



EVENT PERMIT

Ordinance 17-08



Shufer/Downing Wedding

PERMIT NUMBER: TMP2025-00261

Date(s) of Event: October 18, 2025 from 3:00pm until 6:00pm

Property Owner: LEE COUNTY

Applicant: Lisa Chin
3125505338

Description: Shufer/Downing wedding ceremony on Banyan Street. Ceremony will take place at 5:00pm, with guest arrival at 4:30pm. Set up including chairs, Chuppah on casters and floral arrangements will take place before ceremony with breakdown following.


Location of event: 131 - 135 1ST ST W, BOCA GRANDE, FL 33921

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 ?	No
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

 10/2/25
County Manager Date



Lee County
Southwest Florida

Event Application

Special Event

Use of
County
Property

Alcohol
within Lee
County
Facilities

Film, Video
&
Photography

TEMP 2025 - 00261

Shufer / Downings Wedding

Lee County Event Permit Application



Event Application

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ USE OF COUNTY PROPERTY PERMIT
☐ PERMIT TO SELL AND CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
☐ FILM PERMIT

Section I - GENERAL INFORMATION (All Permit Types)	
Title of Event / Name of Production	Shufer/Downing Wedding
Date(s) of Event / Production:	10-18-2025
Location(s) of Event:	Banyan Street, Boca Grande, Florida
Name of Applicant:	Franklin Downing
Applicant Address:	2210 Burlington Avenue St.Petersburg, FL 33713
Applicant Phone Number:	716-517-0244
Contact Person: (If different from applicant)	Lisa Chin
Contact Phone Number: (If different from applicant)	312-550-5338
Email Address:	Lisa@elegantewedding.com
Estimated Attendance:	190
Event Description: Include each activity, when activities take place, etc.	This request is for the Shufer/Downing wedding ceremony. The ceremony will take place on Banyan Street at 5:00pm, with guest arrival at 4:30pm. Set up including chairs, Chuppah on casters and floral arrangements will take place before ceremony with break down following ceremony.
Hours of Operation:	3:00pm-6:00pm
STRAP # of Parcel:	
Owner of Premises*:	Lee County

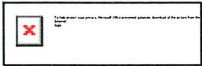
*Notarized statement from the property owner specifically consenting to the proposed use required.

Bigler, Nina

From: Amy Sellers <asellers@sheriffleefl.org>
Sent: Tuesday, September 30, 2025 10:42 AM
To: Bigler, Nina
Subject: RE: Shufer/Downing Wedding

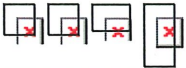
Caution: This email originated from an external source. Be cautious of attachments and links, and do not provide login information. Report suspicious activity to the Service Desk: servicedesk@leegov.com or 533-HELP.

LCSO's page will remain the same.



Amy Sellers

Detail Assistant
Details
O: 239-477-1098
E: asellers@sheriffleefl.org



www.sheriffleefl.org

*****IMPORTANT MESSAGE*****

This message is intended for the use of the person or entity to whom it is addressed and may contain information that is privileged and confidential, the disclosure of which is governed by applicable law. If the reader of this email is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this information is STRICTLY PROHIBITED. If you have received this email by error, please notify us immediately and destroy the related message. This footnote also confirms that this email message has been swept for the presence of computer viruses, worms, hostile scripts and other email-borne network threats. PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials are public records available to the public and media upon request. Your email communications may be subject to public disclosure per Sec. 119 F.S.

From: Bigler, Nina <NBigler@leegov.com>
Sent: Tuesday, September 30, 2025 10:11 AM
To: Amy Sellers <asellers@sheriffleefl.org>; Jennifer Hillery <jhillery@sheriffleefl.org>; EMS Detail <emsdetail@leegov.com>; trafficengineering <trafficengineering@leegov.com>; Snearley, Trever <TSnearley@leegov.com>; RISK <RISK@leegov.com>; bocafire302@comcast.net
Cc: Ennis, Audra <AEnnis@leegov.com>; lisa@elegantewedding.com
Subject: Shufer/Downing Wedding

External Email Alert

This email has been sent from an account outside of the LCSO Systems network.

Please treat the email with caution, especially if you are requested to click on a link, decrypt/open an attachment, or enable macros. For further information on how to spot phishing, Please contact the Help Desk.

Bigler, Nina

From: CW Blosser <bocafire302@comcast.net>
Sent: Tuesday, September 30, 2025 12:37 PM
To: Bigler, Nina
Subject: Re: Shufer/Downing Wedding

Caution: This email originated from an external source. Be cautious of attachments and links, and do not provide login information. Report suspicious activity to the Service Desk: servicedesk@leegov.com or 533-HELP.

