



**ROAD RACES, PARADE, OR PUBLIC ASSEMBLY PERMIT APPLICATION FOR  
GORDON COUNTY, GEORGIA**

PERMIT # \_\_\_\_\_

Type of Event:

5K                       10K                      \_\_\_\_\_ Half Marathon                      \_\_\_\_\_ Walkathons  
 \_\_\_\_\_ Bike Races                      \_\_\_\_\_ Public Assembly                      \_\_\_\_\_ Ceremonies, Grand Openings, Street Fairs  
 \_\_\_\_\_ Parades                      \_\_\_\_\_ Other (Please identify: \_\_\_\_\_)

Name of Applicant/Organization: Crane Eater Community Church

Street Address of Applicant/Organization: 31103 Red Bud Rd  
Calhoun, GA 30701

Name of Representative (if Organization): Mandy Robertson

Street Address of Representative: 103 TOWN LAKE DR NE  
Calhoun, GA 30701

Phone Number: 678-986-7198

Email Address: robertsonm@calhounschools.org

I understand to not conduct any road race, parade or public assembly, either fixed or processional, over, upon, or burdening the public properties of Gordon County, Georgia or employing facilities thereon, without first receiving a permit from the necessary parties within this application and approved according to the requirements set out. This application, and any supplemental information required, shall be submitted not less than 45 days prior to the road race, parade or public assembly to ensure proper processing. Once the application is received, please allow two weeks for Gordon County to review and provide any estimated costs for the applicant. If there are costs associated with this event, it is the responsibility of the applicant and said payment is due 24 hours before the date of the event. The permit will be issued only after approval by the concerned departments listed below. When approving road closures for routes, the county will consider various impacts on residents, occupants, businesses, and emergency lanes (whether lane, closures, local streets, or major/secondary streets).<sup>2</sup>

If the applicant is an association of persons in fact or in law, the application shall contain a description of the entity; the name of said entity, if named; the registered or recognized address of the entity; the name of the person making the application on behalf of the entity; such person's relationship to said entity; and some demonstration or recitation of the authority of the person making the application to act on behalf of the entity and the names, addresses and phone numbers of the Corporate or Executive Officers of said entity.

<sup>1</sup> Public assembly means any meeting, demonstration, picket line, rally, or gathering of people for a common purpose that interferes with the normal flow or regulation of pedestrian or vehicular traffic or that requires exclusive use of all or any part of public areas or facilities open to the general public.

<sup>2</sup> Please note: Plans that involve crossing, encroaching, traveling along or otherwise directly impacting State Routes will require an additional review and approval process by the Georgia Department of Transportation. Their review and approval process can only be initiated two to four weeks prior to the event.

MR  
(Initials)

**Event Plan:**

A plan must be submitted and include the following information about the road race, parade or public assembly event:

1. Anticipated number of persons participating on foot, number of units, number and construction of floats:

race - 150

2. Date(s): 11/24/13

3. Hours of each day the event will be conducted:

Set-up Time 7:30 Start Time 8:00 End Time: 11:00 Area Cleared By: 12:00

4. Exact location, or, if the road race, parade or public assembly is processional or mobile, the route, the assembly area and the dispersal area:

Location/Route (attach map): Begin @ Crane Eater Com. Ch. - Pine Chapel Rd to Moss Rd to Hung  
Gin Rd

5. Event will consist of the following activities: 10K run at 9:00 and 5

K will begin at 9:15

6. Will sound amplification equipment be employed?

No (X) Yes ( ) If yes, explain: Music by church

- 7. Will alcoholic beverages be dispensed or sold? Yes ( ) No (X)
- 8. Are sales or vendors being planned? Yes ( ) No (X)
- 9. Is the use of tents planned? Yes (X) No ( )
- 10. Will portable toilets be used? Yes ( ) No (X)
- 11. Will dumpsters be used? Yes ( ) No (X)
- 12. Is electricity needed? Yes ( ) No (X)
- 13. Will sign or pennants be hung outside? Yes (X) No ( )
- 14. Will artificial lighting be employed? Yes ( ) No (X)
- 15. Will temporary static structures be employed? Yes ( ) No (X)

If yes, provide a complete description (including measurements) of the structure:

16. Will vehicles be employed? Yes (X) No ( )

If yes, provide a description of each vehicle that will be used and how it will be used: ambulance On-site

