

**REQUEST FOR CITY COUNCIL CONSIDERATION**

Meeting Date: April 19, 2021

Agenda Item: 5D	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: April 6, 2021
Subject: Fourth Annual Kite Festival	Division: Administration

**Background:**

Kite Brothers, Inc. is requesting to hold their Fourth Annual Kite Festival on Saturday, October 23 and Sunday, October 24, 2021 between the hours of 11:00 am and 4:00 pm. Set-up would begin at 8:00 am and dismantling would begin at 4:00 pm each day.

Please see original application attached.

All applicable departments have signed off on the special event via email.

Kite Brothers is aware that the following conditions shall apply for both event days:

1. The kites shall not be flown above 400 feet
2. The kites shall not be flown in a manner which could interfere with banner planes
3. The horseshoe shall not to be closed or blocked in any way
4. The event area shall not block access to the public beach or to any homes or businesses in the area

**Recommended Action:**

Approve the Festival and Special Event Application

Reviewed by Department Head	Reviewed by City Manager	Reviewed by City Attorney
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
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 sent to Risk Manager: \_\_\_\_\_

# Print

## Special Event / Festival Permit Application - Submission #95

Date Submitted: 1/4/2021



### Instructions

To apply for a 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.

### Sponsoring Organization Name

Klig's Kites

### Chief Officer of Organization

Richard Kligman

### Applicant Name

Lauren Kligman

### Address

811 C Seaboard St

### Daytime Phone Number

8434487881

### Evening Phone Number

### Fax

### On-Site Contact Person

Richard Kligman

### Pager / Cell Phone Number

8434575136

This person must be in attendance for the duration of the event and until the last vendor leaves and immediately available to City officials.

Is the city a co-sponsor?

Yes

No

N/A

What is the name of the city contact person?

Event Name

4th Annual Kite Festival

Purpose of Event

To Fly Kites and Have Fun

Event Date(s)

10/16/2021

10/17/2021

—

Total Expected Attendance

Location

North Myrtle Beach on the Horseshoe, down on Main Street

Event Hours

11:00 AM

04:00 PM

—

Set-Up Hours

08:00 AM

11:00 AM

—

Dismantle Hours

04:00 PM

05:30 PM

—

Includes same-day clean-up of all trash and debris generated by event.

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

Specify Between X and Y Streets

Date / Time Closed

mm/dd/yyyy

hh:mm am/ƚ

Date / Time Opened

mm/dd/yyyy

hh:mm am/ƚ

mm/dd/yyyy

—

hh:mm am/ƚ

mm/dd/yyyy

—

hh:mm am/ƚ

**Street Two**

Specify Between X and Y Streets

**Date / Time Closed**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Date / Time Opened**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Street Three**

Specify Between X and Y Streets

**Date / Time Closed**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Date / Time Opened**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Street Four**

Specify Between X and Y Streets

**Date / Time Closed**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Date / Time Opened**

mm/dd/yyyy hh:mm am/ƚ  
mm/dd/yyyy —  
hh:mm am/ƚ

**Does the event involve the sale of alcoholic beverages?**

- Yes
- No
- N/A

**Please describe.**

\_\_\_\_\_

**Has State Permit been applied for or received?**

- Yes
- No
- N/A

**Will items or services be sold at the event?**

- Yes
- No
- N/A

**Please describe.**

Kites, etc

**Will there be musical entertainment at your event?**

- Yes
- No
- N/A

**Number of Stages**

\_\_\_\_\_

**Number of Bands**

\_\_\_\_\_

**Type(s) of Music**

\_\_\_\_\_

**Time Music Will Start & Stop**

hh:mm am/p

hh:mm am/p

—

**Name of Band(s)**

\_\_\_\_\_

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

- Yes
- No
- N/A

**Number of Tents**

1 to 2

**Will any tent be over 30 by 30 feet in the area?**

- Yes
- No

How many?

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Will there be any fireworks associated with this event?

Yes

No

N/A

Name of Fireworks Company

Phone Number

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Has City Permit been applied for or received?

Yes

No

N/A

Will food be served at this event?

Yes

No

N/A

Please describe.

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

Yes

No

N/A

Permit Number

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

- Yes
- No
- N/A

**Number of Portable Toilets**

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

**Will you require the use of City electricity?**

- Yes
- No
- N/A

**Will you require the use of City water?**

- Yes
- No
- N/A

**Will you require Traffic Control?**

- Yes
- No
- N/A

**Will you require the use of City Personnel for trash removal?**

- Yes
- No
- N/A

**Please list any other services you are requesting from the City of North Myrtle Beach.**

Speakers and Mic

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

- Yes
- No
- N/A

**Will admission fees be charged to attend the event?**

- Yes
- No
- N/A

**Please provide the amount(s).**

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

- Yes
- No
- N/A

Please provide the amount(s).

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If the sponsoring organization is not a "tax exempt, non-profit" organization, will donations be made to any charitable organization(s)?

- Yes
- No
- N/A

Please list the names of the organization(s) and the expected amount of donation.

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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 proposed event site indicating the locations of the following items:

Choose File | No file selected

1. Fencing, Barriers and/or Barricades, 2. Gates or Points of Admission, 3. Scaffolding, Bleachers, Stages or Related Structures, 4. Alcohol Outlets, 5. Food and Beverage Vendors, 6. Portable and Permanent Toilets, 7. First Aid Facilities, 8. Canopies or Tent Locations, 9. Trash Receptacles or Dumpsters, 10. Locations(s) of Portable Generator(s), 11. Points of Connection to City Water, 12. Points of Connection to City Electric, 13. Tables and Chairs, 14. Vehicles and/or Trailers, 15. Location of Vendor Parking, 16. Other Components Not Covered Above, 17. Amusement or Carnival Type Rides

Will this event require security to handle the event?

- Yes
- No
- N/A

Security Source

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Address

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On-Site Contact

Phone Number

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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.

Advance cancellation notice required: If this event is cancelled, please call 843-280-5555 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 certify that the information contained in the foregoing application is true and correct to the best of my knowledge. That I have read, understand and agree to abide by the rules and regulations governing the proposed Special Event established by the City Council and/or the City Manager or the City Manager's designee. I agree to abide by these rules, and further certify that I, on behalf of the organization, am also authorized to commit that organization, and therefore agree to be financially responsible for any costs and fees that may be incurred by or on behalf of the Event by the City of North Myrtle Beach.



I agree.

**Electronic Signature**

Lauren Kligman

**Date**

1/4/2021

**Name of Applicant**

Lauren Kligman

**Title**

Manager

**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 Debbie Brown at 843-280-5555.

Google Maps



Imagery ©2021 Maxar Technologies, U.S. Geological Survey, USDA Farm Service Agency, Map data ©2021

100 ft

Google