Nina,

We are still good with the changes. Thanks for sharing the update.

C.W.

On 09/30/2025 10:11 AM EDT Bigler, Nina <nbigler@leegov.com> wrote:

Good morning,

Please find attached the revised application and updated floor plan for the Shufer / Downing Wedding taking place on October 18, 2025, on Banyan Street. Notable changes include a modified street closure time and adjustments to the event layout. Additionally, the Chuppah has been placed on casters to allow for quick removal in case of an emergency.

Kindly confirm whether your existing approval remains valid or if any revisions are required.



Nina Bigler | Supervisor

Zoning Counter

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

office: (239) 533-8180

Bigler, Nina

From: EMS Detail
Sent: Tuesday, September 30, 2025 2:49 PM
To: Miller, Valerie; Bigler, Nina; ext-Sellers, Amy (sheriffleefl.org); ext-Hillery, Jen (sheriffleefl.org); EMS Detail; trafficengineering; Snearley, Trever; RISK; bocafire302@comcast.net
Cc: Ennis, Audra; lisa@elegantewedding.com
Subject: RE: Shufer/Downing Wedding

Good afternoon,

LC Public Safety/EMS has no issues with the changes. Our approval is still valid.

Thank you,



Douglas Higgins | Captain, EMS

Public Safety

2675 Ortiz Avenue, Fort Myers, FL 33905

office: (239) 533-3635

cell: (239) 672-9651

email: dhiggins@leegov.com

web: www.leegov.com

Connect With Us On Social Med



From: Miller, Valerie <VMiller2@leegov.com>

Sent: Tuesday, September 30, 2025 12:10 PM

To: Bigler, Nina <NBigler@leegov.com>; ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; ext-Hillery, Jen (sheriffleefl.org) <jhillery@sheriffleefl.org>; EMS Detail <emsdetail@leegov.com>; trafficengineering <trafficengineering@leegov.com>; Snearley, Trever <TSnearley@leegov.com>; RISK <RISK@leegov.com>; bocafire302@comcast.net

Cc: Ennis, Audra <AEnnis@leegov.com>; lisa@elegantewedding.com

Subject: RE: Shufer/Downing Wedding

Good afternoon,

Risk has no issues with the changes and no changes to insurance.

Thank you,

Bigler, Nina

From: trafficengineering
Sent: Wednesday, October 1, 2025 6:04 AM
To: Bigler, Nina; ext-Sellers, Amy (sheriffleefl.org); ext-Hillery, Jen (sheriffleefl.org); EMS Detail; trafficengineering; Snearley, Trever; RISK; bocafire302@comcast.net
Cc: Ennis, Audra; lisa@elegantewedding.com
Subject: RE: Shufer/Downing Wedding

DOT has no issues with the changes. Our approval is still valid.



Nathan Thoman | Project Manager

Dept. of Transportation / Traffic Engineering

Email: trafficengineering@leegov.com

o) 239-533-8594

o) 239-533-8537

From: Bigler, Nina <NBigler@leegov.com>
Sent: Tuesday, September 30, 2025 10:11 AM
To: ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; ext-Hillery, Jen (sheriffleefl.org) <jhillery@sheriffleefl.org>; EMS Detail <emsdetail@leegov.com>; trafficengineering <trafficengineering@leegov.com>; Snearley, Trever <TSnearley@leegov.com>; RISK <RISK@leegov.com>; bocafire302@comcast.net
Cc: Ennis, Audra <AEnnis@leegov.com>; lisa@elegantewedding.com
Subject: Shufer/Downing Wedding

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Kindly confirm whether your existing approval remains valid or if any revisions are required.



Nina Bigler | Supervisor

Zoning Counter

Department of Community Development

Bigler, Nina

From: Snearley, Trevor
Sent: Tuesday, September 30, 2025 10:36 AM
To: Bigler, Nina; ext-Sellers, Amy (sheriffleefl.org); ext-Hillery, Jen (sheriffleefl.org); EMS Detail; trafficengineering; RISK; bocafire302@comcast.net
Cc: Ennis, Audra; lisa@elegantewedding.com
Subject: RE: Shufer/Downing Wedding

Parks page is still valid.

