



**Action Requested/Required:**

- Vote/Action Requested
- Discussion or Presentation Only
- Public Hearing
- Report Date: \_\_\_\_\_
- Hearing Date: \_\_\_\_\_
- Voting Date: \_\_\_\_\_

**Department:** Parks and Recreation      **Presenter(s) & Title:** Adam Dodson- Parks and Recreation Manager  
Guest/Applicant- Roy Taylor

**Agenda Item Title:**

Discussion of the Approval of Road Closures and Parade in Downtown Canton

**Summary:**

Staff has received a Special Event Application request for a downtown parade and carnival. Applicant would like to host a parade that would require several main roads to be closed as well as many side streets detoured. The event date would be February 28, 2025 and will have a start time of 6PM.

Based off the Special Event Policy, it is required that the applicant receive permission from City Council for any and all road closures.

**Budget Implications:**

Budgeted?  Yes    No    N/A

Total Cost of Project:       Check if Estimated

Fund Source: General Fund    Water & Sewer    Sales Tax    Other:

**Staff Recommendations:**

On November 21, staff plans to ask for Mayor and Councils Consideration on permission to close the roads for this event.

**Reviews:**

Has this been reviewed by Management and Legal Counsel, if required?    Yes    No

**Attachments:**



## Special Event General Application

Note: There may be separate fees for the use of City parks or facilities, personnel and vehicles.

Name of Event: CREATIVE AWAKENINGS ON PARADE

Desired Date(s) and Time(s) of Event: 6pm - 9pm FEB. 28, 2025

Estimated number of attendees: 600 Estimated number of event workers: 12

Set up time: THE DAY OF Clean up completed time: THE DAY OF

Has this event been held before? No If so, where and when? \_\_\_\_\_

Name of Individual or Organization Sponsoring Event: CANTON CREATIVES

Address: 360 E. MARIETTA ST, CANTON, GA 30114

Contact person authorized to act on behalf of the Organization: ROY TAYLOR

Contact person phone: 8 (cell) 678 451 8602 (other)

Contact person Email address: wrldpeas@mindspring.com

Please provide a copy of valid driver's license.

### Location- check all that apply:

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> Amphitheater (Etowah River Park) | <input type="checkbox"/> Boling Park  | <input type="checkbox"/> Brown Park        |
| <input type="checkbox"/> Burge Park                       | <input checked="" type="checkbox"/> Cannon Park                                 | <input type="checkbox"/> Etowah River Park |
| <input type="checkbox"/> Heritage Park                    | <input checked="" type="checkbox"/> Other (Please Specify) <u>DOWNTOWN LOOP</u> |  |

### Type of event- check all that apply:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Athletic Event         | <input type="checkbox"/> Carnival/Circus | <input checked="" type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Craft Show             | <input type="checkbox"/> Cycling Event   | <input checked="" type="checkbox"/> Festival            |
| <input type="checkbox"/> Film Shoot             | <input type="checkbox"/> Fireworks       | <input checked="" type="checkbox"/> Market              |
| <input checked="" type="checkbox"/> Parade      | <input type="checkbox"/> Rally/Assembly  | <input type="checkbox"/> Road Race                      |
| <input checked="" type="checkbox"/> Street Fair | <input type="checkbox"/> Wedding         | <input type="checkbox"/> Other (Please Specify) _____   |

### Purpose of Event- check all that apply:

- |                                     |   |   |
|-------------------------------------|---|---|
| <input type="checkbox"/> Charity    | <input checked="" type="checkbox"/> Education   | <input checked="" type="checkbox"/> Entertainment |
| <input type="checkbox"/> Fundraiser | <input checked="" type="checkbox"/> Other (Please Explain) <u>COMMUNITY DEVELOPMENT</u> |   |

Phone: 770.704.1500 | Fax: 770.704.1538 | 110 Academy Street | Canton, Georgia 30114

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Will fees be charged for: Admission? NO Amount: \_\_\_\_\_  
 Vendors? TBD Amount: \_\_\_\_\_  
 Other? (Please Specify) \_\_\_\_\_ Amount: \_\_\_\_\_

Do you have event rental needs from the City? \_\_\_\_\_

Stage  Yes  No  
 Electrical  Yes  No

Do you have need for any cones, barricades, etc. from the City? YES, SIMILAR TO ANY PARADE

Will sound amplification be used? YES If yes, please explain: MUSICIANS WILL HAVE SOME EQUIPMENT

Will your event need overnight security or at any other time aside from the hours of the event? NO  
 If yes, please explain: \_\_\_\_\_

Please provide any other information about your event that you believe would be helpful for planning purposes. You may attach additional documentation, if needed.

