

SITE PLAN REVIEW AGENDA

Wednesday, April 22, 2026

1:30 PM

City of Tulare

ITEM No. 1 Special Event
Site Plan No SP 26-25
Project Title Juneteenth Celebration
Description community festival

Applicant Grady Dodson
Property Owner City of Tulare (Zumwalt Park)
APN
Location 455 E Tulare Ave.

ITEM No. 2
Site Plan No
Project Title
Description

Applicant
Property Owner
APN
Location

ITEM No. 3
Site Plan No
Project Title
Description

Applicant
Property Owner
APN
Location

ITEM No. 4
Site Plan No
Project Title
Description

Applicant
Property Owner
APN
Location

Community Development Department
411 East Kern Avenue
Tulare, CA 93274
(559) 684.4217 Fax (559) 685.2339

Fee: \$0.00

Special Event Application No. _____



— THIS AREA FOR CITY STAFF USE ONLY —

Date Received: _____

SPR Agenda: _____ Item No. _____

Zoning: _____ GP Designation: _____

CITY OF TULARE SPECIAL EVENT APPLICATION

Please return this completed application to the Community Development Department a minimum of thirty (30) days prior to the date of the event. All Applications submitted on Thursday before 3:00pm, will be considered the following Wednesday at 1:30pm.

SPECIAL EVENT MEETINGS ARE HELD ON WEDNESDAYS AT 1:30 PM AT TULARE CITY HALL-CITY MANAGER'S CONFERENCE ROOM – 411 E KERN AVE – APPLICANT OR REPRESENTATIVE MUST BE PRESENT

GENERAL PROJECT INFORMATION

Event Name: JUNE TENTH CELEBRATION

Date(s) of Event: JUNE 13, 2026

Start Time(s): 10 AM End Time(s): 4 pm

Location of Event: ZUMWALT PARK

Property Address/Location: 455 E TULARE AVE

Brief Description of Event:
COMMUNITY FESTIVAL

APPLICANT/SPONSORING ORGANIZATION

Applicant/ 1st Contact Person: GRADY DODSON Cell Phone: (559) 300-2711

Address: 2538 RIVERA CT TULARE, CA E-Mail Address: GRADY.DODSON@yachoo.com

Applicant/ 2nd Contact Person: LELOHN DODSON Cell Phone: (559) 300-4243

Address: 1444 W. STEWART AVE VISALIA, CA E-Mail Address: ldod32@qol.com

Are Street Closures Requested? Yes No ()

Will Alcohol be Served? Yes () No

Will there be amplified music? Yes No ()

Number & Type of Vendors: HOSPITAL / MEDICAL CLINICS, MENTAL HEALTH

Page 1 of 2 – Application continues on the back of this page

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

Site Map Check List

One of the MOST important parts of the application is the Site Map. Please include a detailed **reproducible** map of the event including, but not limited to, the following:

- An outline of the entire event location, including the names of all streets or areas that are part of the venue and surrounding area; attendee parking layout; and tent/canopy locations (indicating size of each). If the event involves a moving route of any kind (parade, walk, march, etc.) indicate the direction of travel, all street or lane closures and locations where event volunteers will be posted.
- The location of barriers, fences and/or barricades. Indicate removable fencing/barriers for emergency vehicle access.
- The location of first aid facilities and ambulance parking areas, if applicable.
- A detailed or close up view of food booths and cooking area configuration, including identification of all vendors cooking with flammable gasses or barbeque grills.
- Generator locations and/or sources of electricity.
- Location of event related vehicles and/or trailers.
- Exit locations for outdoor events that will be fenced.
- Other relevant event components.
- The map should be drawn to scale and should include a "North" arrow.

Applicant Information (Decision) will be mailed to the name and address provided below).

Name: GRADY POBSON
 Address: 2538 RIVIERA CT
 City, State, Zip: TULARE, CA 93274
 Phone: (559) 300-2711
 E-Mail: GRADY.POBSON@yahoo.com

Signature of Owner or Authorized Agent*	
 _____ Owner	<u>4/10/26</u> _____ Date
_____ Authorized Agent*	_____ Date

-THIS AREA FOR CITY STAFF USE ONLY-

APPLICATION DEEMED COMPLETE

By: _____

Date: _____

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION 1 – CONTACT INFORMATION

HOST ORGANIZATION*

Host Organization is the organization accepting all financial responsibility for the event and provides the required insurance.