Thanks



Trever Snearley, CPRP | Countywide Services Manager

Lee County Parks and Recreation

3410 Palm Beach Blvd. Ft. Myers, FL 33916

cell: (239) 771-1079

email: tsnearley@leegov.com

web: www.leeparks.org

Connect With Us On Social Media



From: Bigler, Nina <NBigler@leegov.com>
Sent: Tuesday, September 30, 2025 10:11 AM
To: ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; ext-Hillery, Jen (sheriffleefl.org) <jhillery@sheriffleefl.org>; EMS Detail <emsdetail@leegov.com>; trafficengineering <trafficengineering@leegov.com>; Snearley, Trevor <TSnearley@leegov.com>; RISK <RISK@leegov.com>; bocafire302@comcast.net
Cc: Ennis, Audra <AEnnis@leegov.com>; lisa@elegantewedding.com
Subject: Shufer/Downing Wedding

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Bigler, Nina

From: Miller, Valerie
Sent: Tuesday, September 30, 2025 12:10 PM
To: Bigler, Nina; ext-Sellers, Amy (sheriffleefl.org); ext-Hillery, Jen (sheriffleefl.org); EMS Detail; trafficengineering; Snearley, Trever; RISK; bocafire302@comcast.net
Cc: Ennis, Audra; lisa@elegantewedding.com
Subject: RE: Shufer/Downing Wedding

Good afternoon,

Risk has no issues with the changes and no changes to insurance.

Thank you,

Valerie Miller | Risk Management Analyst

Risk Management

P.O. Box 398, Fort Myers, FL 33902

Office: 239.533.0834

Fax: 888.242.3233

Email: vmiller2@leegov.com

Web: www.leegov.com

Please send all replies to risk@Leegov.com.

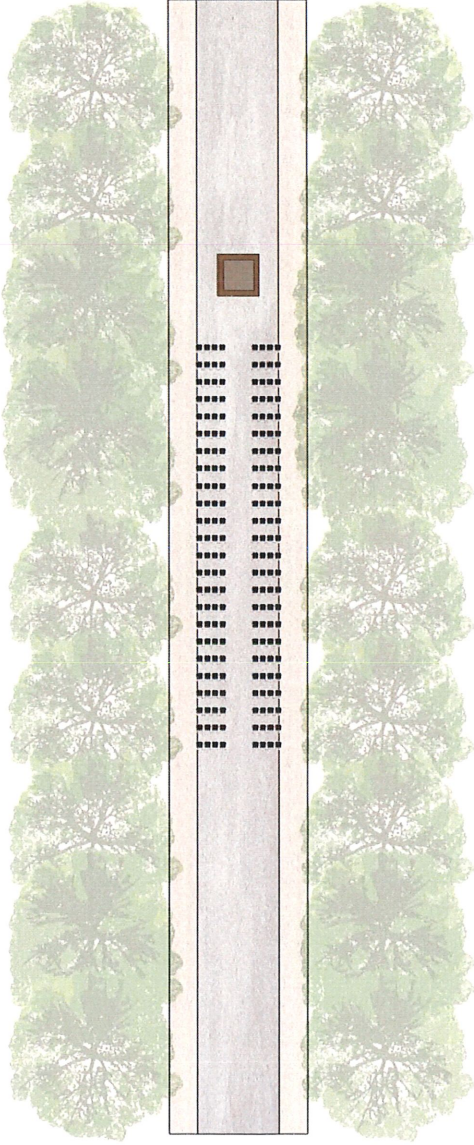


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To: ext-Sellers, Amy (sheriffleefl.org) <asellers@sheriffleefl.org>; ext-Hillery, Jen (sheriffleefl.org) <jhillery@sheriffleefl.org>; EMS Detail <emsdetail@leegov.com>; trafficengineering <trafficengineering@leegov.com>; Snearley, Trever <TSnearley@leegov.com>; RISK <RISK@leegov.com>; bocafire302@comcast.net
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Subject: Shufer/Downing Wedding

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Natural Wood Trellis System with Hidden Castors: 10' x 10' x 10'

- *Structure will be designed with industrial strength wheels for fast and easy relocating.
- *A single person can quickly move the trellis with the glide of the wheels, however, a team of florists, planners, and delivery crew will be on standby in the case of an emergency to relocate within seconds.

Seating: Approximately 192 light-weight bamboo folding chairs (24 rows)

- Plan for 4 chairs on each side of the aisle due to uneven terrain
- If terrain permits, increase to 6 chairs per side

10'–13' clearance maintained on each side of the ceremony trellis for emergency vehicle access

Closure Request: 3:00pm-6:00pm, 10/18/2025





EVENT PERMIT

Ordinance 17-08



Shufer/Downing Wedding

PERMIT NUMBER: TMP2025-00261

Date(s) of Event: October 18, 2025

Property Owner: LEE COUNTY

Applicant: Lisa Chin
3125505338

Description: Shufer/Downing wedding on Banyan Street October 18, 2025, from 12:30PM until 7:30PM
Setup will begin at 12:30PM, guest arrival at 4:30PM, with ceremony starting at 5:00PM, followed by breakdown.


