

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: January 5, 2026

Agenda Item: 5C	Prepared for: Ryan Fabbri, City Manager
Agenda Section: Consent: Motion to Approve	Date: December 29, 2025
Subject: 36 th Annual St. Patrick’s Day Festival	Division: Administration

Background:

The City of North Myrtle Beach Parks and Recreation Department is requesting approval for the 36th Annual St. Patrick’s Day Festival on March 14, 2026. The event will be held between the hours of 11:00 AM and 4:00 PM. Set-up will begin at 5:30 AM and dismantling will begin at 4:00 PM.

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
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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: _____

Special Event / Festival Permit Application

Instructions

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.

I. Applicant & Sponsoring Organization Information

Sponsoring Organization Name City of North Myrtle Beach Parks and Recreation

Chief Officer of Organization Matt Gibbons

Applicant Name Angel Sylvester

Address 1030 Possum Trot Road NMB

Daytime Phone Number 

Evening Phone Number *Field not completed.*

Fax *Field not completed.*

On-Site Contact Person Angel Sylvester

Pager / Cell Phone Number 

Is the city a co-sponsor? Yes

What is the name of the city contact person? Angel Sylvester

II. Event Information

Event Name 36th Annual St Patrick's Day Festival

Purpose of Event To draw people to NMB and celebrate Irish heritage. Also to promote NMB as a vacation destination for years to come.

Event Date(s) 3/14/2026

Event Date(s) *Field not completed.*

Total Expected Attendance 35,000+

Location Main Street NMB b/w Ocean Blvd and Cedar Ave

Event Hours 11:00 AM - 4:00 PM

Set-Up Hours 5:30 AM - 9:00 AM

Dismantle Hours 4:00 PM - 6:00 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 Main Street from Cedar Ave to Ocean Blvd

Date / Time Closed 3/14/2026 5:30 AM

Date / Time Opened 3/14/2026 6:00 PM

Street Two Corner of Oak Drive and Pine Ave closed to Main Street

Date / Time Closed 3/14/2026 5:00 AM

Date / Time Opened 3/14/2026 6:30 PM

Street Three *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

Street Four *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

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. Arts, crafts, food, resell items and nonprofit vendors.

Will there be musical entertainment at your event? Yes

Number of Stages 3

Number of Bands 9

Type(s) of Music variety

Time Music Will Start & Stop 11:00 AM - 4:00 PM

Name of Band(s) variety

Will there be any tents or canopies at the proposed event site? Yes

Number of Tents 130+

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? Yes

Please describe. various festival foods

Have South Carolina Department of Health and Environmental Control (DHEC) requirements been met? Yes

Permit Number DHEC will be notified of food vendors participating.

Will you provide portable toilets for the general public attending the event? Yes

Number of Portable Toilets 30

Number of Americans with Disabilities Act (ADA) Accessible Toilets 8

Will you require the use of City electricity? Yes

Will you require the use of City water? Yes

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. Parks and Grounds for barricades and set up.

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? No

Will fees be charged to vendors to participate in this event? Yes

Please provide the amount(s). \$10 - \$325

If the sponsoring organization is not a "tax exempt, non-profit" organization, will donations be made to N/A

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 [St Pats Festival layout.pdf](#)
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 Angel Sylvester

Date 12/3/2025

Name of Applicant Angel Sylvester

Title Special Events Manager

Applicant Email 

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.



