

Agenda Summary
July 22, 2026

Agenda Item No. A-4

Special Event Application – Race to the Top of Vermont

Summary: The Town has received a special event application for the Race to the Top of Vermont.

Sunday, August 30, 2026 – 7:00am – 4:00pm

The RTTT is an annual running and biking race up the Toll Road which raises money for the Catamount Trail Association. 600 attendees are expected. There will be catered meals for attendees. There will be no amplified music.

Town Plan & Policy Impact: N/A

Fiscal & HR Impact: Police and EMS coverage agreements are in place.

Recommendation: Move to approve the special event application as submitted.

Town of Stowe

Special Event Permit Application



1. Name of Event: _____
2. Date(s) of Event: _____
3. Location of Event: _____
4. Hours of Event: _____
5. Event Organizer (Contact person): _____

Address

Phone Number

Email Address

If this is a new event to Stowe, and the Organizer has done similar events in the past, Organizer must provide three references, with contact information, from other communities in which you have hosted events. At least one of these references must be the municipality where an event was held and one must be the landowner where an event was held. If Organizer has not held similar events they should provide three personal references.

6. If the Event Organizer will not be on-site the day of the event, name & phone number for contact person for the day of the event: _____
7. Event Sponsor (organization putting on event): _____

Address

Phone Number

Email Address

8. Property Owner (If not Sponsor): _____

Address

Phone Number

Email Address

If Event Organizer is not the Property Owner, please attach proof of owner's consent to use property, unless applying to use Town Property.

9. Event Description: _____

(Please attach any promotional information – schedule, poster, flyer etc.)

10. Use of Town Owned Property/Streets Requested (**attached Recreation Field Use Forms**):

11. Anticipated Attendance: _____

Public Assembly Permit is required for attendance of 2,000 or more. Permit application & information can be found at <http://vsp.vermont.gov/permit/assembly>

12. Number of Staff/Volunteers that will be in attendance: _____

13. If food and/or beverage is to be provided, please describe: _____

If alcohol will be served, all vendors must have Liquor Permits filed through Vermont Department of Liquor and Stowe Town Clerk (253-6133).

- 14. Please contact Stowe Police Chief Donald Hull (802)253-4329 and EMS Director Scott Brinkman (802)253-9060 to determine if coverage is required by their Departments for your event and attach the completed *Special Event & Traffic Detail* form (Appendix A) and *Emergency Services* form (Appendix B). If coverage is not required by these Departments, attach the form indicating that coverage is not required. **Application is not considered complete unless these forms are attached.****

15. Attach site plan indicating event location/layout, state and local highways, entrances/exits, traffic flow patterns, parking and surrounding land uses.

16. Will there be any form of amplified entertainment (i.e. music) at the event? _____

If yes, describe and mark location on site plan: _____

17. The Selectboard must approve all signage for Special Events. Please include all proposed signage with this application. No off-site signage will be allowed except for directional signage. Directional signage must include directional information and may be posted in the public right-of-way up to seven (7) days before the event. Attach a map that includes location of all proposed directional signage.

18. A Certificate of Liability Insurance demonstrating \$1 million of general liability insurance per occurrence, \$2 million aggregate must be provided to the Town. If the event is held on Town Property the Certificate must name the Town of Stowe as additional insured. Certificate of Insurance must be filed with the Town at least ten (10) days prior to the event.

19. I hereby represent that to the best of my knowledge the information provided in this application is true and correct:

Liv Roberts

Signature

Printed Name of Applicant

Date

File application with the Town Managers Office at least thirty (30) days prior to the event accompanied by a \$25.00 application fee. Each event will require a separate permit.

For Office Use Only

Fee Received: _____

Certificate of Insurance Received: _____

Department Head Review: _____

Police & EMS Forms Received: _____

Selectboard Review on _____

Application has been ☐ approved ☐ denied

Conditions of approval by the selectboard: _____

Race to the Top of Vermont

August 30, 2026

A fundraiser for **Catamount Trail Association**

7:00am to ~ 5:00pm Participants and volunteers will be onsite.

Most participants will be offsite by 2:00pm.

9:00am race waves begin.

Event course description: The course will follow the 4.3 mile Stowe Mountain Resort Auto Toll Road from the entrance gate to the top parking lot next to the Green Mountain Club building on the ridgeline. The course will be marked with mile markers and laminated signage directing participants and volunteers will be positioned at designated water areas. Participants run or bike the course.

Event Sponsors and Promotion: Sponsor signage banners, and tents will be placed in the staging area, the race start area and the finish area.

Logistical Details:

- Stowe Police Department will conduct traffic control on Route 108 between 7:30am and ~5:00pm
- Stowe Mountain Resort will conduct parking at Stowe Nordic Center.
- Stowe EMS will be onsite during the event at the base area and summit/finish zone.
- Participants will walk from Stowe Nordic area parking to the start/finish zone at the base of the Toll Rd.
- Post event includes catered meal for participants, alcohol served by switchback brewing.