



APPLICATION FOR PUBLIC ASSEMBLY

1. EVENT INFORMATION

Event Name: 6th Annual Zydeco and Crawfish Festival

Contact Information (Applicant will serve as the sole contact for all correspondence from the City.)

Applicant

Event Organizer

Name: Erica Bassett

Name: COGS/Special Events

Address: PO Box 299 Gulf Shores Al 36547

Address: PO Box 299 Gulf Shores Al 36547

Phone #:

Phone #: 251-968-1171

Cell #:

Cell #:

Email : ebassett@gulfshoresal.gov

Email : events@gulfshoresal.gov

Web Address: <https://www.gulfshoresal.gov/1430/Waterway-Village-Zydeco-Crawfish-Festiva>

Purpose

- Athletic/Recreation
- Concert/Performance
- Social
- Outdoor Market
- Fitness
- Demonstration/Rally
- Parade
- Festival/Fair
- Other

Event Description

This sixth annual event is a result of a unique collaboration between the City of Gulf Shores, the Coastal Alabama Business Chamber, Gulf Shores and Orange Beach Tourism and Waterway Village merchants, including Acme Oyster House, Tacky Jacks, Gulf Coast Arts Alliance, The Diner and Wheelers Karate Academy. This year the event will be expanding to Meyer Park

Location*

Address: East 24th Ave. Gulf Shores; 400 E 22nd Ave, Gulf Shores

*An official letter from owner of property permitting activity MUST accompany application, if not owned by applicant

Attendance

Anticipated Attendance Total **18,000** Per Day

Dates/Times*

Setup Date/Time **Friday, April 3rd** Dismantle Date/Time **Saturday, April 4th**

Event Start Date **aturday, April 4th,** Event End Date **aturday, April 4th, 2020**

Event Hours **8

***If requesting multiple days please detail each day and time of operation in the Site Plan.**

****Please indicate the intended daily event start and end time(s).**

Is this an annual event? **Yes** **No** How many years have you been holding this event? **6**

Event Features (check all that apply and include supporting documentation)

- | | | |
|---|--|---|
| <input checked="" type="checkbox"/> Beverage/Food Vendors | <input checked="" type="checkbox"/> Entertainment | <input type="checkbox"/> Animals |
| <input checked="" type="checkbox"/> Merchandise Vendors | <input checked="" type="checkbox"/> Tents/Canopies | <input checked="" type="checkbox"/> Electrical /Generator Usage |
| <input checked="" type="checkbox"/> Stages/Platforms | <input checked="" type="checkbox"/> Restrooms | <input checked="" type="checkbox"/> Fencing/Barricades |
| <input type="checkbox"/> Pyrotechnics | <input checked="" type="checkbox"/> Use of Public Property | <input checked="" type="checkbox"/> Outdoor Cooking |
| <input checked="" type="checkbox"/> Shuttle Service | <input type="checkbox"/> Vehicles on Display | <input checked="" type="checkbox"/> Inflatables/Bounce Houses |

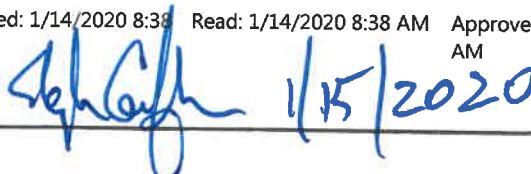
2. INSURANCE CERTIFICATE AND ENDORSEMENTS

In addition to completing the application form and paying permit and rental fees (when applicable), the applicant is required to submit an original certificate of insurance showing Commercial General Liability coverage with a minimum of \$1,000,000 combined single limit per occurrence. If automobiles or inflatables will be utilized, the applicant shall obtain a minimum of \$1,000,000 combined single limit coverage per accident, including owned, hired and non-owned automobiles or inflatables. If any alcohol will be served, liquor liability coverage must be obtained and is subject to Alabama's statutory limits. If the applicant has employees, workers' compensation insurance must be obtained and is subject to Alabama's statutory limits. The applicant also agrees to endorse the City of Gulf Shores (City of Gulf Shores, Alabama, Attn: Purchasing Officer, P.O. Box 299, Gulf Shores, AL 36547) as an additional insured on the general liability, auto, and liquor liability policy and to include a copy of each endorsement with the certificate of insurance. Proof of insurance, acceptable to the City, shall be furnished no later than five (5) days preceding the date of the assembly. Failure to provide proof of insurance will automatically revoke permit. Each certificate of insurance shall provide that the insurer must give the City of Gulf Shores at least thirty (30) days' prior written notice of cancellation and termination of the applicant's coverage there under.

