

**Application for a Public Assembly Permit must be submitted to the City Clerk at least thirty (30) days prior to the date of the proposed assembly.**

**APPLICATION FOR PUBLIC ASSEMBLY PERMIT  
AS REQUIRED BY SECTION 11-20 ET SEQ. OF  
THE CODE OF ORDINANCES OF  
THE CITY OF GULF SHORES, ALABAMA**

Date: July 22, 2016

ORGANIZATION/SPONSOR Gulf Shores Police Department

ADDRESS 220 Clubhouse Drive, Gulf Shores, AL

AGENT OR REPRESENTATIVE CPL Joshua Hoguet

TELEPHONE NUMBER (home) \_\_\_\_\_ (business) \_\_\_\_\_

Email ADDRESS jhoguet@gulfshoresal.gov

It is respectfully requested that a Public Assembly Permit be issued to the above named organization or sponsor.

The following required information is submitted for the review and approval of the appropriate City Departments and the City Council:

- a. Purpose of the Public Assembly: National Night Out 2016  
To strengthen neighborhood spirit & police-community partnerships
- b. Dates of the Assembly: October 11, 2016
- c. Time of the Assembly: from 5pm to 8pm
- d. Estimated number of Participants/Attendees: 500-1000
- e. Estimated number of Vendors: 30
- f. Location of Assembly (legal description of property if known): Pelican Place Shopping Center  
3800 Gulf Shores PKWY, Gulf Shores, AL 36542
- g. Owner of Property: Langley Properties Company

Supply to Clerk a letter from owner of property permitting use for activity, if not owned by applicant.

- h. If applicant will need to use City employees for any part of the preparation and clean-up of the site, a separate agreement with the City will be required before issuance of the Permit.
- i. Applicant shall guarantee payment of business licenses and sales tax, if applicable to function.
- k. **Required attachments -- detailed explanation, including drawings and diagrams where applicable, of the prospective plan of the Permittee to provide for the following, as appropriate:**
  - (1) Police and fire protection (describe on-site security; Gulf Shores Police will do routine patrol and will respond to calls.)
  - (2) Food and water supply and facilities
  - (3) Health and sanitation facilities (specify number of portable toilet facilities to be furnished)
  - (4) Medical facilities and services including emergency vehicles and equipment
  - (5) Vehicle access and parking facilities (If the proposed public assembly is expected to require more parking than can be provided at the location of the assembly, the applicant must submit plans showing where additional parking will be provided and a letter from the owner of the property granting approval for such use.)
  - (6) Camping and trailer facilities
  - (7) Illumination facilities
  - (8) Communications facilities
  - (9) **Signage - Signage placement must be shown on diagram, comply with the City's Zoning Ordinance (Ordinance #1584, Chapter 18, Article XVI, Signs) and be approved by the Recreation and Cultural Affairs Director (or his agent) prior to the issuance of the Permit.**
  - (10) Noise control and abatement
  - (11) Facilities for daily clean up and waste disposal; final cleanup will be done within 24 hours after close (grease or oil disposal shall be monitored)
  - (12) Insurance and bonding arrangements -- Binder or other proof of coverage in proper amount shall be in the hands of the Clerk no later than five (5) days before the first day of the event.

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The undersigned has authority to execute this application; and the requesting organized group, unincorporated association of persons, or corporation promises and agrees to abide by all the terms and conditions of Section 11-26, Code of Ordinances, under which a Public Assembly Permit is issued, and to abide by all rules and regulations of the City of Gulf Shores, Alabama.

  
SIGNATURE OF AGENT

By authority of Section 11-24 of the Code of Ordinances of the City of Gulf Shores, the requirement of an Assembly Permit shall not apply to any activity sponsored by the City, County or State.

The Permit shall be issued only after approval by the appropriate City Officials, as indicated below:

- a. Police Chief: \_\_\_\_\_ Date: \_\_\_\_\_
- b. Fire Chief: \_\_\_\_\_ Date: \_\_\_\_\_
- c. Public Works Director: \_\_\_\_\_ Date: \_\_\_\_\_
- d. Building Official: \_\_\_\_\_ Date: \_\_\_\_\_
- e. Planning & Zoning: \_\_\_\_\_ Date: \_\_\_\_\_
- f. Recreation & Cultural Affairs: \_\_\_\_\_ Date: \_\_\_\_\_
- g. City Administrator: \_\_\_\_\_ Date: \_\_\_\_\_

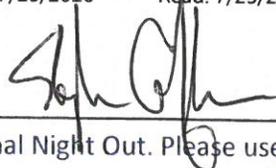
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**Emily Tidwell**

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**From:** Emily Tidwell  
**Sent:** Monday, July 25, 2016 12:25 PM  
**To:** Edward J. Delmore; Hartly Brokenshaw; Andy Bauer; Mark Acreman; Brandan Franklin; Grant Brown  
**Cc:** Matt Young; Alicia Talley; Paul Maliska; Wanda Parris  
**Subject:** National Night Out 2016  
**Attachments:** SKM\_C224e16072509220.pdf

| Tracking: | Recipient         | Delivery                      | Read                     | Response                    |
|-----------|-------------------|-------------------------------|--------------------------|-----------------------------|
|           | Edward J. Delmore | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 2:06 PM  | Approve: 7/25/2016 2:05 PM  |
|           | Keith Martin      | Delivered: 7/27/2016 9:15 AM  | Read: 7/27/2016 9:32 AM  | Approve: 7/27/2016 10:48 AM |
|           | Andy Bauer        | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 1:18 PM  | Approve: 7/25/2016 1:18 PM  |
|           | Mark Acreman      | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 1:42 PM  | Approve: 7/25/2016 1:43 PM  |
|           | Brandan Franklin  | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 12:44 PM | Approve: 7/25/2016 12:45 PM |
|           | Grant Brown       | Delivered: 7/25/2016 12:25 PM |                          | Approve: 7/26/2016 8:09 AM  |
|           | Matt Young        | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 2:07 PM  |                             |
|           | Alicia Talley     | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 12:27 PM |                             |
|           | Paul Maliska      | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 12:28 PM |                             |
|           | Wanda Parris      | Delivered: 7/25/2016 12:25 PM | Read: 7/25/2016 1:22 PM  | Approve: 7/25/2016 1:22 PM  |

*City Administrator*  7/27/16

Please review the following Assembly Permit for the 2016 National Night Out. Please use your voting buttons to approve/reject.