Organization Name: NEW LIFE MINISTRIES

Type of Organization: Corporation LLC Non-Profit

Mailing Address: 2538 RIVIERA CT Physical Address (if different): _____

Primary Phone Number: (559) 300-2711 E-mail Address: GRADY DODSON @YAHOO.COM

Website Address: n.l.mtc.com

EVENT ORGANIZER*

Event Organizer is the applicant give authorization by the host organization to apply for the Special Event Permit.

Name & Title: JUNETEENTH CELEBRATION

Mailing Address: 2538 RIVIERA CT Physical Address (if different): _____

Primary Phone Number: (559) 300-2711 E-mail Address: GRADY DODSON @YAHOO.COM

Website Address: www.n.l.mtc.com/events

SECONDARY ORGANIZER*

It is recommended that the Event Organizer provide contact information for a Secondary Organizer

Name & Title: LEROHN DODSON

Mailing Address: 1444 SWISSART Physical Address (if different): UCSALIA CA

Primary Phone Number: (559) 300-4243 E-mail Address: ldod32@aol.com

Website Address: _____

ON-SITE CONTACT*

Contact Information for the person who will be on-site and will be the primary contact on the day of the event.

Name & Title: LEAH GRADY DODSON

Mailing Address: 2538 RIVIERA CT Physical Address (if different): _____

Primary Phone Number: (559) 300-2711 E-mail Address: _____

Website Address: www.n.l.mtc.com/events

ONLY THOSE AUTHORIZED AS EVENT ORGANIZER AND SECONDARY ORGANIZER WILL BE ABLE TO MAKE CHANGES TO THIS APPLICATION.

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

INDEMNIFICATION AGREEMENT

Host Organization and/or Event Organizer agree, in consideration of the granting of this Application and Special Event Permit for:

JUNETEENTH to be held on 6/13/26 by New Life Ministries
(Event Name) (Event Date(s)) (Event Organizer/Primary Applicant)
of GRADY DODSON
(Host Organization)

Host Organization and/or Event Organizer(s) agree to defend, indemnify and hold harmless the City of Tulare, and the City of Tulare’s employees, officers, managers, agents, council members, and volunteers harmless from any and all losses, damages, claims for damage, liability, lawsuits, judgment expense and cost(s) arising from any injury or death to any person or damage to any property including all reasonable costs for investigation and defense thereof (including, but not limited to, attorney fees, costs and expert fees) arising out of or attributed to the issuance of Applicant’s Special Event Permit regardless of where the injury, death or damage may occur, unless such injury, death or damage is caused by the sole negligence or willful misconduct of the City.

Host Organization and/or Event Organizer agree to provide satisfactory evidence of, and shall maintain during the specified special event, such insurance policies and coverages in the types, limits, forms and ratings required by the City’s Risk Manager or City Attorney or their designee.

Host Organization and/or Event Organizer hereby requests waiver of insurance under the prohibitive cost exemption. Note: This waiver is offered only to Block Party/Neighborhood Event Applicants.

GRADY DODSON
Print Name

ASST. DIRECTOR
Title

[Signature]
Signature

4/7/26
Date



NOTICE OF TEMPORARY STREET CLOSURE

The City of Tulare requires that all affected residents/businesses both on and adjacent to the proposed street closure be notified of such a street closure. Therefore, this document serves as proof of notice of the proposed street closure listed.

A temporary street closure has been requested for the following date(s)/time(s) for the streets listed.

Closure Start Date: 6/13/26 Closure Start Time: 7:00 AM/PM

Closure End Date: 6/13/26 Closure End Time: 4:00 AM/PM

Street Name(s): KERN BETWEEN M & N STREET

The purpose of the proposed street closure is (Event Description):

ALLOW VENDORS SPACE TO SET UP.

Host Organization Name: NEW LIFE MINISTRIES

Contact Name: GRADY DODSON Contact Phone Number: (559) 300-2711

ACKNOWLEDGEMENT

By signing below, the undersigned acknowledges receipt of the above "Notice of Temporary Street Closure."

