

Date: 8/5/2026

To: Mayor and Members of City Council 202602384
From: Sheryl M. M. Long, City Manager
Subject: **SPECIAL EVENT PERMIT APPLICATION: (Mt. Lookout Fall Festival)**

In accordance with Cincinnati Municipal Code, Chapter 765; (Mt. Lookout Community Council) has submitted a Special Event Permit Application Form to the Chief of Police. The Special Event Permit Application has been reviewed by the following department(s): (Cincinnati Police Department, Fire Department, Health Department, Parks Department, Department of Building and Inspections, Department of Community and Economic Development, Department of Finance, Department of Public Services, and Department of Transportation and Engineering). There are no objections to issuing the Special Events Permit.

The particulars of the requested event are as indicated:

EVENT NAME/TITLE: Mt. Lookout Fall Festival
EVENT SPONSOR/PRODUCER: Mt. Lookout Community Council
CONTACT PERSON: Jeff Sucharew
LOCATION: 3200 Linwood Av
DATE(S) AND TIME(S): 9/27/2026 12pm to 3pm
EVENT DESCRIPTION: Community festival that will include bounce house, face painting , arts station, music, and complimentary grilled hot dogs. Beer for sale.
ANTICIPATED ATTENDANCE: 350
ALCOHOL SALES: ☒ YES. ☐ NO.
TEMPORARY LIQUOR PERMIT HOLDER IS: (T.B.D.)

cc: Lieutenant Colonel Adam D. Hennie, Interim Police Chief