



## TOWN OF CRESTED BUTTE Big Mine Ice Arena Summer Facility Rules

1. Retail sales or trading of goods are not allowed aside from food and beverages on a limited basis.
2. All open flames are prohibited under the ice rink cover including cooking, grilling, smoking, candles, pyrotechnics and portable gas heaters.
3. All food preparation must be located *outside* of the covered facility.
4. Portable toilets and lavatories must be located *outside* of the covered facility.
5. Use of portable temporary membrane structures and tents shall comply with Chapter 24 of the International Fire Code.
6. Event occupancy numbers include all patrons, staff and performers.
7. For events with 300 to 499 people, two (2) fire watch personal and two (2) crowd control managers are required. See items # 11 and 12 below for more information on fire watch and crowd control personnel.
8. For events with 300 to 499 people, the event organizer must list the Crested Butte Fire Protection District as well as the Town of Crested Butte as “Additional Insured” as specified in the Town of Crested Butte Special Event Application.
9. The Event shall provide a site diagram for Town Staff review at least 45 days prior to the requested event date on a scaled site plan as depicted in **Exhibit A** detailing all of the following:
  - a. A seating diagram showing proposed table seating, row seating, aisles, cross aisles, handicapped accessibility, stage location and type of construction, and any proposed incidental equipment locations. Please see **Exhibit B** for sample seating configurations.
  - b. Assembly style seating for more than 200 people will require seats to be attached together in groups of three (3).
  - c. The proposed location of all required portable toilets: One (1) per every 40 people is required including one (1) ADA style unit.
  - d. The location of all required hand washing stations based on one (1) per 200 each sex, or a total of two (2) per 300 occupants.
  - e. The proposed location of all trash and recycling containers and the provisions for bulk refuse consolidation. Any overnight trash storage must be in approved wildlife resistant containers.
  - f. The proposed location and type of all event security fencing, gate locations and widths and proposed event security personnel.
  - g. The proposed location of any outdoor cooking areas (outside of rink cover), food and beverage serving areas.
  - h. For events requiring a special event liquor permit, the extent of the licensed premises must be indicated on the site plan.
  - i. A description of decorations and any flammable materials to be used in the rink.

10. The Event shall provide a parking and transportation plan if the occupancy will exceed 140 people
11. If there will be amplified sound during the event then the rules and requirements of Crested Butte Municipal Code Section 10-9-50 (noise ordinance) must be followed, including a Special Event notification of amplified sound within a 250 foot radius of the venue.
12. The Event shall provide a clean-up plan demonstrating that the facility will be left in a presentable condition subsequent to the conclusion of the event and prior to the following morning to secure the release of the deposit.
  - a. All decorations and fixtures used to hang decorations must be removed. Tape is very difficult to remove from rink glass and boards due to the residue it leaves. Alternatives to tape are strongly recommended.
13. Event organizers are responsible for providing all trash and recycling for the event. Please provide a trash and recycling plan that emphasizes *a reduction in trash generation and an increase in recycling*.
14. Alcohol consumption shall be in accordance with the liquor code of Colorado, including a Special Event Liquor License when applicable.
15. Fire watch personnel provide by the event organizer must meet with the Crested Butte Fire Protection District (CBFPD) Fire Division and complete a Fire Extinguisher training at least seven (7) days prior to the event. Any fees associated with this training will be determined by the Crested Butte Fire Protection District.
  - a. Duties of the fire watch personnel are detailed in **Exhibits C, D and E**.
16. Crowd control managers provided by the event organizer must attend training via the International Code Council's (ICC) crowd manager training website <https://www.crowdmanagers.com/>. Crowd control manager training is to be completed at the event organizer's expense. Once completed, the crowd control managers must present the Town with a certificate from the ICC.
  - a. Duties of the crowd control managers are detailed in **Exhibit F**.