Emily Tidwell

From: Emily Tidwell
Sent: Tuesday, January 14, 2020 8:38 AM
To: Alicia Talley; Andy Bauer; Bill Cowan; Brandan Franklin; Edward J. Delmore; George Surry; Grant Brown; Hartly Brokenshaw; Jason Woodruff; Josh Coleman; Keith Martin; Layla Andrews; Lee W. Jones; Mark Acreman; Matt Young; Melvin Shepard; Mindy Singleton; Noel Hand; Temple Smith; Wanda Parris
Subject: Zydeco 5k Assembly Permit
Attachments: SKM_C25820011313460.pdf

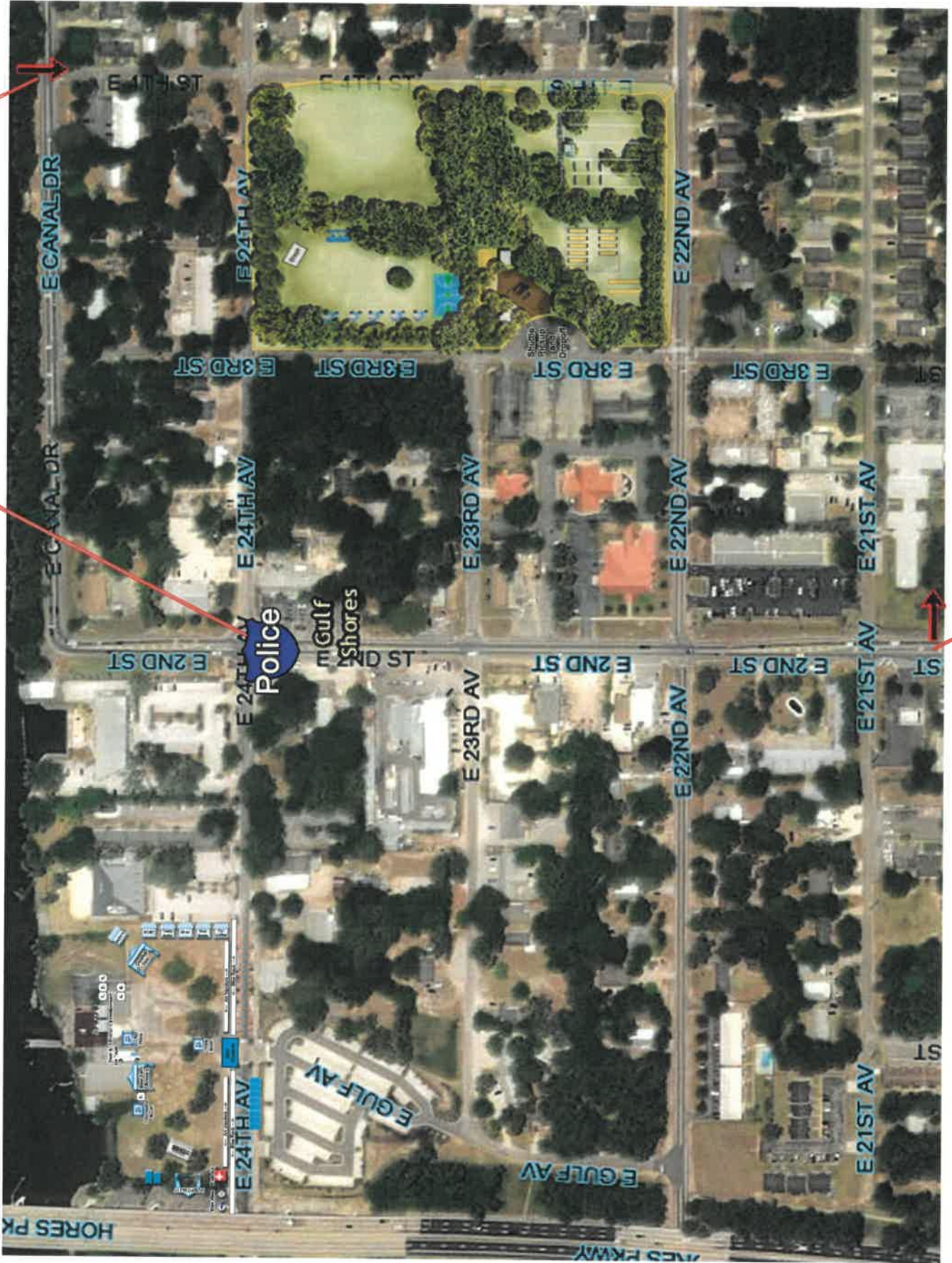
Tracking:	Recipient	Delivery	Read	Response
	Alicia Talley	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:39 AM	
	Andy Bauer	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:56 AM	Approve: 1/14/2020 8:56 AM
	Bill Cowan	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 9:08 AM	
	Brandan Franklin	Delivered: 1/14/2020 8:38 AM		Approve: 1/15/2020 10:44 AM
	Edward J. Delmore	Delivered: 1/14/2020 8:38 AM		Approve: 1/14/2020 9:34 AM
	George Surry	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 11:04 AM	Approve: 1/14/2020 11:05 AM
	Grant Brown	Delivered: 1/14/2020 8:38 AM		Approve: 1/14/2020 10:55 AM
	Hartly Brokenshaw	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:50 AM	Approve: 1/14/2020 8:52 AM
	Jason Woodruff	Delivered: 1/14/2020 8:38 AM		
	Josh Coleman	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:38 AM	Approve: 1/14/2020 9:01 AM
	Keith Martin	Delivered: 1/14/2020 8:38 AM	Read: 1/15/2020 10:19 AM	
	Layla Andrews	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:56 AM	
	Lee W. Jones	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 9:35 AM	Approve: 1/14/2020 9:35 AM
	Mark Acreman	Delivered: 1/14/2020 8:38 AM	Read: 1/15/2020 10:42 AM	Approve: 1/15/2020 10:42 AM
	Matt Young	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:39 AM	Approve: 1/14/2020 10:20 AM
	Melvin Shepard	Delivered: 1/14/2020 8:38 AM		Approve: 1/14/2020 12:38 PM
	Mindy Singleton	Delivered: 1/14/2020 8:38 AM		
	Noel Hand	Delivered: 1/14/2020 8:38 AM	Read: 1/14/2020 8:38 AM	Approve: 1/14/2020 9:11 AM