17. Provide a description of the anticipated need for safety, police, medical, sanitation, and other required personnel and equipment, with the anticipated needed numbers and posting by location and time of personnel needed:

1 police officer at entrance of pine chapel by Red Bud Rd  
- possibly a 2nd officer at Pine Chapel / Moss Rd  
intersection

18. Provide a description of provisions necessary to the safety and welfare of the participants in the parade or public assembly and members of the public in the area where the parade or public assembly will be conducted and routes of access thereto and there from:

Course will be monitored by golf cart to ensure  
runners follow course are safe  
water stations will also be set up along course

19. Provide a description of measures that will be taken to ensure public health and sanitation;

Church restrooms will be open for use - along w/ access  
to AED - first aid kit & EMT will be on-site

UK (Initials)

20. Will the road race, parade or public assembly require that the public spaces or facilities to be used or burdened, or the routes and means of access thereto and there from, be temporarily diverted from their dedicated or customary uses, or the public or private users thereof be diverted or excluded from, or limited in their use or enjoyment of, or their access to or through, said spaces or facilities, before, during or after the road race, parade or public assembly?  
Yes  No ( )

If yes, please describe: Red Pine Chapel between Red Bud & Moss Rd and Moss Rd to Hunts Gin

**Insurance Requirements:**

Applicant shall purchase and maintain insurance with a company acceptable to Gordon County and authorized to do business in the State of Georgia insuring against all loss or damages, including personal injury and property damage which may arise out of or result from the Applicant's, its agents', employees', volunteers' and participants' actions pursuant to this permit. This insurance shall be written for not less than the limits of liability specified below, or required by law. The Applicant shall provide Gordon County with a certificate of insurance certifying that the foregoing insurance is presently in force. Applicant shall also provide appropriate endorsements to its liability policies which provide: (1) that such insurance shall not be cancelled, allowed to expire or be materially changed without giving Gordon County thirty (30) days advance notice by registered mail; and (2) that Gordon County, its employees, and agents shall be named as additional insured under the Applicant's general liability policies.

**Automobile** – Automobile Liability will be required if a mobile unit is placed on the County's property as part of the Applicant's setup. Bodily injury and property damage liability covering all owned, non-owned, and hired automobiles for limits of not less than \$1,000,000.00 minimum for bodily injury of each person/each accident and \$1,000,000.00 property damage, or \$1,000,000.00 combined single limit - Bodily injury and property damage combined.

**Comprehensive General Liability** – This coverage shall be on an "Occurrence" basis. Coverage shall include Premises and Operations; Products and Completed Operations; and Medical Expense in reference to General Liability and cover bodily injury and personal property damages. The amounts of such insurance shall not be less than \$1,000,000.00 per occurrence / personal & advertising injury; \$1,000,000.00 general aggregate; \$100,000.00 damages to County premises, and \$5,000.00 medical expense (any one person) in reference to General Liability.

**Liquor Liability** - Liquor Liability will be required if the Applicant will be selling alcohol during the event, or an event being held on County premises. The amounts of such insurance shall not be less than \$1,000,000.00.

If any insurance required to be provided by the Applicant should be canceled or changed by the insurance company, or should any such insurance expire during the period of this contract, the Applicant shall be responsible for securing other acceptable insurance to provide continuous coverage during the life of this contract. Failure of the Applicant to provide and maintain continuous coverage as specified herein will result in the event/individual vendor being shut down until such time acceptable insurance is presented / restored. This would be in addition to any legal recourse open to Gordon County under breach of contract.

**Cleanup after the Event:**

The applicant must remove all debris that results from the event. The areas will be inspected after the event and an invoice will be sent for any required cleaning that is performed by Gordon County Roads & Bridges. If the areas are deemed unsatisfactory, the organization may not be able to host future events in Gordon County.

