

## **EVENT PERMIT**



Ordinance 14-15

## PAPPANO / ROBINSON WEDDING

PERMIT NUMBER:

TMP2016-00062

Date(s) of Event:

April 1, 2016 from 6:00pm-11:00pm and April 2, 2016 from 3:15pm-4:15pm

Property Owner:

LEE COUNTY

Applicant:

PAM PAPPANO

Contact: PAM PAPPANO

Description:

Rehearsal dinner at Crowninshield House on April 1, 2016 from 6:00pm-11:00pm

Pictures on Banyan Street April 2, 2016 from 3:15pm-4:15pm

Location of event:

131 1ST ST W BOCA GRANDE 33921

BOCA GRANDE CROWNINSHIELD HOUSE AND BANYAN

STREET\*\*\*847-208-4019

Will the event be attended by 1000 or more people?

No

Will the event be held on County Owned Property?

Yes

Will there be alcohol consumed or sold at the event?

Yes

Will a bond be posted for this event?

No

#### Permit Conditions:

- \* Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- \* The premises is to be left in the same condition as it was prior to the event.
- \* The permit is to be readily available for inspection during the entire event.
- \* If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners

Lee County, Florida

County Manager

Date



## **Event Application**

Special Event

Use of County Property Alcohol within Lee County Facilities

Film, Video & Photography



## **Event Application**

Check the appropriate box(es) be	low:
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- F SPECIAL EVENT PERMIT
- □ USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SEXIXAINCX CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

Section I - GENERAL IN	FORMATION (All Permit Types)
Title of Event / Name of Production	PAPPANO / ROBINSON WEDDING
Date(s) of Event / Production:	APRIL 1st, 2016 & APRIL 2nd, 2016
Location(s) of Event:	CROWNINSHIELD HOUSE - APRIL 1st, 2016 BANYAN STREET, BOCA GRANDE - APRIL 2nd,2016
Name of Applicant:	PAM PAPPANO
Applicant Address:	4511 SHORE LANE BOCA GRANDE, FL 33921 (P.O. BOX 306)
Applicant Phone Number:	1-847-208-4019
Contact Person: (If different from applicant)	
Contact Phone Number: (If different from applicant)	
Email Address:	PSPAPPANO@GMAIL.COM
Estimated Attendance:	160
Event Description: nclude each activity, when activities take place, etc.	REHEARSAL DINNER AT CROWNINSHIELD HOUSE ON APRIL 1st, 2016 FROM 6:00P - 11:00P PICTURES ON BANYAN STREET ON APRIL 2nd, 2016 FROM 3:15 - 4:15
lours of Operation:	SEE ABOVE
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	Lee County

<sup>\*</sup>Notarized statement from the property owner specifically consenting to the proposed use required.



## Fill out the following questions for allpermit types:

What is the Zoning Classification of the premises? DOT Right of Way / Public Facility
Are any temporary structures to be installed for the event?   Yes   No Type:
Do you have the appropriate permits for the temporary structures?
* For a 'Special Event' and 'Use of County Property' permit, submit a site plan with all proposed facilities and activities indentified, including all parking areas.
Insurance Company Insuring the Event: ITALIANO INSURANCE
Note: Certificate of Insurance must be submitted at time of application
Surety Company Bonding this Event (Name and Address):
Will Vehicles be Used as Part of This  Event?  Will Food be Available at this Event?  Will Alcoholic Beverages be served/consumed at this Event?
「Yes IX No IX Yes ☐ No
If yes, automobile coverage must be included on the certificate of insurance.  If yes, products liability coverage must be included on the certificate of insurance.  If yes, liquor liability coverage must be included on the certificate of insurance.
Name & Address of Organization Providing Food:  NOT SURE AS OF YET
Type of Food being Served:
Section II - USE OF COUNTY PROPERTY PERMIT
Organization Sponsoring the Event:
ill out this portion for applications for Solicitation in the County Rights-of-Way:
Name of Charity:
Address of Charity:
Phone Number:
Ion-profit certificate/registration number:
roof of registration with the Dept. of Agriculture & Consumer Services \$496.405 or proof the arganization is exempt from the consumer Services.
Section III - SALE/CONSUMPTION OF ALCHOLIC BEVERAGES PERMIT
alcohol being sold/consumed on County Property?  — Yes  — No  Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.
on-profit certificate/registration number:
rase note: A permit from the State of Florida Division of Alcoholic Beverages and Tobacco may also be required; please call (239) 344-0885 for ther details
Commercial



