



## MEMO

**Date:** November 9<sup>th</sup>, 2021  
**To:** BPRW Commission  
**From:** Meghan O'Daniel, Community Garden Outreach Coordinator & Customer Service Associate  
**RE:** BCA Winter & Holiday Artist Market Special Use Permit for November 26<sup>th</sup> – December 21<sup>st</sup> 2021

Request for a Special Use Permit at City Hall Park to hold BCA's Winter & Holiday Artist Market events from November 26<sup>th</sup> through December 21<sup>st</sup>, Thursdays and Fridays from 2pm – 6pm and Saturdays and Sundays from 11am – 5pm. They are also requesting a waiver to allow alcohol.

Burlington City Arts will be organizing and overseeing another season of Winter & Holiday Artist Markets in City Hall Park this year. This series of markets creates a space for the community to gather together and support local artists. There will be 15 sheds for the vendors to use set up along Park Lane, from College Street to the BCA Patio. There is a map attached. On the BCA Patio, there will be an eating/drinking area with food and alcohol for sale. BCA is working with the DLC to acquire the necessary permits for that and there will always be an event staff person on site when food and alcohol sales are taking place. For the December 11<sup>th</sup> and 12<sup>th</sup> market days, they are planning to increase the amount of vendors.

Staff contact for the event is Zach Williamson.

They are on days with no conflicting events.

**Staff Recommendations:**

Allow for Special Use Permit including a waiver for amplified sound.