Permission is hereby requested to hold the above Road Race, Parade or Public Assembly in Gordon County, Georgia:

Andy Keh  
APPLICANT'S SIGNATURE

9/18/18  
DATE SIGNED

103 Towne Lake Dr Cathlamet, GA 30701  
APPLICANT'S ADDRESS

AK (Initials)

20. Will the road race, parade or public assembly require that the public spaces or facilities to be used or burdened, or the routes and means of access thereto and there from, be temporarily diverted from their dedicated or customary uses, or the public or private users thereof be diverted or excluded from, or limited in their use or enjoyment of, or their access to or through, said spaces or facilities, before, during or after the road race, parade or public assembly?  
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Permission is hereby requested to hold the above Road Race, Parade or Public Assembly in Gordon County, Georgia:

Wandy Kuhn  
APPLICANT'S SIGNATURE

9/18/18  
DATE SIGNED

103 Towne Lake Dr Cathlamet, GA 30701  
APPLICANT'S ADDRESS

WK (Initials)

# Crane Eater Rate

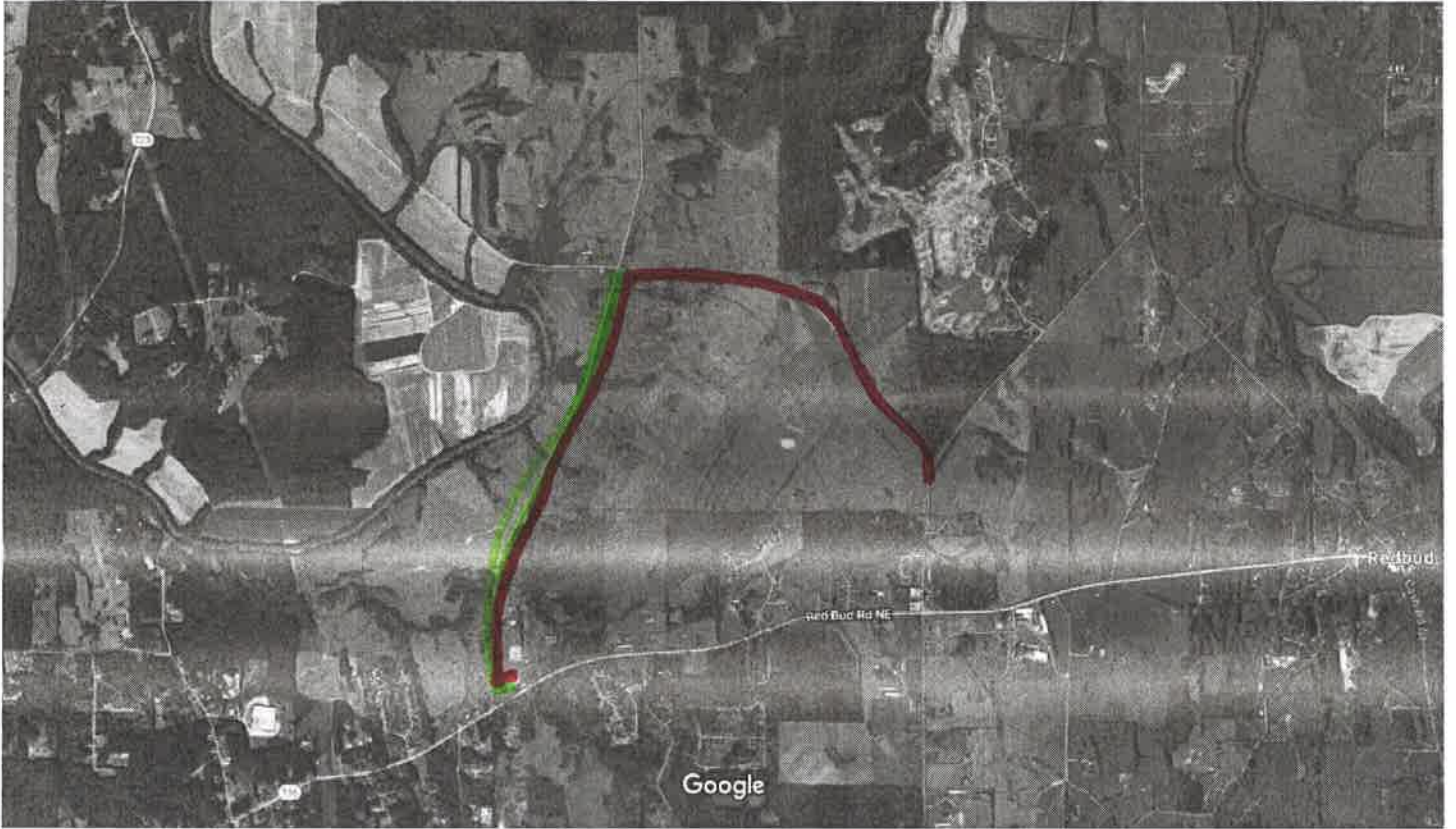


Imagery ©2018 Google, Map data ©2018 Google 1000 ft: 

