



City of Rockaway Beach, Oregon

276 S. Highway 101, PO Box 5
Rockaway Beach, Oregon 97136
(503) 374-1752 FAX (503) 355-8221
www.corb.us * cityhall@corb.us

APPLICATION USE PERMIT FOR CITY WAYSIDE or ANCHOR STREET PARK

Submit Completed Application in person or via email cityhall@corb.us

Choose One: City Wayside

Anchor Street Park – Event Area Only

Portable Restrooms will be provided at event

Dumpster will be provided at event

Organization Name: _____

Contact Person: _____

Address: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

Deposit Paid: _____ Date: _____

Name of Event: _____

Date(s) of Event: _____ Times of Event: _____

Estimated # of People Attending: _____ Number of Vendors: _____

Contact Person(s): _____

Contact Phone Number(s): _____

Contact Email: _____

If traffic control is needed, please explain: _____

Incomplete applications will not be forwarded to City Council for approval.

USE REGULATIONS:

1. \$2,000,000 General Liability Insurance listing the City of Rockaway Beach as an additional insured is required. Insurance should be per occurrence and should not be an aggregate.
2. \$300.00 cleaning deposit will be paid at time of application. Deposit will be retained if the site is not cleaned adequately, and if there is damage to City property, including barricades, restrooms, benches, tables, play equipment, etc.
3. Hours of availability are between 7:00 AM and 10:00 PM.
4. Property must be clean and cleared of all trash, papers, cans, bottles, etc. This includes the perimeter area.

5. Property to be barricaded by applicant. Arrangements for barricades to be made with Public Works by applicant. Public Works: 503-374-0586.
6. Any property damage during event is the responsibility of the applicant.
7. No stakes, nails or any pavement or fixture penetrating device will be used to tie down canopies, tents, etc.
8. Any markings denoting spaces shall be done in street chalk.
9. Application must be submitted 45 days prior to the event.
10. Must attach a drawing denoting area of Wayside or Anchor St. Park which will be used and manner of use.
11. Contact Tillamook County Dispatch for after-hours concerns: 503-815-1911.
12. Anchor Street Park Only: Applicant to ensure restrooms, playground and parking outside of event space remains open and accessible by the general public.
13. Deposit to be returned only after post event inspection and authorization from Public Works Department.

APPLICANT: I have read and understand my, or my organization, responsibility regarding these City facilities, and will adhere to the rules set forth.

Signature of Applicant

Date

FOR OFFICE USE ONLY

Pre-Event

Date Received: _____ Received by: _____

Amount Paid: _____ Date Paid: _____ Cash/Check # _____

Insurance Drawing/Map Pre-Event Inspection Deposit Collected Dumpster Required Portable Restroom Required

