



The City of Canal Winchester

Development Department

45 E. Waterloo Street

Canal Winchester, Ohio 43110

Phone (614) 837-7501 Fax (614) 837-0145

RACE ROUTE APPLICATION

Race Route Distance: 2.86 miles.

Application Deadline: 90 days prior to event.

Law Enforcement Personnel: Mandatory. Confirmation is due 30 days prior to event or the permit will be void.

Hanners Park: Rental is required. (Capacity: 85 paved spaces + 4 ADA spots)

See attached document for all additional race-day requirements.

APPLICANT

Name _____

Address _____

Phone _____ Email _____

Proposed Date(s)/ Time(s) of Race _____

Estimated Number of Participants _____

Will you be having a sign for this race? Yes* _____ No _____

**If yes, attach a sketch of the sign showing its dimensions and indicate the colors to be used. See attachment for additional requirements.*

Will you be having additional tents or food trucks for this race? Yes* _____ No _____

**If yes, you will need to file a separate Special Event Application. See attachment for additional requirements.*

**I certify that the information provided with this application is correct
and accurate to the best of my ability.**

Property Owner's or Authorized Agent's Signature

Date

DO NOT WRITE BELOW THIS LINE

Date Received: ____ / ____ / ____

Fee: \$ _____ Paid: ☐

Date of Action: ____ / ____ / ____

Application Approved: ____ No

Expiration Date: ____ / ____ / ____

____ Yes

Tracking Number: TU - _____

____ Yes, with conditions

Race Route Permit Application Attachment

Required Materials per Chapter 1189.08(c)

Special Event Signs. Special event signs shall be defined as signs which are used to present knowledge regarding some special event of community importance. Such signs shall be considered as temporary signs, must be authorized by the Planning and Zoning Department before erection, and subject to the following requirements:

1. No more than two (2) such special event signs shall be placed on a single property and no more than four (4) total special event signs shall be placed in any location regarding the special event.
2. Special event signs shall have a total display area no more than forty (40) square feet and shall be no more than three (3) feet in height.
3. Special event signs shall not be illuminated.
4. Special event signs shall not be displayed for a period more than fourteen (14) days before the special event and shall be removed within forty-eight (48) hours after the event.

Site Layout. To ensure a safe and organized event environment, a detailed Site Layout Plan must be submitted with this application. This visual map should clearly identify the placement of all temporary structures and event features to ensure they do not obstruct emergency access or public right-of-ways.

Law Enforcement Personnel. Official confirmation of secured Law Enforcement services must be submitted to our office no later than 30 days prior to the event date. Failure to provide this confirmation by the deadline will result in the immediate voiding of your event permit. **To get set up, please contact the Sheriff's Office Dispatch at (740) 652-7911 and ask for the Special Duty Coordinator.**

A minimum of two (2) Law Enforcement Officers must be secured for the duration of the event. Officers are required to provide periodic traffic control to facilitate safe attendee crossings; streets must remain open and are not to be completely shut down. Officers must be stationed at, or transition between, the following key intersections as the event progresses:

- Groveport Rd & Thrush Dr
- Washington St & Columbus St
- Washington St & Groveport Rd

For all intersections not staffed by Law Enforcement Officers, all participants and event staff must strictly abide by all local and state traffic laws. Because the event route remains open to public use, participants must yield to traffic and follow standard pedestrian/vehicular safety protocols at all uncontrolled crossings. The Applicant assumes all responsibility for participant safety in these areas.

Hanners Park Rental. Tournaments or events must be approved by the city prior to rental. A special events permit may be required and should be attained through the city's Planning & Zoning department located at City Hall prior to the rental. Depending on the size, location, or length of time of the rental, an additional trash and restroom cleaning fee may be incurred. Canal Winchester Joint Recreation District (CWJRD) reserves "first use" of certain fields and facilities during their sports seasons. Rentals may not be available during this time due to the CWJRD schedule. Rentals will only be approved after confirming availability with CWJRD. Link to rent: <https://secure.rec1.com/OH/canal-winchester-oh/catalog>

CW Race Route



4/15/2026

Total Distance = 2.86 miles

1:12,000

-  **8' Multi-Use Path**
-  **5' Sidewalk**
-  **Special Duty Intersections**