 = 10 k

 = 5k

# Crane Eater Raul



Imagery ©2018 Google, Map data ©2018 Google 2000 ft

— = 10 K

— = 5 K



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
09/18/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

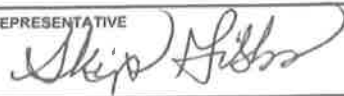
<b>PRODUCER</b> Skip Gibbs & Associates, Inc. 305 Cooper Road Loganville, GA 30052	<b>CONTACT NAME:</b> Skip Gibbs <b>PHONE (A/C, No, Ext):</b> <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> skip.guideone@gmail.com													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : GuideOne Insurance</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : GuideOne Insurance		INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :
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<b>INSURED</b> Crane Eater Community Church 3168 Red Bud Road NE Calhoun, Georgia, 30701														

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC		<input checked="" type="checkbox"/>	CPP 01276530	07/29/2018	07/29/2019	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000	
	<b>AUTOMOBILE LIABILITY</b> ANY AUTO ALL OWNED AUTOS HIRED AUTOS                      SCHEDULED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	<b>UMBRELLA LIAB</b> OCCUR <b>EXCESS LIAB</b> CLAIMS-MADE  DED                      RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$	
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICE/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATUTORY LIMITS    OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$	

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**  
 Amazing Grace Race scheduled to begin at 3168 Red Bud Road NE, Calhoun and ending at the same location on 11/24/2018.

<b>CERTIFICATE HOLDER</b>  Gordon County Board of Commissioners 200 South Wall Street Calhoun, Georgia, 30701	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE 

Return all applications 45 days prior to the event to:  
 Gordon County Planning & Development  
 Attn: Ursula Richardson  
 P.O. Box 0580  
 Calhoun, GA 30701  
 Fax to 706-625-8253 or  
 urichardson@gordoncounty.org

**APPLICATION REVIEW OF REQUEST TO HOLD THE ABOVE EVENT IN GORDON COUNTY, GEORGIA:**

THE APPROVED LOCATION / ROUTE OF THE ROAD RACE, PARADE OR PUBLIC ASSEMBLY:

Crane Eater Community Church: Pine Chapel Rd  
to Moss Rd to Hunt's Gin.

EVENT IS TO CONSIST OF: 5K / 10K / Fun Run

DATE(S): 11/24/18 Beginning time 8:00 am Ending Time 11:00 am

ASSOCIATED COSTS (RESPONSIBILITY OF APPLICANT):

Extra Duty Officers Needed \_\_\_\_\_ ARRIVAL TIME: \_\_\_\_\_

NOTE: EXTRA-DUTY GORDON COUNTY DEPUTIES WILL BE PAID THE AMOUNT AGREED UPON PRIOR TO THE EVENT, AND ARE NOT RESPONSIBLE FOR ADVISING DIRECTIONS OR PROVIDING ANY DETAILS OF THE EVENTS TO PARTICIPANTS IN RUNS, WALKS, RACES, ETC. THE GORDON COUNTY SHERIFF'S DEPARTMENT PROVIDES SECURITY FOR THE EVENTS.

ANY CHANGES IN THE DATE, TIME, COMPOSITION, AND/OR ROUTE OF THE ROAD RACE OR PARADE MUST BE APPROVED IN ADVANCE.

ZONING ADMINISTRATOR <u>OK per Courtney Taylor</u>	Recommended Approved YES / NO <u>attached</u>	DATE <u>9/19/18</u>
EMERGENCY MANAGEMENT DIRECTOR <u>OK per Steve Parris</u>	Recommended Approved YES / NO <u>attached</u>	DATE <u>9/19/18</u>
PUBLIC WORKS DIRECTOR <u>OK per Doug Ralston</u>	Recommended Approved YES / NO <u>attached</u>	DATE <u>9/24/18</u>
FIRE CHIEF OR DESIGNEE <u>OK per Shane Parrott</u>	Recommended Approved YES / NO <u>attached</u>	DATE <u>9/21/18</u>
SHERIFF OR DESIGNEE	Recommended Approved YES / NO	DATE
COUNTY ADMINISTRATOR	Approved YES / NO	DATE

ADDITIONAL APPROVERS COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_(Initials)





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## Attached Image

4 messages

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**buildinginspection@gordoncounty.org** <[buildinginspection@gordoncounty.org](mailto:buildinginspection@gordoncounty.org)>  
To: Ursula <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>