Location of event: 131 - 135 1ST ST W, BOCA GRANDE, FL 33921

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 ?	No
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

 9/9/25
County Manager Date



Lee County
Southwest Florida

Event Application

Special Event

Use of
County
Property

Alcohol
within Lee
County
Facilities

Film, Video
&
Photography

Shufer / Downing Wedding

TMP2025-00261

Lee County Event Permit Application



Event Application

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ USE OF COUNTY PROPERTY PERMIT
☐ PERMIT TO SELL AND CONSUME ALCHOLIC BEVERAGES WITHIN LEE COUNTY FACILITIES
☐ FILM PERMIT

Section I - GENERAL INFORMATION (All Permit Types)	
Title of Event / Name of Production	Shufer/Downing Wedding
Date(s) of Event / Production:	10.18.2025
Location(s) of Event:	Banyan Street, Boca Grande, Florida
Name of Applicant:	Franklin Downing
Applicant Address:	2210 Burlington Avenue St. Petersburg, FL 33713
Applicant Phone Number:	716.517.0244
Contact Person: (If different from applicant)	Lisa Chin
Contact Phone Number: (If different from applicant)	312.550.5338
Email Address:	lisa@elegantewedding.com
Estimated Attendance:	190
Event Description: Include each activity, when activities take place, etc.	This request is for the Shufer/Downing wedding ceremony. The ceremony will take place on Banyan street at 5pm, with guest arrival at 4:30pm. Set up including chairs, a Chuppah and floral arrangements will take place 4hours before the ceremony and will need 2hours of strike time once the ceremony is over.
Hours of Operation:	12:30pm - 7:30pm
STRAP # of Parcel:	14-43-20-01-00005.0010
Owner of Premises*:	Lee County

*Notarized statement from the property owner specifically consenting to the proposed use required.

Lee County Event Permit Application



What is the Zoning Classification of the premises? DOT Right of Way

Are any temporary structures to be installed for the event? ☐ Yes ☒ No Type: _____

Do you have the appropriate permits for the temporary structures? ☐ Yes ☐ No

* For a 'Special Event' and 'Use of County Property' permit, submit a site plan with all proposed facilities and activities identified, including all parking areas.

Insurance Company Insuring the Event: Travellers Insurance

Note: Certificate of Insurance must be submitted at time of application

Surety Company Bonding this Event (Name and Address): _____

<p>Will Vehicles be Used as Part of This Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, automobile coverage must be included on the certificate of insurance.</p>	<p>Will Food be Available at this Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, products liability coverage must be included on the certificate of insurance.</p>	<p>Will Alcoholic Beverages be served/consumed at this Event?</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, liquor liability coverage must be included on the certificate of insurance.</p>
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Name & Address of Organization
Providing Food: _____

Type of Food being Served: _____

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: N/A

Section III - SALE/CONSUMPTION OF ALCHOLIC BEVERAGES PERMIT

Is alcohol being sold/consumed on County Property? Yes No

If Yes, then a "Lee County Alcohol Permit" is required. Only non-profit organizations can sell alcohol on County Property.

Non-profit certificate/registration number:
(Required if alcohol is to be SOLD at the event)

Please note: A permit from the State of Florida Division of Alcoholic Beverages and Tobacco may also be required; please call (239) 344-0885 for further details

☐ TV Movie or Special ☐ TV Series / Pilot ☐ TV Commercial ☐ Still Photos
☐ Public Service Announcement ☐ Industrial / Documentary ☐ Other: _____

Street Closure	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Traffic / Crowd Control	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire or Burning	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Explosives or Pyrotechnics	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Animals, Large or Small	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Construction of Any Kind	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Large and/or Numerous Vehicles	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Helicopters, Boats, etc.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Stunts	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other	<input type="checkbox"/> Yes	<input type="checkbox"/> No

--

Number in Cast: _____ Number in Crew: _____ Number of locals hired: _____

Total budget: _____ Estimate amount spent in Lee County: _____

Hotel room nights: _____ Number of shooting days: _____
number of rooms x number of nights



SECTION I - SAFETY

The Applicant agrees to provide adequate traffic and crowd control, emergency medical services and any other items, at the Applicant's expense, required by Lee County to protect the health, safety and welfare of the public. Lee County shall have the power to review the proposal and require, as necessary, detailed plans, diagrams, and explanations to clearly outline to Lee County, exactly what the Applicant is proposing.