#### Section IV - FILM / VIDEO / PHOTOGRAPHY PERMIT Type of Production (choose all that apply): TV Movie or Special TV Series / Pilot TV Commercial Still Photos Public Service Announcement | Industrial / Documentary | Other: Will any of the following be needed or included\*? Street Closure Yes T No :Traffic / Crowd Control Yes ☐ No Fire or Burning T Yes [ No Explosives or Pyrotechnics Yes Mo. Animals, Large or Small | Yes ☐ No Construction of Any Kind T Yes ☐ No Large and/or Numerous Vehicles-Yes ☐ No Helicopters, Boats, etc. ☐ Yes T. No Stunts Yes No Other Yes - No \* For any marked Yes, provide further details below: Special Parking Requirements: City or County Services Required: (Personnel, equipment, facilities, etc.) The following information is required for local and state records on production in Florida to track the economic impact of the industry. If exact figures are not available, please estimate as closely as possible. Number in Cast: Number in Crew: Number of locals hired: Total budget: Estimate amount spent in Lee County:

Page | 3

Number of shooting days:

Hotel room nights:

number of rooms x number of nights

#### Applicant Agreement - Signature Required



#### **SECTION V - AGREEMENT**

The Applicant agrees that Lee County can, at its sole discretion, terminate and cancel its permit to use Lee County property at any time without prejudice. Applicant further agrees to walve, release, save and hold harmless Lee County from any and all claims, demands or cause of actions based upon Lee County's cancellation or termination of said permit.

The Applicant agrees that the Lee County permit does not provide Applicant with any property rights in the County property in question or in the permit itself.

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge.

Signature of Applicant

Print Name of Applicant and Title



#### LEE COUNTY SHERIFF'S DEPARTMENT 14750 SIX MILE CYPRESS PARKWAY FORT MYERS,FLORIDA33912 (239) 477-1199

Check the appropriate box(es) below:

SPECIAL E	VENT PERMIT	
IX USE OF CC	DUNTY PROPERT	Y PERMIT
▼ PERMIT TO	SELL AND CON	SUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
FILM PERM		The second secon
,		
AFTER REVIEWING THE WILL REQUIRE THE APP	APPLICATION, LICANT TO COM	PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION IPLY WITH FOR THEIR EVENT.
Parking:	In authorized park	king areas only.
	The state of the s	:
	I	
Deputies (How Many?):	closed. This is for t	h Parks and Recreation rules, two deputies must be assigned to Banyan St. while it is the safety and well being of participants. Street must be cleared and open as soon as g the event.
Fee for Services:		
		* 111 Entermination of course source and course source
Special Arrangements:	None.	
	Print Name:	Capt. Scott Lucia
	Print Name: Signature:	Capt. Scott Lucia  Copher jugand by Capt. Scott and Ca

1 February 2016

Date:



#### **FIRE DEPARTMENT**

The Fire Department serving the area where the event is to be held signs this form.

Please see User's Guide for contact information and Fire District Map.

