

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: September 15, 2025

Agenda Item: 5B	Prepared for: Ryan Fabbri, City Manager
Agenda Section: Consent: Motion to Approve	Date: August 21, 2025
Subject: Sniffari on the Strand	Division: Administration

Background:

The Humane Society of North Myrtle Beach is requesting approval for Sniffari on the Strand, a fundraiser on November 15, 2025. The event will be held between the hours of 9:00 AM and 11:00 AM. Set-up will begin at 7:00 AM and dismantling will begin at 11:00 AM.

Please see attached application and map.

All applicable departments have signed off on the special event either 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

Council Action:

Motion By _____ 2nd 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: _____

Event Date(s)	<i>Field not completed.</i>	
Total Expected Attendance	200	
Location	Horseshoe on Main Street and the Beach	
Event Hours	9:00 AM - 11:00 AM	
Set-Up Hours	7:00 AM - 9:00 AM	P&R to drop off barricades Friday night. Police to put up barricades at 3 AM
Dismantle Hours	11:00 AM - 12:00 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	Horseshoe will be closed	
Date / Time Closed	11.15.2025 3 AM	
Date / Time Opened	11.15.2025 12 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
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Has State Permit been applied for or received?	N/A
Will items or services be sold at the event?	Yes
Please describe.	Humane Society Merchandise
Will there be musical entertainment at your event?	No
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	5
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?	N/A
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?	N/A

Will you require the use of City electricity? No

Will you require the use of City water? No

Will you require Traffic Control? No

Will you require the use of City Personnel for trash removal? No

Please list any other services you are requesting from the City of North Myrtle Beach. *Field not completed.*

IV. Fees & Proceeds

Is the sponsoring organization a "tax exempt, non-profit" organization as defined by the Internal Revenue Service (IRS)? Yes

Will admission fees be charged to attend the event? Yes

Please provide the amount(s). \$25 registration fee to do the sniffari walk on the beach.

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)?

V. Event Site Map

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

Attach a site map of the [map of the walk.pptx](#)
proposed event site
indicating the locations
of the following items:

VI. Security

Will this event require security to handle the event? No

VII. Page Information

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

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.

VIII. Affidavit

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.

Electronic Signature Agreement I agree.

Electronic Signature Sue Pantano

Date 8/20/2025

Name of Applicant Sue Pantano

Title Business Manager

Applicant Email 

On the Beach

Participants will walk ½ mile out and back. We will set up enrichment stations for people walking with dogs

Horseshoe stage

Parking lot

HSNMB Bus with shelter
animals, packet pickup
for participants,
presenting sponsor table

Request that there be a barricade to the parking lot