GRADY DODSON
Print Name

New Life Ministries
Business Name

[Signature]
Signature

ASST DIRECTOR
Title

2538 RIVIERA CT
Address

559 300-2711
Phone Number

Use individual forms for each business/resident contacted. Executed forms must be returned to the City of Tulare - Planning Department 2 business days prior to the event start date.

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION II – EVENT INFORMATION

EVENT DETAILS

Event Name: JUNETEENTH CELEBRATION

- Type of Event: [] 5K or 10k Run [] Ceremony [] Farmers Market [] Bike Race [] Concert [] Car Show [x] Festival [] Block Party [] Street Fair [] Parade [] Celebration [] Other

Event Description: (50 word minimum) FESTIVAL FOR COMMUNITY w/ COMMUNITY DANCER, PUBLIC SPEAKER, VENDOR FOOD & GAMES. FAMILY REUNION STYLE PICNIC.

EVENT DURATION

Is this an annual event: [x] Yes [] No
Is this a multi-day event: [] Yes [x] No
Is there an admission fee: [] Yes [x] No
If so, how many days? 2
If yes, please include admission fee \$ 0

Anticipated Attendance: 500-1000 (overall/per day)
Previous year's attendance (if applicable): 200 (overall/per day)

EVENT SET-UP & TEAR DOWN

If you will be utilizing street closures please refer to the next section to provide all street closure information

How many days will your organization require to: Set up: 6/12/26 Tear Down: 6/13/26
Event Set-up Date: 6/12/26 Event Set-Up Time: 6:00 PM
Event Start Date: 6/13/26 Event Start Time: 6:00 AM/PM
Event End Date: 6/13/26 Event End Time: 4:00 AM/PM
Event Tear-Down Date: 6/13/26

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION III– STREET CLOSURE(S)

The City of Tulare requires signatures from all affected residents/businesses both on and/or adjacent to a proposed street closure. Signatures and addresses will be cross-checked, with the completed map, by the Community & Economic Development Department staff prior to final approval. If any affected resident/businesses have not signed this petition, indicate the address and reason(s) below (i.e. resident on vacation, unable to connect with resident, business disapproves of street closure, etc.)

STREET CLOSURE(S)

Closure Start Date: 6/13/26

Closure Start Time: 7:00 AM/PM

Closure End Date: 6/13/26

Closure End Time: 4:00 AM/PM

If your street closure involves the closure of a State Highway, the City must receive proof of Caltrans approval prior to the approval of this application.

BARRICADE EQUIPMENT

Will the Host Organization supply its own street barricades? Yes No

If not, the Host Organization agrees to pick up barricades from the City of Tulare Public Works Department 24 hours prior to the date of the event start date. Host Organization will be required to provide a required fee for the use of City-owned barricades. A cost will be associated with any lost, damaged or barricades not returned. Note: The City will not supply supplemental traffic control signs required by the approved traffic control plan.

If barricades and supplemental traffic control will be supplied by a private company, please provide the following information.

Company Name: _____

Contact Name: _____

Mailing Address: _____

Physical Address (if different): _____

Primary Contact Number: () _____

TRAFFIC CONTROL PLAN

Host Organization and/or Event Organizer must provide a traffic control plan prepared by a registered engineer or traffic control company possessing a California C-31 class contractor's license.

Please list the streets from intersection to intersection, which will be closed for your event. Your Traffic Control Plan must show all streets, street closures, traffic control devices in compliance with the provisions of the California Manual of Uniform Traffic Control Devices (CA-MUTCD), and must include a designated 12-foot wide emergency lane.

1) Street Name: KERN ST From (cross street): M STREET

2) Street Name: KERN ST From (cross street): N STREET

3) Street Name: _____ From (cross street): _____

4) Street Name: _____ From (cross street): _____

5) Street Name: _____ From (cross street): _____

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION IV – CATERING & FOOD VENDORS

CATERING/FOOD VENDOR DETAILS

Event Organizer must obtain health permits from all food handlers. If alcoholic beverages will be sold at the event, an ABC Permit is required. An ABC Permit application MUST be submitted to the City for approval a minimum of 30 days prior to the event. Police services may be required.