Thank you,  
Emily ☺

**Emily Tidwell**  
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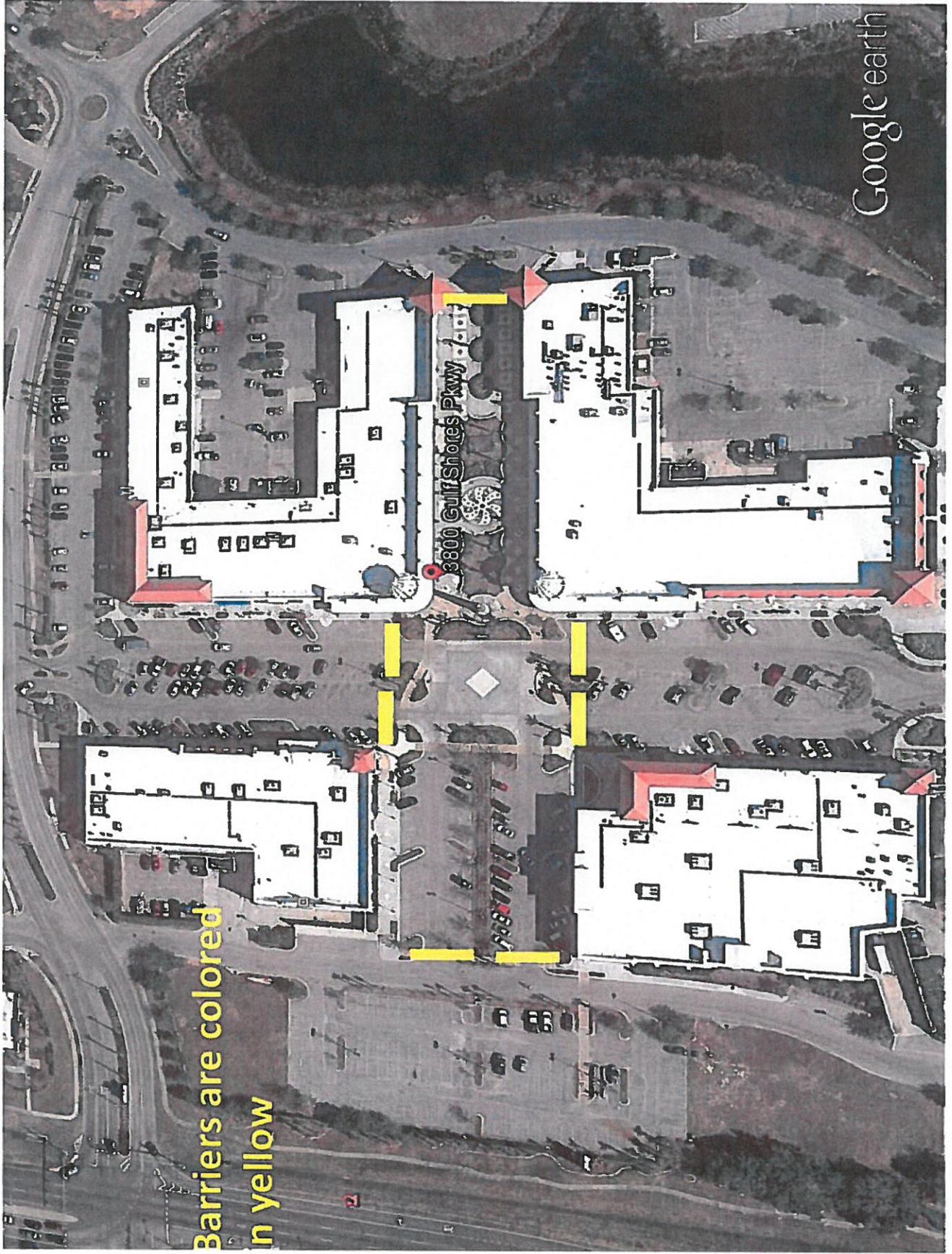
National Night Out is designed to heighten crime and drug prevention awareness, generate support for and encourage participation in local anti-crime programs, strengthen neighborhood spirit and police-community partnerships, and send a message to criminals letting them know that neighbors are fighting back.

Some of the festivities planned include the following:

- Free food sponsored by Target & Publix
- Free fingerprints for children as part of a family safety plan
- Displays of Gulf Shores Police assets and “tools” utilized by the department personnel
- GSPD K9 demonstration
- SWAT demo
- Alabama State Police Aviation Unit
- Gulf Shores Fire/Rescue equipment and vehicles
- Crime Prevention & Drug Awareness handouts

The location of the event will be at the center of the shopping center. Barriers will be required to prevent vehicular traffic where pedestrians will be congregating. Metal “bike” racks along with large vehicles will be used for this purpose. Additional sanitation – portable toilets – will be needed for this event. Number will be determined at a future date.

Questions regarding this event can be directed to CPL Joshua Hoguet at 968-4657.



Barriers are colored  
in yellow

Google earth