

REQUEST FOR CITY COUNCIL CONSIDERATION

Meeting Date: February 7, 2022

Agenda Item: 5E	Prepared for: Mike Mahaney, City Manager
Agenda Section: Consent: Motion to Approve	Date: January 3, 2022
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 7, 2022. The City of North Myrtle Beach will be a co-sponsor of the event.

The event will be held from 9:30 AM until 5:00 PM. Set up will begin at 7:00 AM. Dismantling will take place from 7:00 PM to 8:00 PM.

Please see original application, map, and list for street closures attached.

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

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: _____

Galbreath Allison K

From: noreply@civicplus.com
Sent: Monday, January 3, 2022 11:33 AM
To: Galbreath Allison K; Fellner Micki C; Bullard, John
Subject: Online Form Submittal: Special Event / Festival Permit Application

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 Ocean Drive Beach Music Festival, LLC

Chief Officer of Organization Jessica Worley

Applicant Name Ocean Drive Beach Music Festival, LLC - Jessica Worley

Address PO Box 4487 North Myrtle Beach, SC 29597

Daytime Phone Number 843-333-7811

Evening Phone Number 843-333-7811

Fax *Field not completed.*

On-Site Contact Person Jessica Worley

Pager / Cell Phone Number 843-333-7811

Is the city a co-sponsor? ~~NO~~ Yes

II. Event Information

Event Name Ocean Drive Beach Music Festival

Purpose of Event Bring beach music fans to the area as the kick-off to the summer. The event date is May 7th only.

Event Date(s) 5/7/2022 - 5/8/2022

Total Expected Attendance	3000
Location	90 S. Ocean Blvd. North Myrtle Beach, SC 29582
Event Hours	9:30 AM - 5:00 PM
Set-Up Hours	7:00 AM - 7:00 PM
Dismantle Hours	7:00 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
Date / Time Closed	5/7/2022 6:00 AM
Date / Time Opened	5/7/2022 7:00 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?	No
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	3
Type(s) of Music	Beach Music
Time Music Will Start & Stop	11:00 AM - 5:30 PM
Name of Band(s)	Gary Lowder and Smokin Hot, Band of Oz and Coastline Band
Will there be any tents or canopies at the proposed event site?	Yes
Number of Tents	40
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.	Food orders received and provided by OD Arcade
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	3
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.	Requesting the use of additional trash cans and barricades. approximately 30 cans

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).	\$25.00
Will fees be charged to vendors to participate in this event?	No
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.

Organization has not be chosen yet, but will give 10% of sales to organization of choice.

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:

[festival-2022.pdf](#)

VI. Security

Will this event require security to handle the event?

Yes

Security Source

On Staff Security Team

Address

Field not completed.

On-Site Contact

Bo Gilbert

Phone Number

678-447-7224

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	Jessica G Worley
Date	1/3/2022
Name of Applicant	Jessica Worley
Title	<i>Field not completed.</i>
Applicant Email	jessica@949thesurf.com

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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Southern Serendipity
Clothing store

artist parking stage

surf tent

tents lining both sides

ticket gate