Event will include the following (please mark all that apply):

Alcoholic Beverage items

Non-profit Food Vendors

Pre-Packaged Food/Beverage

Professional Catering

Retail Food Vendors

Name of Entity named on ABC Permit & Serving Alcohol at Event:

Name of Entity: N/A

Entity Address: N/A

Entity Phone Number: () N/A

Alcohol shall be served in an area no larger than an enclosed 300 sf area with a maximum posted capacity of 60 people. The alcohol service area must have two separate exits and it must be constructed of a solid type fencing to prohibit alcohol from being removed from the area, or passed to minors.

Security Guards shall be posted at each entrance and exit of the designated area. Security guards shall also be posted at the point of sale. (Additional security may be required by Tulare Fire Marshal and Tulare PD)

VENDOR INFORMATION REQUIREMENT

If the event will include food vendors, a complete list of all food vendors must be provided a minimum of 5 working days prior to the event. A site map detailing the location of each food vendor and concessionaire must be submitted for review and approval. All participating food vendors must have a valid Permit from the Department of Environmental Health County of Tulare, Business Tax Certificate, and Liability Insurance.

Number of Food Vendors: _____

Number of Non-Food Vendors: _____

NOTE: Non-food vendors must also be included on the list and must provide a Business Tax Certificate and Liability Insurance.

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION V – VENUE & STAGING

PARKS, RECREATION & COMMUNITY SERVICES EVENTS

If you plan to hold your event at a City park, it is your responsibility to contact the appropriate division or facility manager with the Community Services Department to coordinate the schedule of your event. Rules, regulations and restrictions unique to each site/facility may apply. For more information, please call the Community Services Department at (559) 684 – 4310.

Facility Use Permit: Will this event take place at a City park? Yes No

VENUE DETAILS

Venue Name: ZUMWALT PARK

Venue Address: 455 E. TULARE AVE

Venue Description (You must attach your Site Plan/Map to your Application Packet):

STAGING DETAILS

The following items will be used at the event (Please mark all that apply):

Amplified Music Bleachers Dance Floors Live Entertainment

Loud Speaker(s) Microphones

Stage(s) Number & Size: 8 (Please indicate location and size on Site Plan/Map)

EZ Up Number & Size: 20 (Please indicate location and size on Site Plan/Map)

Canopy Number & Size: 10 (Please indicate location and size on Site Plan/Map)

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION VI – SANITATION & WASTE REMOVAL

RESTROOM FACILITY DETAILS

Some events will require the presence of portable restrooms and/or hand-washing stations. Use of these items will require the Event Organizer to meet ADA regulations. Please contact your rental company for attendance to restroom ratios. A copy of the rental company's Business Tax Certificate and Liability Insurance must be attached to the Permit Application. Please indicate the location(s) of the facilities on your Site Plan/Map.

Will Event Organizer provide portable restroom facilities? Yes No

If so, please provide the following information:

Company Name: N/A

Contact Name: _____

Mailing Address: _____

Physical Address (if different): _____

Primary Phone Number: () _____ Cell Phone Number: () _____

WASTE REMOVAL DETAILS – SOLID WASTE DIVISION - (559) 684-4325

Host Organizer shall complete the City of Tulare Special Event Rental Agreement for the advance use of Solid Waste services for the Event and pay in full fees for special trash event containers at the Finance Department at 411 E. Kern Avenue before delivery can be made.

The Solid Waste Department will deliver the containers on the last business day before the event and remove the containers on the first business day after the event. Weekend deliveries and removals are not available.

Solid Waste Rates (as of 7/1/2025)

- **1-6 Trash Special Event Containers: \$71**
- **Payment includes delivery and removal of event containers.**

Any additional trash event containers: \$10.17 per container

SPECIAL NOTE: There will be an additional \$25.78 service fee for each Blue Recycle container that is contaminated with trash when picked up from the event location.

All cans will be dropped off at one location, and all cans will need to be placed at the same location for removal.

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION VII – SECURITY, POLICE & FIRE

SECURITY AND/OR POLICE

Please note that all events exceeding 2000 persons will require that law enforcement be hired for the event.

- If necessary, in case of emergency, the On-Site Contact will call 9-1-1.
- Event Organizer is requesting assistance from the Tulare Police Department. The Tulare Police Department will require a signed contract for services provided.
- Event Organizer will provide a private security company.

If providing a private security company, please provide the following information and attach copies of the company's Business Tax Certificate, Liability Insurance and California State License.

