

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: 8/2/19

ORGANIZATION/SPONSOR Spring Hill College

ADDRESS 4000 Dauphin St

AGENT OR REPRESENTATIVE Shawn Taylor

TELEPHONE NUMBER (home) _____ (business) _____

Email ADDRESS staylor@shc.edu

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:

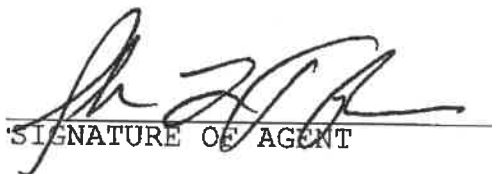
- a. Purpose of the Public Assembly: Collegiate Beach Volleyball
Tournament
- b. Dates of the Assembly: 10/25/19 to 10/26/19
- c. Time of the Assembly: from 8:00 am to 6:00 pm
- d. Estimated number of Participants/Attendees: 300
- e. Estimated number of Vendors: 0
- f. Location of Assembly (legal description of property if known): Beach (In front of Life Guard Station)
- g. Owner of Property: City of Gulf Shores

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: _____

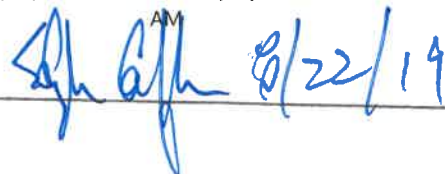
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Emily Tidwell

From: Emily Tidwell
Sent: Tuesday, August 20, 2019 11:15 AM
To: Edward J. Delmore; Hartly Brokenshaw; Lee W. Jones; Brandan Franklin; Mark Acreman; Grant Brown
Cc: Andy Bauer; Matt Young; Wanda Parris; Noel Hand; Mindy Singleton; Temple Smith; Layla Andrews; Alicia Talley; Jason Woodruff; Bo Smith; Josh Coleman
Subject: Assembly Permit Springhill Collegiate Beach Volleyball
Attachments: SKM_C25819082011240.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 8/20/2019 11:15 AM		Approve: 8/20/2019 3:49 PM
	Hartly Brokenshaw	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 11:28 AM	Approve: 8/22/2019 8:34 AM
	Lee W. Jones	Delivered: 8/20/2019 11:15 AM	Read: 8/21/2019 8:04 AM	Approve: 8/21/2019 8:04 AM
	Brandan Franklin	Delivered: 8/20/2019 11:15 AM		Approve: 8/20/2019 1:35 PM
	Mark Acreman	Delivered: 8/20/2019 11:15 AM	Read: 8/21/2019 2:25 PM	Approve: 8/21/2019 2:25 PM
	Grant Brown	Delivered: 8/20/2019 11:15 AM		Approve: 8/20/2019 11:19 AM
	Andy Bauer	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 1:41 PM	Approve: 8/20/2019 1:41 PM
	Matt Young	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 12:03 PM	
	Wanda Parris	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 11:18 AM	Approve: 8/20/2019 11:19 AM
	Noel Hand	Delivered: 8/20/2019 11:15 AM	Read: 8/21/2019 9:08 AM	
	Mindy Singleton	Delivered: 8/20/2019 11:15 AM		
	Temple Smith	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 12:32 PM	
	Layla Andrews	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 12:17 PM	
	Alicia Talley	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 11:32 AM	
	Jason Woodruff	Delivered: 8/20/2019 11:15 AM		
	Bo Smith	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 3:31 PM	
	Josh Coleman	Delivered: 8/20/2019 11:15 AM	Read: 8/20/2019 11:15 AM	