Post-Event

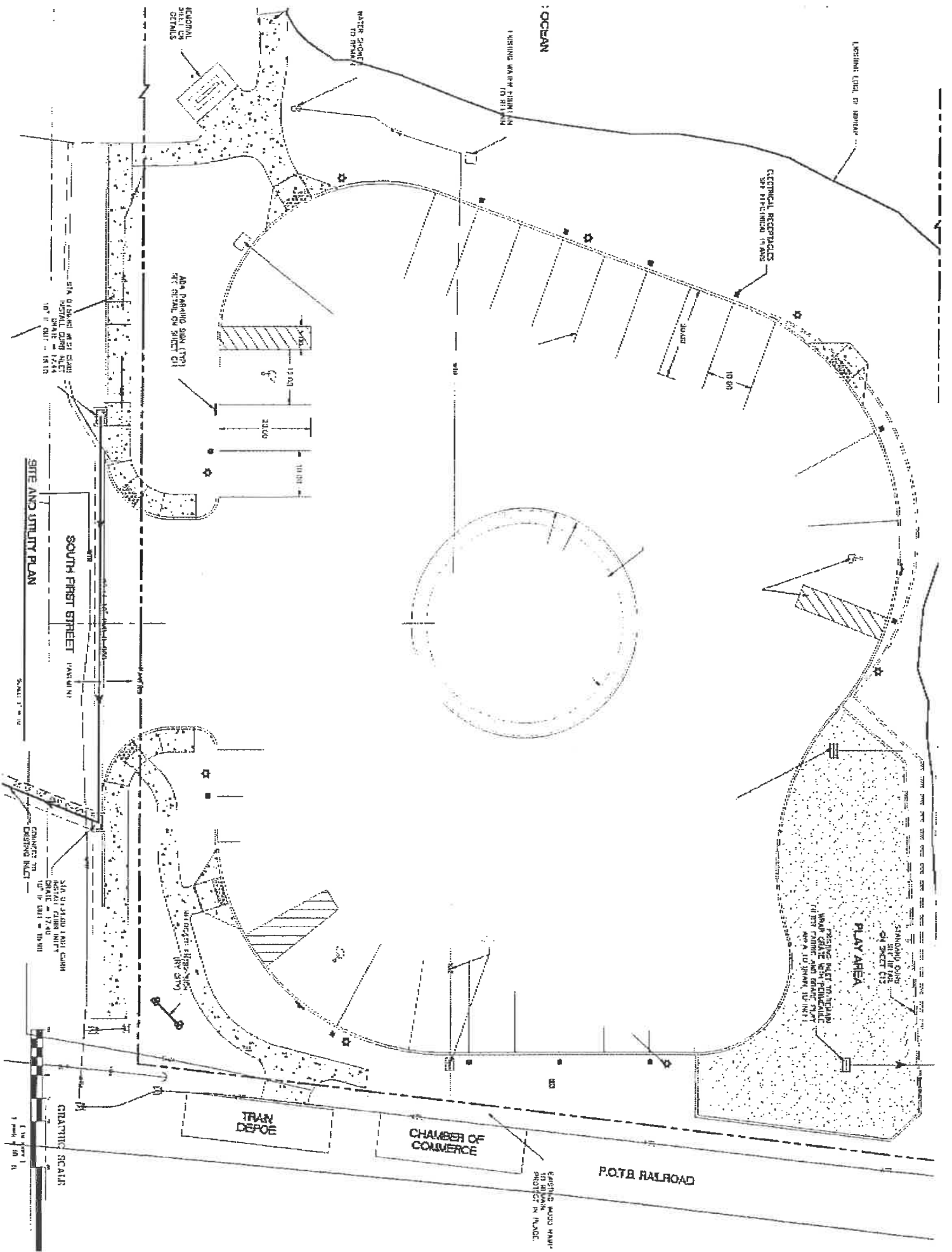
Date approved by City Council _____

Disposition of Deposit: _____

Deposit Returned Date: _____

Amount Retained: _____ (Work order and invoice attached)

Post-Event Inspection: Authorized to return deposit Yes No PW Signature: _____



SITE AND UTILITY PLAN

SOUTH FIRST STREET (UNPAVED)

P.O.T.B. RAILROAD

EASTING MUST HAVE TO BEHOLD PROJECT IN PLACE.

PLAY AREA

CHAMBER OF COMMERCE

TRAIN DEPOT

ELECTRICAL RECEPTACLES 50% SPECIFIED IN ASS

EXISTING WATER SERVICE TO BEHOLD

WATER SERVICE TO BEHOLD

ADA PARKING SIGN (17' x 11')

ADA PARKING SIGN (17' x 11')

PROTECTING MEET TO BEHOLD SANDPIT WITH FERRUGINOUS RODS TO BE SHOWN TO THE PLAY AREA

ADA PARKING SIGN (17' x 11')

CONCRETE TO BEHOLD

GRAPHIC SCALE

SCALE 1" = 10'

Anchor Street Park

Rockaway Beach, Oregon

EVENT SPACE

ELECTRICAL

WATER

