

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: August 19, 2024

Agenda Item: 5J	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: August 12, 2024
Subject: Ocean Drive Beach Music Festival	Division: Administration

**Background:**

The Ocean Drive Beach Music Festival, LLC is requesting approval to conduct the event Ocean Drive Beach Music Festival on Saturday, May 5, 2025. The event will be held from 9:00 AM until 6:00 PM. Set-up will begin at 6:30 AM. Dismantling will begin at 6:00 PM.

Please see attached application and map.

All applicable departments have signed off on the special event verbally or by email.

**Recommended Action:**

Approve or deny the Special Event Application

Reviewed by Department Head	Reviewed by City Manager	Reviewed by City Attorney
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Council Action:  
Motion By \_\_\_\_\_ 2<sup>nd</sup> By \_\_\_\_\_ To \_\_\_\_\_



## FESTIVAL & SPECIAL EVENT DIRECTOR APPROVAL

Festival/Special Event: \_\_\_\_\_

Date of Event: \_\_\_\_\_

	Approval	Denial	Method	Date
City Manager/Admin:	_____	_____	_____	_____
Finance:	_____	_____	_____	_____
Human Resources:	_____	_____	_____	_____
Information Technology:	_____	_____	_____	_____
Parks & Recreation:	_____	_____	_____	_____
Planning & Development:	_____	_____	_____	_____
Public Safety:	_____	_____	_____	_____
Public Works:	_____	_____	_____	_____

Date Sent for Director Approval: \_\_\_\_\_

Any Director Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date for City Council Approval: \_\_\_\_\_

Certificate of Liability Insurance sent to Risk Manager: \_\_\_\_\_

# Special Event / Festival Permit Application

## Instructions

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### Instructions

*To apply for a Special Event / Festival Permit, please complete this application and submit it, including required attachments, to the City of North Myrtle Beach Administration no later than 60 days before your event.*

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## I. Applicant & Sponsoring Organization Information

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Sponsoring Organization Name                      Ocean Drive Beach Music Festival

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Chief Officer of Organization                      Jessica Worley

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Applicant Name    Ocean Drive Beach Music Festival

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Address    PO Box 4487 North Myrtle Beach, SC 29597

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Daytime Phone Number                      843-333-7811

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Evening Phone Number                      *Field not completed.*

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Fax    *Field not completed.*

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On-Site Contact Person                      Jessica Worley

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Pager / Cell Phone Number                      843-333-7811

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Is the city a co-sponsor?                      Yes

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What is the name of the city contact person?                      Mike Mahaney

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## II. Event Information

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Event Name    Ocean Drive Beach Music Festival

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Purpose of Event    Promote and support music events in the City of North Myrtle Beach and to fundraise for TR Cancer Fighters and VWHRC

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Event Date(s)    5/3/2025

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Event Date(s)    *Field not completed.*

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Total Expected Attendance                      *Field not completed.*

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Location	90 South Ocean Blvd North Myrtle Beach, SC 29582
Event Hours	9:00 AM - 6:00 PM
Set-Up Hours	6:30 AM - 8:45 AM
Dismantle Hours	6:00 PM - 8:00 PM

List any street(s) you are requesting to be closed as a result of this event. Include street name(s), day, date and time of closing and reopening:

Street One	1st Ave South between Ocean Blvd and Hillside
Date / Time Closed	5/3/2025 6:00 AM
Date / Time Opened	5/3/2025 6:00 PM
Street Two	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>
Street Three	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>
Street Four	<i>Field not completed.</i>
Date / Time Closed	<i>Field not completed.</i>
Date / Time Opened	<i>Field not completed.</i>

### III. Event Description

Does the event involve the sale of alcoholic beverages?	No
Has State Permit been applied for or received?	N/A
Will items or services be sold at the event?	Yes
Please describe.	Event Tshirts Only

Will there be musical entertainment at your event?	Yes
Number of Stages	1
Number of Bands	3
Type(s) of Music	Beach Music
Time Music Will Start & Stop	10:30 AM - 5:30 PM
Name of Band(s)	Band of Oz, Jim Quick and Coastline, Open Band and California Honeydrops
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	30
Will any tent be over 30 by 30 feet in the area?	No
Will there be any fireworks associated with this event?	No
Has City Permit been applied for or received?	No
Will food be served at this event?	No
Have South Carolina Department of Health and Environmental Control (DHEC) requirements been met?	N/A
Will you provide portable toilets for the general public attending the event?	Yes
Number of Portable Toilets	20

Number of Americans with Disabilities Act (ADA) Accessible Toilets	4
Will you require the use of City electricity?	No
Will you require the use of City water?	No
Will you require Traffic Control?	Yes
Will you require the use of City Personnel for trash removal?	Yes
Please list any other services you are requesting from the City of North Myrtle Beach.	Requesting trash removal during Festival. We had someone in 2023 but no one came for 2024 event
IV. Fees & Proceeds	
Is the sponsoring organization a "tax exempt, non-profit" organization as defined by the Internal Revenue Service (IRS)?	No
Will admission fees be charged to attend the event?	Yes
Please provide the amount(s).	\$50-\$90
Will fees be charged to vendors to participate in this event?	N/A
If the sponsoring organization is not a "tax exempt, non-profit" organization, will donations be made to any charitable organization(s)?	Yes

Please list the names of the organization(s) and the expected amount of donation. TR Cancer Fighters, VWHRC and we also pick a local citizen to help in need.

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#### V. Event Site Map

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Prior to issuance of a Festival Permit, you are required to submit a Final Event Site map to the City.