SIMILAR TO OTHER EVENTS CANTON PARK + SIDE STREETS AND NORTH STREET  
 PARKING AREA AND SOUTH LANE ADJACENT WOULD BE PART OF THE EVENT

Liability Insurer (Please attach copy of policy) TO BE SUPPLIED

Policy Number \_\_\_\_\_ Liability Limits \_\_\_\_\_

**Waiver and Release:** I/We agree to hold harmless and defend the City of Canton against any claim for damages, compensation or otherwise on the part of any participant or any other party, growing out of or resulting from injury which might occur as a result of activity at the facilities of the City of Canton, and to reimburse or make good any loss, damage or costs that the City of Canton may have to pay if litigation arises from injury to any participant or other party, under the laws of this or any other state as against such claims for reimbursement or indemnity by the City of Canton.

I/We also agree to reimburse the City for the cost of any clean up or damage repair that exceeds the required security deposit.

**The undersigned does affirm that the information given is true to the best of his/her belief and knowledge.**

[Signature]  
 Signature

10-18-24  
 Date

Please return completed application to Adam Dodson, Parks and Recreation Manager:  
 adam.dodson@cantonga.gov or 770-720-7674

Phone: 770.704.1500 | Fax: 770.704.1538 | 110 Academy Street | Canton, Georgia 30114

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## Special Event Application Downtown Event

Please describe the portion of the Downtown Area you would like to use. If you would like to include other areas around Downtown, please describe those areas as well. Any area used for your event must be approved by the City.

DOWNTOWN LOOP FOR THE PARADE & CANNON PARK WITH  
SURROUNDS

For questions regarding utilizing Downtown Areas for your event, please contact Adam Dodson, Parks and Recreation Manager at 770-720-7674 or adam.dodson@cantonga.gov

Please furnish a timeline for your event:

Set-up Start time: 6 PM  
Event Start time: 6:30 PM  
Event Finish: 9:30 PM  
Clean up Finish: 10 PM

**The event organizer must provide written notice to EVERY resident and business along streets that will be closed at least a week before the event. The notice must provide the date(s) and times that the street is expected to be closed. A copy of the notice must be provided to the Parks and Recreation Manager.**

The City's Police, Fire Marshal, Parks and Recreation Manager, Public Works Director and City Manager will review your choice to ensure its appropriateness.

## Canton Creatives Carnival

**CARNIVAL: a period of public revelry, ... typically involving processions, music, dancing, and the use of masquerade.**

Canton Creatives, Canton's organization to promote the Arts throughout the community is inviting all to come celebrate.

Imagine with me if you will, it's nearing March, the holiday season is far in the rear view mirror, even the Superbowl is fading from view. We are tired of the gray and the cold. Crocus and daffodils are starting to poke their heads up. Diehard gardeners are getting their cole plants in the ground along with the peas and greens. Somewhere in the background we are starting to feel the change, a sense of something new. It is a new beginning. It is like we have a clean slate to start over. Hope is in the air. A new season is approaching. Time to throw off the doldrums of winter. Let us come together and celebrate.

**SPRING IS COMING!**

The festivities will start off with a parade of the creatives. We are reaching out to arts groups of all kinds from marching bands to creative groups that want to celebrate Canton with us. There are planned music groups that will perform within the Gazebo. Vendors and food trucks will surround the square. There will be a kids area with bounce houses and facepainting

Time to turn on the creative spirits, put on some bright colors, turn up the music, and get out in the street with your neighbors to welcome it in. Come join us in a parade with bands and floats or just march with us in your own creative way. Join the community party in the center of town. Dance, eat some food, enjoy a beverage, laugh, hug, and celebrate the Arts in the coolest small town in America.  
Save the date. Friday, February 28th.