directed toward the display; lighting shall not interfere with traffic or other properties, and shall be no more intense than reasonably necessary for the display.
 - l. Any electrical connection shall be made and protected in a manner as directed by the City Manager.
 - m. No display shall be permitted for more than forty-five (45) days.
 - n. If any damage is caused to City property as a result of the display, or if the City bears any costs or expenses as a result of Permittee(s) failure to comply with these rules, Permittee(s) shall be liable to the City for damage and costs.
 - o. Permittee(s) shall agree to hold the City harmless from any and all claims of injury or harm to persons or property, and claims of economic harm that may result from the display.
 - p. All displays shall be promptly and properly removed at the end of the allotted time period without damage to City property.
 - q. In the even the display is not removed when required, the City may remove the display and provide reasonable storage until retrieved by Permittee(s) and payment of the City costs. If not retrieved within three (3) months, the City may dispose of the display in an appropriate manner.
2. The City Manager shall be notified of the date and time that a display is to be erected or placed so that an inspection of the installation may be made by appropriate City representatives.
3. The entire Policy for Displays in Diamond Park, including reasons for permit denial, is available for review at the Meadville City Building, 894 Diamond Park, Meadville, PA 16335.