Wed, Sep 19, 2018 at 10:39 AM

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 **0255\_001.pdf**  
660K

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**Ursula Richardson** <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>

Wed, Sep 19, 2018 at 9:54 AM

To: Courtney Taylor <[ctaylor@gordoncounty.org](mailto:ctaylor@gordoncounty.org)>, Steve Parris <[sparris@gordoncounty.org](mailto:sparris@gordoncounty.org)>, Doug Ralston <[dralston@gordoncounty.org](mailto:dralston@gordoncounty.org)>, Shane Parrott <[sparrott@gordoncounty.org](mailto:sparrott@gordoncounty.org)>  
Cc: James Ledbetter <[jledbetter@gordoncounty.org](mailto:jledbetter@gordoncounty.org)>

Crane Eater Community Church 5k/10k/Fun Day

The church has submitted another application for this year to have there fundraiser on Saturday, November 24, 2018. The route is exactly the same as last year, map attached. We would appreciate your cooperation in reviewing the application and e-mailing me your comments by Friday, September 28, 2018 at [urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org). Thank you for your comments that are necessary in assisting the Board of Commissioners in their decision.

If you have any question, please call me anytime.

----- Forwarded message -----

From: <[buildinginspection@gordoncounty.org](mailto:buildinginspection@gordoncounty.org)>  
Date: 2018-09-19 10:39 GMT-04:00  
Subject: Attached Image  
To: Ursula <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>

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**Ursula Richardson**  
Zoning Administrator  
200 South Wall Street  
Calhoun, GA 30701  
Phone: 706-879-2172  
Fax: 706-625-8253

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 **0255\_001.pdf**  
660K

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**Steve Parris** <[sparris@gordoncounty.org](mailto:sparris@gordoncounty.org)>  
To: Ursula Richardson <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>

Wed, Sep 19, 2018 at 10:07 AM

Far as I know it worked out well last year I see no problem, as long as they follow the same traffic control plan, and they know that the Public Works Department accepts no liability.

Thanks,

Steve Parris  
Director of Public Works  
Gordon County Government

[Quoted text hidden]

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**Ursula Richardson** <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>  
To: Steve Parris <[sparris@gordoncounty.org](mailto:sparris@gordoncounty.org)>

Wed, Sep 19, 2018 at 10:13 AM

Thank you!

[Quoted text hidden]

Steve Parris  
Director of Public Works  
Gordon County Government

[Quoted text hidden]

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**Ursula Richardson** <urichardson@gordoncounty.org>  
To: Steve Parris <sparris@gordoncounty.org>

Wed, Sep 19, 2018 at 10:13 AM

Thank you!

[Quoted text hidden]

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**Courtney Taylor** <ctaylor@gordoncounty.org>  
To: Ursula Richardson <urichardson@gordoncounty.org>

Wed, Sep 19, 2018 at 10:19 AM

I have reviewed and it looks good to me. I also don't know of any issues last year so I recommend approval by the BOC.

Thanks,  
Courtney

[Quoted text hidden]

--  
Courtney Taylor, Director  
Gordon County Emergency Management  
4543 Fairmount Highway SE  
Calhoun, GA 30701  
706-602-2905

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**Ursula Richardson** <urichardson@gordoncounty.org>  
To: Courtney Taylor <ctaylor@gordoncounty.org>

Wed, Sep 19, 2018 at 10:55 AM

Thank you!

[Quoted text hidden]



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## Attached Image

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Shane Parrott <[sparrott@gordoncounty.org](mailto:sparrott@gordoncounty.org)>  
To: Ursula Richardson <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)>

Fri, Sep 21, 2018 at 4:50 PM

We will not have any problems accommodating this, We will do it the same as last year.

**Major Shane W Parrott**  
**Enforcement Bureau Commander**  
**Gordon County Sheriffs Office**  
**2700 Highway 41 North Calhoun GA 30701**  
[sparrott@gordoncounty.org](mailto:sparrott@gordoncounty.org)  
**706-879-5483**

On Wed, Sep 19, 2018 at 9:54 AM Ursula Richardson <[urichardson@gordoncounty.org](mailto:urichardson@gordoncounty.org)> wrote:  
[Quoted text hidden]

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Fire Dept ok.

9/24/18

A handwritten signature in blue ink, appearing to be "D. H. ...".