



City of Mount Vernon, NY

August 6, 2026

Fire Department Response

Record No. SEB-26-10

Status Completed**Became Active** July 22, 2026**Type** Approval**Due Date** None**Assignee** Teddy Beale

Record No: SEB-26-10

Special Event Application

Status: Active

Submitted On: 7/20/2026

Primary Location

374 HAWTHORNE TERR
Mount Vernon, NY 10552

Owner

LUANGISA, ROSE & PETER &
Hawthorne Terrace 374 Hawthorne Terrace Mount Vernon, New York 10552

Messages

Teddy Beale

July 29, 2026 at 5:16 pm

FDMV – Applicant shall contact the Fire Prevention Bureau to review the Fire Safety plan. 914-665-2611

[NY] 403.12.2 Public safety plan for gatherings. Where the fire code official determines that an indoor or outdoor gathering of persons has an adverse impact on public safety through diminished access to buildings, structures, fire hydrants and fire apparatus access roads or where such gatherings adversely affect public safety services of any kind, the fire code official shall have the authority to order the development of or prescribe a public safety plan that provides an approved level of public safety and addresses the following items:

1. Emergency vehicle ingress and egress.
2. Fire protection.
3. Emergency egress or escape routes.
4. Emergency medical services.
5. Public assembly areas.
6. The directing of both attendees and vehicles, including the parking of vehicles.
7. Vendor and food concession distribution.
8. The need for the presence of law enforcement.
9. The need for fire and emergency medical services personnel.
10. The need for a weather monitoring person.

Part 18 of NYS Sanitary Code, Title 10 NYCRR,
for public functions

403.12.3 Crowd managers. Where facilities or events involve a gathering of more than 500 people, crowd managers shall be provided in accordance with Sections 403.12.3.1 through 403.12.3.3.

403.12.3.1 Number of crowd managers. Not fewer than two trained crowd managers, and not fewer than one trained crowd manager for every 250 persons or portion thereof, shall be provided for the gathering

Rose Luangisa

August 5, 2026 at 3:39 pm

Expected attendance will be no more than 450 people. Based on this anticipated attendance, the crowd manager requirements under Section 403.12.3 for gatherings of more than 500 people do not apply. However, in the interest of public safety, we will have three (3) crowd managers on-site throughout the event, as we do each year.

Food Vendors: At this time, we do not have any confirmed food vendors. Once food vendors are confirmed, we will upload their required Westchester County Department of Health permits and certificates through OpenGov. Parking: All attendees have been directed through our event announcements to utilize the free parking available at Traphagen School, 72 Lexington Avenue. Directing attendees to this designated parking area will help reduce traffic congestion around the event and ensure emergency access routes remain unobstructed.

Vendor Layout: As shown on the attached event layout, all vendors will be located along the Cross County wall on one side of the event area, leaving the opposite side completely open to maintain an unobstructed emergency access lane for fire apparatus, emergency vehicles, and first responders. Fire Hydrants & Emergency Access: All fire hydrants will remain fully accessible throughout the event. The hydrants are located on the side of the street where there will be no vendors or event activities, ensuring immediate access if needed. The attached layout also illustrates the vendor placement, emergency access corridor, and hydrant locations.

Teddy Beale

August 5, 2026 at 4:38 pm

FDMV has no additional comments