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Attach a site map of the proposed event site indicating the locations of the following items: [Festival Event Map.pdf](#)

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#### VI. Security

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Will this event require security to handle the event? Yes

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Security Source Phoenix Security

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Address 1319 17th Ave S b, Myrtle Beach, SC 29577

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On-Site Contact *Field not completed.*

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Phone Number (843) 839-2223

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#### VII. Page Information

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*Prior to the issuance of a Special Events Permit, proof of insurance will be required.*

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*You must provide an Original Certificate of Insurance showing you have purchased commercial general liability insurance that names "the City of North Myrtle Beach, its officers, employees and agents" as an additional insured. Insurance coverage must be maintained for the duration of the event. The amount of insurance coverage required will depend on the risk level of the event and will be determined by the City's Risk Management Office depending on the nature of the event, additional coverage may be required.*

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#### VIII. Affidavit

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Advance cancellation notice required: If this event is cancelled, please call 843-280-5604 with this information. Otherwise, City personnel and equipment may be needlessly dispatched and approvals of your future applications may be jeopardized.

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Electronic Signature Agreement	I agree.
Electronic Signature	Jessica Worley
Date	7/10/2024
Name of Applicant	Jessica Worley
Title	<i>Field not completed.</i>
Applicant Email	<a href="mailto:jessica@949thesurf.com">jessica@949thesurf.com</a>

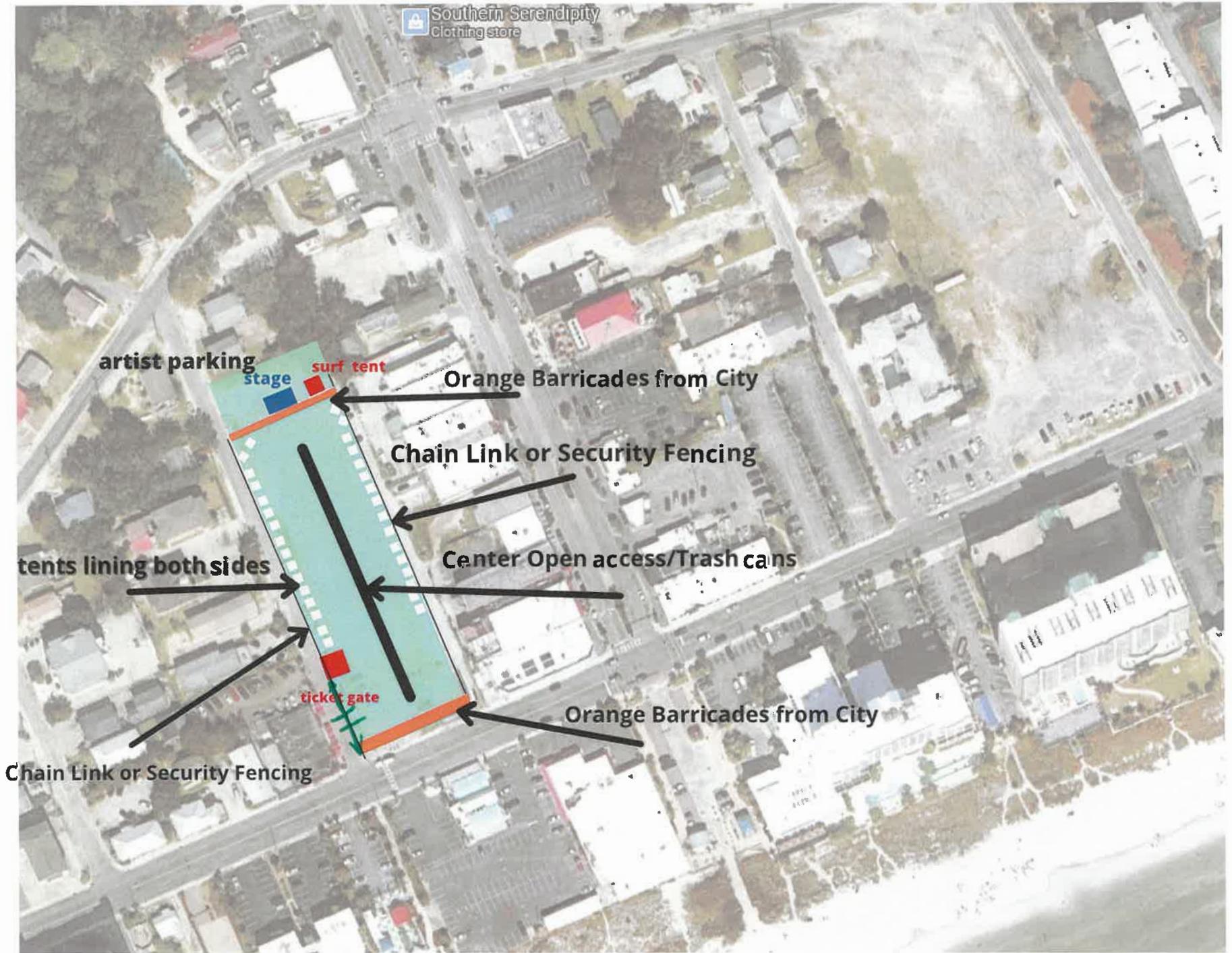
Mailing Information

*The original application should be clearly printed or typed and mailed to City of North Myrtle Beach, Attention: Administration, Event/Festival Application, 1018 2nd Avenue S, North Myrtle Beach, SC 29582.*

Anyone with questions should call Allison Galbreath at 843-280-5604.

Email not displaying correctly? [View it in your browser.](#)

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artist parking

stage

surf tent

Orange Barricades from City

Chain Link or Security Fencing

tents lining both sides

Center Open access/Trash cans

ticker gate

Orange Barricades from City

Chain Link or Security Fencing