- **F** SPECIAL EVENT PERMIT
- **IX** USE OF COUNTY PROPERTY PERMIT
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Fire Guards (How Many?)		None
Fee for Services:		None
Flammable Vegetation:		None
First Aid Equipment:		
		None
Fire Extinguishing:		None
Special Arrangements:	and all objects t	EMERGENCY access on Benyan St, is required. Be prepared to move any from the street to allow emergency vehicle access. Any damage to BGFD naking access to emergency will be the responsibility of the permit holder.
		In case of emergency - DIAL 911
	Print Name:	C.W. Blosser
	Signature:	CAL
	Title:	Fire Chief
	Date:	01/29/2016



#### EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY 14752 SIX MILE CYPRESS PARKWAY FORT MYERS, FL 33912 (239) 533-3911

Check the	appropriate	box(es)	below:
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SPECIAL EVENT PERMIT

□ USE OF COUNTY PROPERTY PERMIT

FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Tuesday and For West	TNI/A	· contraring the second contraring to the contra	The state of the s	
Treatment Facilities:	N/A			
Mardinal Dames				
Medical Personnel:	N/A			
Madia I Complete	N/A			2 2 40 5 26 6 8
Medical Supplies /	N/A			
Equipment:			8	
	J		ž	
Safety Requirements:	N/A	-	· · · · · · · · · · · · · · · · · · ·	
		,		¥
	1	B - 4	*	
Fee for Services	N/A	· · · · · · · · · · · · · · · · · · ·		
Charles Annancement	INI/A			***************************************
Special Arrangements:	N/A			
		* ************************************		
	Print Name	Benjamin Abes		
	Time Name.			-
	Signature:	Benjamin Abes	Digitally signed by Benjamin Abes  ON: on-Benjamin Abes, on-twe County, ou=Public Safety, email-benjamin Abes, on-twe County, ou=Public Safety, email-benjamin Abes, on-two County, Date: 2016.01.29 11.09:00 - 0.500"	γ.
	Title:	Chief		
	Date:	Jan 29, 2016		-



#### DEPARTMENT OF TRANSPORTATION 1500 MONROE STREET FORT MYERS,FL33901 (239) 533-8580

Check the appropr	iate box(es) b	elow:		
☐ SPECIAL E	VENT PERMIT			
区 USE OF CO	DUNTY PROPERT	YPERMIT		
R PERMIT TO	SELL AND CON	SUME ALCOHOLIC BE\	ERAGES WITHIN LEE COUN	TY FACILITIES
FILM PERM	MIT			
AFTER REVIEWING THE WILL REQUIRE THE APP	APPLICATION, LICANT TO COM	PLEASE INDICATE BEL	OW WHAT ARRANGEMENT	rs your organization
Parking:	Parkin designate prohibited.	d areas. No event parking	on Lee County road rights-of-wa	y where parking is
3				:
Ingress and Egress:	Use all established	d means of ingress and eg	ress.	
				endinery was
Special Arrangements:	Ilsa Lea County St	periff's Office for assistance	with traffic control as needed.	
opecial Arrangements.	ose zee county si	Term 3 Office for assistance	; with traffic control as needed.	
,	No.			
	2			
I			· · ·	
			9	
	Print Name:	Bryan Miller		
* 18	Signature:	Bryan D. Miller	Digitally signed by Bryan D. Miller Date: 2016,02.03 09:31:59 -05'00'	
	Title:	Senior Project Manager		

February 3, 2016

Date:



#### LEE COUNTY PARKS AND RECREATION 3410 PALM BEACH BOULEVARD FORT MYERS,FLORIDA33916 (239) 533-7275

Check the appropriate box(es) below	Check	the	appro	oriate	box	(es)	below
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- SPECIAL EVENT PERMIT
- IX USE OF COUNTY PROPERTY PERMIT
- PERMIT TO SELL AND CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Illumination:

No open flames aloud on premises. Any additional lighting must be provided by permit holder.

No illumination on trees or bushes On Banyan Street

Parking Areas:

Use Community House parking lot and existing parking at the Boca Grande Community Park and Center

#### Special Arrangements:

- Must follow all Banyan Street Wedding guidelines set forth by Lee County Parks and Recreation and stay on County property at all times
- All trash must fit into two 90 gallon garbage containers provided by the Community House.
- Must provide insurance with Lee County BOCC being additionally insured and adhere to all rules and guidelines set forth by the Loise DuPont Crowninshield House representative.
- Alcohol must be contained within the boundary of the Louise DuPont Crowninshield House.
- Lee County Parks & Recreation Director or Deputy Director approves this alcohol permit (2 permits already granted at the Boca Grande Community Park) by signing below.

