

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: June 21, 2021

Agenda Item: 5	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: June 8, 2021
Subject: 9-11 Memorial	Division: Administration

Background:

The North Myrtle Beach Lions Club is requesting approval for their 9-11 Memorial Vigil. This event is to be held on Saturday, September 11, 2021 between the hours of 6:30 PM and 8:00 PM. Set-up will begin at 2:45 PM and dismantling will begin at 8:00 PM. The event will take place on Main Street. The City is a co-sponsor.

Street closings will be as follows: Main Street between Hillside Drive and Ocean Boulevard, Ocean Boulevard between 1st Avenue South and 1st Avenue North from 6:00 PM until 9:00 PM; and the Horseshoe from 2:45 PM until 9:00 PM.

Please see attached information sheets.

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

Recommended Action:

Approve the Festival & 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: _____

From: noreply@civicplus.com
To: [Galbreath Allison K](#); [Fellner Micki C](#); [Bullard, John](#)
Subject: Online Form Submittal: Special Event / Festival Permit Application
Date: Wednesday, May 19, 2021 7:28:13 PM

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 NMB LIONS Club

Chief Officer of Organization President

Applicant Name Nils Regnell

Address 124 Retyreat Place, Little River, SC 29566

Daytime Phone Number 843-399-7923

Evening Phone Number 843-399-7923

Fax *Field not completed.*

On-Site Contact Person Nils Regnell

Pager / Cell Phone Number 603-769-9363

Is the city a co-sponsor? Yes

What is the name of the city contact person? Kaitlyn Hobby

II. Event Information

Event Name 9-11 Memorial

Purpose of Event Honoring the memory of the victims and first responders of the tragedy of September, 11, 2001

Event Date(s) 9/11/2021 - 9/12/2021

Total Expected Attendance 3000

Location Horseshoe on Main Street

Event Hours 6:30 PM - 8:00 PM

Set-Up Hours 2:45 PM - 6:00 PM

Dismantle Hours 8:00 PM - 9:00 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 btween Hillside and ocean blvd

Date / Time Closed 9/11/2021 6:00 PM

Date / Time Opened 9/11/2021 7:00 PM

Street Two *Field not completed.*

Date / Time Closed *Field not completed.*

Date / Time Opened *Field not completed.*

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?	No
Will there be musical entertainment at your event?	Yes
Number of Stages	1
Number of Bands	1
Type(s) of Music	patriotic
Time Music Will Start & Stop	6:00 PM - 8:00 PM
Name of Band(s)	NMB Community band
Will there be any tents or canopies at the proposed event site?	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?	No
Will you require the use of City electricity?	Yes
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? 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? No

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)? N/A

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 proposed event site indicating the locations of the following items: *Field not completed.*

VI. Security

Will this event require security to handle the event? N/A

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 843-280-5555 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 agree.

Electronic Signature Nils Regnell

Date 5/19/2021

Name of Applicant Nils Regnell

Title President

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.

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

All e-mail correspondence to and from this address may be subject to public disclosure under the South Carolina Freedom of Information Act (FOIA). This correspondence is intended exclusively for the individual

911 Assignments

Legend
Untitled Path



911 Memorial Vigil

Barricade Placement

Legend
1 Detour



Detour Left

Detour Right

911 Motor Route

Legend
Untitled Path

