

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

Name: Erica Bassett

Address:

Phone #: 251-968-1434

Cell #: 251-979-0096

Email : ebassett@gulfshoresal.gov

Event Organizer

Name: COGS/Parks and Rec.

Address: PO Box 299 Gulf Shores Al 36547

Phone #: 251-968-1171

Cell #:

Email : events@gulfshoresal.gov

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

Purpose

Athletic/Recreation

Outdoor Market

Parade

Concert/Performance

Fitness

Festival/Fair

Social

Demonstration/Rally

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.

Location*

Address: 101 East 24th Ave.

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

Attendance

Anticipated Attendance Total **12,000** Per Day

Dates/Times*

Setup Date/Time **4/11 8:00AM** Dismantle Date/Time **4/18 8:00AM**

Event Start Date **4/11 10:00AM** Event End Date **4/16 6:00PM**

Event Hours **10:00AM-6:00PM 8 hours

***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 checked="" 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.

3. ACKNOWLEDGEMENT AND SIGNATURE

I, the applicant, understand that I am responsible to provide all information necessary to meet the conditions and requirements of the application process and that by providing such information it is no guarantee that my proposed event will be issued a permit by the City of Gulf Shores. I further agree to defend, indemnify and hold the City of Gulf Shores harmless from and against all third party claims, demands, liabilities, losses, damages, suits, judgments, costs, expenses (collectively, "Third Party Claims") and reasonable attorney's fees in any manner arising out of or resulting from bodily injury, sickness, disease or death of any person or persons, or damage to or destruction of tangible property, including the loss of use resulting therefrom, or caused by or occurring during the course of performance of any services provided and to meet all department deadlines including submitting proof of proper insurance, a detailed site map, payment of all departmental fees, and details for any contract services required to make the proposed event safe and successful. I verify that I have read and understand this application and the conditions under which my request will be considered. The risk of promoting an event before the permit is issued is the sole responsibility of the applicant.

Erica Bassett

Print Name of Applicant

Signature

Date

PERMIT AUTHORIZATION - FOR OFFICIAL USE ONLY

Fire Chief	Date	Fire Department Estimated Cost	\$
		Police Department Estimated Cost	\$
		Public Works Estimated Cost	\$
Chief of Police	Date	Planning & Zoning Estimated Cost	\$
		Building Department Estimated Cost	\$
Public Works Director	Date	Finance Department Estimated Cost	\$
		City Facility Rentals/Fees	\$
Planning & Zoning Director	Date	Total	\$
Building Official	Date		
Finance & Admin Director	Date		
Recreation & Cultural Affairs Director	Date	City Administrator	Date

Emily Tidwell

From: Emily Tidwell
Sent: Monday, December 27, 2021 2:35 PM
To: Edward J. Delmore; Mark Sealy; Lee W. Jones; Brandan Franklin; Grant Brown; Mark Acreman; Noel Hand
Cc: Andy Bauer; Matt Young; Wanda Parris; Mindy Singleton; Layla Andrews; Alicia Talley; Jason Woodruff; Josh Coleman; Melvin Shepard; George Surry; Bill Cowan; Brian Dugall; Brigitte Reynolds; Lauren Traywick; Lindsey Hart; Shelby DeBlieux
Subject: Zydeco Festival Assembly Permit
Attachments: SKM_C250i21122714040.pdf

Tracking:	Recipient	Delivery	Read	Response
	Edward J. Delmore	Delivered: 12/27/2021 2:35 PM		BILL COWAN APPROVED
	Mark Sealy	Delivered: 12/27/2021 2:35 PM	Read: 12/28/2021 8:52 AM	Approve: 12/28/2021 8:53 AM
	Lee W. Jones	Delivered: 12/27/2021 2:35 PM		Approve: 12/28/2021 3:23 PM
	Brandan Franklin	Delivered: 12/27/2021 2:35 PM		Approve: 12/27/2021 2:39 PM
	Grant Brown	Delivered: 12/27/2021 2:35 PM	Read: 12/27/2021 2:47 PM	
	Mark Acreman	Delivered: 12/27/2021 2:35 PM		
	Noel Hand	Delivered: 12/27/2021 2:35 PM	Read: 12/27/2021 2:35 PM	Approve: 12/27/2021 2:35 PM
	Andy Bauer	Delivered: 12/27/2021 2:35 PM	Read: 12/27/2021 3:09 PM	Approve: 12/27/2021 3:09 PM
	Matt Young	Delivered: 12/27/2021 2:35 PM	Read: 12/27/2021 2:41 PM	Approve: 12/27/2021 2:45 PM

CITY ADMINISTRATOR Shelby DeBlieux 12/28/21



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 Fe

Physical Address: HWY59/E.20th Ave.; E.2nd St./Canal

SIGN INFORMATION:

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

Sign Height 5FT

Dates to be Used: Installation: Friday, 4/1 Removal: Monday, 4/18

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: _____

.....

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

If the applicant has any questions or concerns regarding the Temporary Sign Permit review, please contact the following staff members. Please submit this application via email to jclopton@gulfshoresal.gov.

STAFF MEMBER	TITLE	TELEPHONE	FAX	EMAIL
Mell Davis	Administrator	251.968.1164	251.968.1188	mdavis@gulfshoresal.gov
Justin Clopton	Code Enforcement	251.968.1148	251.968.1188	jclopton@gulfshoresal.gov