Print Name:	Alise Flanjack	Joe Wier
Signature:	Alise Flanjack	Egically rigorably After Flatics. Disconsillar Florids, and as County Parks and Recreation, ou, answering References, OS. Quest 2016.01.29 15:1115-05:007
Title:	Deputy Director	Supervisor
Date:	1/29/16	1/28/16



# LEE COUNTY RISK MANAGEMENT COUNTY ADMINISTRATION BUILDING - 4<sup>TH</sup> FLOOR 2115 SECOND STREET FORT MYERS,FLORIDA33901 (239) 533-2221

	(257) 555-2221	
Check the appropria		
F SPECIAL EVE		
	JNTY PROPERTY PERMIT	
₹ PERMIT TO ;   FILM PERMI	XECKAMO CONSUME ALCOHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES T	
AFTER REVIEWING THE A	APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION CANT TO COMPLY WITH FOR THEIR EVENT.	זכ
Insurance Requirements:	Commercial general liability insurance with minimum limits of One Million Dollars \$1,000,000 per occurrence to protect against bodily injury and/or property damage relative to applicants use of aforementioned event within Lee County.	
	In addition, Host Liquor Liability insurance will be required with minimum limits of One Million Dollar (\$1,000,000) per occurrence. Should Host Liquor Liability coverage be afforded under the Commercial General Liability policy, minimum acceptable limits will be Two Million Dollars (\$2,000,000) aggregated.	a
Special Arrangements:	A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County Board of County Commissioners, P.O. Box 398, Fort Myers, FI 33902 as the certificate holder and as an additional insured.	hustd
	Subject to proof of insurance.	
v 8 0	, * · · · ·	
	Print Name: Mike Figueroa	
	Signature:	
	Title' Rick Program Manager	

January 28, 2016

Date:

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PO BOX 1408			P)	lone /C, No, Ext):	(941) 964-0	1400 FAX	. (5	941) 964-0595	
BOCA GRANDE, FL 33821-1406			AL	MAIL	Patricia@it	allanoinsurance.com			
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INSURED SPRATS AND RECREATION DROUGERS ASSOCIATION AND RECREATION AND					SURERA: U.S. Fire Insurance Company				21113
	INSURED SPORTS AND RECREATION PROVIDERS ASSOCIATION (PURCHASING GROUP) AND ITS PARTICIPATING MEMBERS:				INSURER B :				and the second second
DANIEL & PAMELA PAPPANO					SURER C (	-			
1003 MICHIGAN AVE					BURERD (				
WILMETTE, IL 60091				INE	URER E :		1		1
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DESCRIPTION OF OPERATIONS / LOCATIONS / VEHIC Proof of Wedding Liability Insurance. Certifi	Les () Čete	Attach. Holde	ACORD 181, Additional Remarks Sch ar is named as additional insu	hedulo, it r ired with	more space is re respect to th	quired) ne operations		<del>~~~~~~~~</del>	
CERTIFICATE HOLDER				CANCE	ELLATION				
EE COUNTY BOARD OF COUNTY C	OM	VIISS		SHOUL	D ANY OF T	ie above de	SCRIBED POLICIES BE CA	NCFI I	ED BEFORE
O BOX 398				11100 1	eapina Hon	DATE THEF	LEGE. NOTICE WILL BE	DE	LIVERED IN

FORT MYERS, FL 33902

AUTHORIZED REPRESENTATIVE

Italiano Insurance

ACORD 25 (2010/05)