VMS Board

GSPD Directing Traffic

VMS Board





Stage

Shuttle pickup and dropoff

Parking: Estimated 75 Spots

P



F SHORES PKWY

RES PKWY

1. 2. 3.

4. 6.

Beer & Children's Entertainment Ice Truck



← Art Vendors →

← Bike Rack →

← Art Vendors →

← Bike Rack →

Main Entrance

E-24TH AV

SULLY AV



SMALL TOWN, BIG BEACH™

TEMPORARY SIGN PERMIT APPLICATION

PLANNING AND ZONING DEPARTMENT

Temporary Sign Permits may be approved for events associated with temporary carnivals, festivals, fairs and sporting events, educational and cultural events, charitable, school, and church events, reunions, grand openings & closings, auction, Official City or State of Alabama notices, private sales, and any other similar events requiring or not requiring an assembly permit.

Prior to the installation of a Temporary Sign in the City of Gulf Shores, a permit must be issued. In order to ensure that the proposed sign installation complies with the sign regulations, the following information must be submitted in 8 1/2" X 11" format, scale copies of digital photos are acceptable.

Temporary Sign Regulations:

1. Only one such sign shall be allowed per property, per street frontage;
2. Maximum size of a temporary sign is 32 square feet;
3. Such sign shall be located only on private property where the event is being held and not within a public right-of-way;
4. Temporary sign permits may be issued for a maximum of 14 days per calendar year. The 14 days may be broken into increments of no less than 2 consecutive days offering the ability to obtain numerous temporary sign permits per year.
5. **Temporary signs which have been erected without a permit are subject to a double permit fee or may be summarily removed by the City.**
6. **Temporary signs which have expired shall be summarily removed by the City.**

Temporary Sign Fees:

Permit Fee.....\$25.00

The fee may be waived for non-profit groups.

AN INCOMPLETE APPLICATION WILL BE RETURNED TO APPLICANT

APPLICANT & OWNER INFORMATION:

Applicant: Erica Bassett

Property Owner: COGS

Sign Contractor: COGS

Applicant Mailing Address: PO Box 299 Gulf Shores, AL 36547

Phone #: (251) 979-0096 Fax #: ()

Email: ebassett@gulfshoresal.gov

Sign Location (Business Name): COGS/Special Events; Zydeco and Crawfish Festival

Physical Address: Corner of HWY 59 and E. 20th Ave.; Corner of E. 2nd St. and Canal

SIGN INFORMATION:

Sign Area (sq. ft.): 10 Dimensions 3 x 5

Sign Height 4ft

Dates to be Used: Installation: March 16, 2020 Removal: April 6, 2020

By signing below, I hereby certify that I have read the above information and attest that the information provided herein and on the submitted plans and documentation is true and correct to the best of my knowledge and understand that any omissions or inaccurate information can cause this application to be rejected. I further understand that temporary sign shall be removed on the date specified above.

APPLICANT/OWNER SIGNATURE:  _____

(Print) Erica Bassett

Date: 01/09/2020

Fee Paid: _____ Date Issued: _____ Approved By: _____

If the applicant has any questions or concerns regarding Site Plan Review, please contact the following staff members.

STAFF MEMBER	TITLE	TELEPHONE	FAX	EMAIL
Andy Bauer	Director	251.968.1151	251.968.1188	abauer@gulfshoresal.gov
Jennifer Watkins	Planner	251.968.1154	251.968.1188	jwatkins@gulfshoresal.gov
Sherri Smith	Admin. Assistant	251.968.1164	251.968.1188	ssmith@gulfshoresal.gov

July 31, 2019

To Whom It May Concern,

The City of Gulf Shores along with the merchants in the Waterway Village, hereby have permission to use the Lee Callaway Estate property from March 30, 2020 to April 6, 2020 for the Waterway Village Zydeco and Crawfish Festival. The fee to be paid to the Lee Callaway Estate will be \$500.00. The City of Gulf Shores and all of the merchants, performers in the Waterway Village and attendees wave any liability and hold harmless Regions Bank as Executor and the Lee Callaway estate and will provide Regions Bank with a certificate of insurance naming Regions Bank and the Lee Callaway estate as being additionally insured.

Set up to include stage, sound and lighting for entertainment, various tents portable restrooms, trash cans, barricades and use of the interior of the buildings . The City will provide services as required creating a positive event.

By: 

Geo. Lucien Bates, Jr. Vice President

Regions Bank as Executor of the Lee Callaway Estate

July 31, 2019

To Whom It May Concern,

The City of Gulf Shores along with the merchants in the Waterway Village, hereby have permission to use the Lillian S. Callaway Family Limited Partnership property from March 30, 2020 to April 6, 2020 for the Waterway Village Zydeco and Crawfish Festival. The City of Gulf Shores and all of the merchants, performers in the Waterway Village and attendees wave any liability and hold harmless Xavier A. Hartmann, III Trustee, Lillian S. Callaway Trust, General Partner and will provide Lillian S. Callaway Family Limited Partnership with a Certificate of Insurance naming Xavier A. Hartmann, III Trustee, Lillian S. Callaway Trust, General Partner as being additionally insured.

Set up to include stage, sound and lighting for entertainment, various tents portable restrooms, trash cans, barricades and use of the interior of the buildings . The City will provide services as required creating a positive event.

By: 

Xavier A. Hartmann, III

Trustee, Lillian S. Callaway Trust
General Partner, The Lillian S. Callaway
Family Limited Partnership