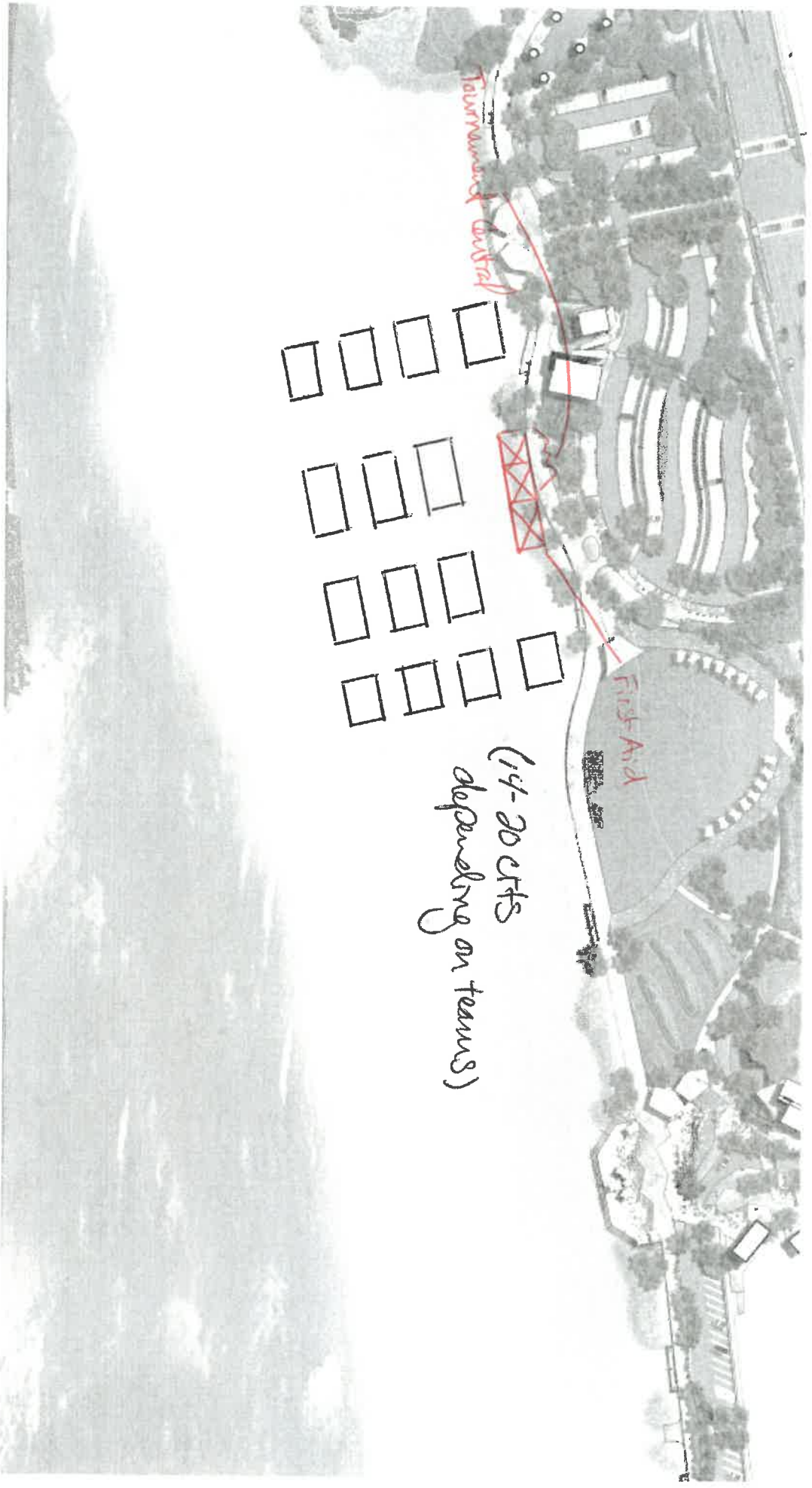
CITY ADMINISTRATOR

Handwritten signature and date: 8/22/19

APPLICATION FOR PUBLIC ASSEMBLY PERMIT

K.

- 1) We will have a gameday administrator onsite to handle any issues that might arise before, during, and after the event.
- 2) We would like to have electrical and water available at or near the pop-up tents marked as red on the map and running along the boardwalk. In the past we have been able to access power from the outlet in the grass area just east of the life guard HQ and I believe water from the life guard building. Electrical will be primarily for sound system and powering equipment for medical tent. Water will be used for athletes. Both should require minimal amounts.
- 3) In the past we have used public receptacles for trash and the restrooms located near the life guard HQ. We are requesting this be available again.
- 4) SHC will provide a certified athletic trainer for medical support. No access for medical vehicles will be needed. We will use a utility vehicle for court setup and teardown.



Tournament Central

First Aid

(14-20 CTS
depending on teams)