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LCSO Details Main Phone Number: 239-477-1199							
Vendor Information							
Business Name: Pam Pappano							
Street: 4511 Shore Lane							
City: Boca Grande State: FL Zip Code: 33921							
Business Contact: Pam Pappano Phone: 847-208-4019							
Email Address: pspappano@gmail.com							
Event Information							
Detail Location: Banyan Street							
Street:							
City: Boca Grande State: FL Zip Code: 33921							
Contact During Event: Pam Pappano Phone: 847-208-4019							
Event Date: 4/2/16 Event Time: 1430-1830							
Anticipated Crowd Size: unk Type of Event: Wedding Photos							
Additional Security Working Detail: Yes V No If Yes, how many?							
Permits Attached: Yes No Alcohol Served: Yes No							
Detail Information							
Security Traffic Prisoner Transport							
Escort Holiday Funeral Escort							
Last Minute Stand-by							
Marked Vehicle Yes No Unmarked Vehicle Yes No							
Uniformed Deputy Yes No Plain Clothes Deputy Yes No							
Detail Description:							
Road will be closed for wedding pictures. Deputy will position on Banyan Street between Park and Gilchrist to close the road. Four hour minimum applies. Payment is due one month prior to the date of the event.							
12. 12. 12. 12. 13. 13. 13. 13. 13. 13. 13. 13. 13. 13							



# Mike Scott Office of the Sheriff



## State of Florida County of Lee

#### Extra Duty Detail Request Form

Please fill out the Extra Duty Request form attached to this document completely. All details are a minimum of four (4) hours with the exception of boat details which are a minimum of six (6) hours and a half hour drive time to and from the detail location. When five (5) or more deputies are assigned to an event, a supervisor with the rank of Sergeant or above will be assigned at an upgraded hourly charge. Depending on the type of event or crowd size, it will be at the discretion of the Sheriff's Office to determine the number of deputies needed.

The current detail rat	es are:		
Security	\$40/hr	Traffic	\$50/hr
Funeral Escort	\$40/hr	Security Supervisor	\$50/hr
Escort	\$40/hr	Traffic Supervisor	\$60/hr
Boat	\$40/hr	Civil Stand-by	\$60/hr
Holiday/Last Minute	\$60/hr	Prisoner Transport	\$60/hr

Details are charged a \$15 per deputy vehicle rate. All boat details are charged a \$20 per hour boat rate.

Extra Duty Details will not be provided to any person, firm or organization whose members, business or operations are of questionable nature; or for any event that will discredit the assigned Deputy, Sheriff's Office or County. The Sheriff's Office reserves the right to cancel the detail without notice and to recall the deputy(s) when necessary for community safety.

The Lee County Sheriff's Office will be the only armed personnel at any event where the detail is taking place. Any private security company that is hired to work alongside the Sheriff's Office will be a reputable, licensed and insured company whose employees are State D licensed <u>unarmed</u> security guards. Proof of the signed contract with private security company will be required.

In order to cancel a detail, notice must be given to the Detail Coordinator twenty-four (24) hours prior to the start of the detail either by phone or email. If the cancellation is less than twenty-four (24) hours, a four (4) hour charge per deputy will be billed. In the case of weather, notice of cancellation must be received within two (2) hours of the starting time otherwise a two (2) hour charge per deputy will be billed. In the event of a cancellation after business hours, please call 239-477-1000 and ask to have the on-call Detail Coordinator call you.

Unless otherwise specified, full payment of all details must be received one (1) week prior to the start of the event in the form of a cashier's check, money order, business check or cash. The Lee County Sheriff's Office does not accept credit cards or personal checks. Payments can be sent to: The Lee County Sheriff's Office 14750 Six Mile Cypress Pkwy., Fort Myers, FL 33912 ATTN: Details Unit.

	LEE COUNTY SH	CRIFF'S OFFICE USE ONLY	
Total Deputy(s) 2  Total Cost for Detail \$400	Total Hours 8	Rate per Hour \$40 Vehicle Rate Walve	<u> </u>
Vender Signature		Date	25.



14750 Six Mile Cypress Parkway • Fort Myers, Florida 33912-4406 • (239) 477-1000

Page 1 of 2

LCSO Form 389 (revised 5/1/2015 B.Martin 07-252)