Company Name: _____

Contact Name: _____

Physical Address (If different): _____

Primary Phone Number: () _____ Cell Phone Number: () _____

E-Mail Address: _____

FIRE

Please note that all events exceeding 2000 persons will require Fire Department standby and/or emergency medical services be hired for the event.

- Event will require the use of temporary power or generators. How many: _____ Capacity: _____
- Event will include canopies over 700 square feet or tents over 400 square feet.
- Event will include a stage.
- Event will include folding chairs, or similar loose seating for more than 200 people.

Additional Fire Comments:

CITY OF TULARE SITE PLAN REVIEW APPLICATION – SPECIAL EVENT

SECTION VIII - APPLICANT AGREEMENT

[Signature] Host Organization and/or Event Organizer agrees, upon request, to provide a General Liability Insurance Certificate providing evidence of general liability insurance coverage in the minimum amount of \$1,000,000 naming the City of Tulare, its officers, employees and agents' as additional insured. This document must be submitted no later than ten (10) days prior to the events start date.

[Signature] Host Organization and/or Event Organizer agrees, upon request, to submit a Security Plan setting forth the proposed security measures to be taken to protect the health, safety and welfare of the participants, spectators, bystanders and passersby. This plan may be reviewed by the Tulare Police Department who may require alterations to the plan. Security measures may include by are not limited to the hiring of a private security or Tulare Police Officers at the expense of the Event Organizer.

[Signature] Host Organization and/or Event Organizer agrees, upon request, to provide a copy of their Determination Letter, as issued by the Internal Revenue Service of the United States or State of California, if the application is made on behalf of any organization representing itself as a tax-exempt, non-profit and/or charitable organization.

[Signature] Host Organization and/or Event Organizer agrees, to notify all residents and businesses that will be affected by street/sidewalk closures and/or amplified sound.

[Signature] Host Organization and/or Event Organizer agrees, to supply warning signs and/or barricades and to situate them in such a position that the road closure(s) may be maintained in a safe and orderly manner. Barricades must be manned at all times during the street closures.

[Signature] Host Organization and/or Event Organizer agree, that any false statement or material misrepresentation made in support of this application and permit is cause for denial of issuance of a Special Event Permit. Applicant also agrees that failure to adhere to the policies and procedures established by the City of Tulare, upon request, to provide a General Liability Insurance Certificate providing evidence of general liability insurance coverage in the minimum amount of \$1,000,000 naming the City of Tulare, its officers, employees and agents' as additional insured. This document must be submitted no later than ten (10) days prior to the events start date.

By signing below, Host Organization and/or Event Organizer indicate understanding and agreement to the above statements.

GRADY DODSON
Print Name
[Signature]
Signature

AST DIRECTOR
Title
4/7/26
Date

Traffic Plan For Juneteenth(June 13, 2026)

Notes:

1. It is the responsibility of the contractor to install the traffic control devices as shown hereon, as well as any additional traffic control devices as may be required to ensure the safe movement of traffic and pedestrians through or around the work zone and provide maximum protection and safety to construction workers.
2. All traffic control devices and their placement shall conform to the requirements of the California manual on uniform traffic control devices (CA-MUTCD), 226 Edition – Revision B.
3. Plan implementation and device placement shall be performed by City approved personnel.
4. No flaggers are needed.
5. Traffic control devices must monitored and maintained by the contractor at all times.
6. Traffic control devices shall not be placed on private property.
7. Contractor shall maintain access to all driveways, residences and business at all time unless otherwise noted. Contractor shall notify all affected residences and business 48 hours in advance prior to closure of a driveway or access.
8. All daily traffic control devices shall be removed at the end of the working day. For 24 hour set up, all signs and barricades shall have warning lights attached. Retroreflectivity of signs, barricades, and bands shall meet current ca-MUTCD standards for nighttime visibility.
9. Temporary no parking signs must be placed 48 hours in advance of schedule closure.



Contact:
 Grady Dodson
 New Life Ministries of Tulare
 County
 559-300-2711

Location: Kern Ave & M St. and N St.

Project: Juneteenth Celebration

Start Date: 6/13/2026

Work Hours: 7AM-4PM

Duration: 1 Day

Submitted:
 4/10/2026 Submitted