SECTION II - INSURANCE

The Applicant, at its sole expense, agrees to procure and maintain in force during the entire term of the application, liability insurance in the amounts determined by Lee County Risk Management to protect against damages or other claims arising from use of County property by the applicant or its guests. Other limits may also be established by Lee County Risk Management for events which will be serving or consuming alcoholic beverages at approved County property. The insurance policy must also include coverage for Applicant's contingent liability on damages, claims or losses. "Lee County Board of County Commissioners" must be named as "additional insured" on the Certificate of Insurance, and the Certificate must be delivered to Lee County prior to Applicant's use of the property. The Insurance may not be canceled during the term of the event, if this occurs, the County has the right to revoke approvals related to use of the County property for the event, without recourse by the applicant.

SECTION III - INDEMNIFICATION

The Applicant agrees to indemnify, release and save harmless Lee County against any and all claims, costs, demands, damages, judgments or injuries of any nature arising from the conduct or management of, or from any work or thing whatsoever done in or about said Lee County property or any building or structure appurtenant thereto or equipment thereof during the term of this Permit, or arising during such term from any act of negligence of the Applicant, Applicant's agents, contractors, or employees, or arising from any accident, injury, or damage whatsoever, however caused, to any person or persons, or to any property of any person, persons, corporation or corporations, occurring during the term of this agreement on, in, or about said Lee County property, and from and against all costs, attorney's fees, expenses and liabilities occurring in connection with any such claim or any action or proceeding brought thereon.

For film permit applicants: The permittee shall have on-site a responsible representative empowered with authority over the filming director, filming crews, participants and filming operation. Permittee shall indemnify, defend and hold harmless the county, its officers, agents and employees from and against all claims, suits, actions, damages, liabilities, expenditures or causes of action of any kind arising out of or occurring during the activities of the permittee, and resulting or occurring from any negligent act, omission or error of permittee, resulting in or relating to injuries to body, life, limb or property sustained in, about or upon the permitted premises or improvement thereto, or arising from the use of the premises.

SECTION IV - DELIVERY, ACCEPTANCE AND SURRENDER OF PREMISES

The Applicant agrees to accept the County property on possession as being in a satisfactory state of repair and in sanitary condition.

The Applicant must surrender the premises to Lee County in the same condition as when Applicant takes possession, allowing for reasonable use and wear, and damage by acts of God. Applicant agrees to remove all business signs or symbols placed on the premises by the Applicant before redelivery of the premises to Lee County, and restore the premises to the condition in which it existed before their placement. Any signs and markings created or used in connection with this event must be temporary and removable; painting roadways, trees or any other fixed object is strictly prohibited. Applicant agrees to clear the Lee County property of litter at the close of the event.

Lee County Event Permit Application




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 waive, 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.



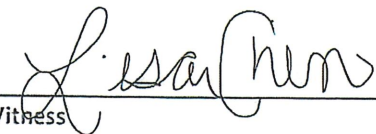
Signature of Applicant

Frank Downing

Print Name of Applicant and Title

8/20/25

Date



Witness

Lisa Chin

Print Name of Witness

8/21/25

Date

Lee County Event Permit Application



LEE COUNTY SHERIFF'S DEPARTMENT
14750 SIX MILE CYPRESS PARKWAY
FORT MYERS, FLORIDA 33912
(239) 477-1199

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ 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.

Parking:

Parking for event will be in authorized areas only.

Deputies (How Many?):

Two deputies for road closure, traffic control and security on Banyan Street between Park Ave and Gilchrist while wedding takes place to restrict all vehicle access to the area. The cost of the extra duty detail deputies will be at the expense of the applicant.

Fee for Services:

Contact LCSO Details Unit.

Special Arrangements:

Each end of Banyan Street must be blocked in order to provide safety and security to participants. Once ceremony has concluded, all chairs, tables and other items used for the event must be removed from the roadway as soon as possible in order to reopen Banyan Street.

Print Name:

P. Cummins

Signature:

[Handwritten Signature]

Title:

Commander

Date:

8 25 25

Lee County Event Permit Application



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.

Check the appropriate box(es) below:

- ☒ SPECIAL EVENT PERMIT
- ☒ 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.

Fire Guards (How Many?)	2 Fireguards @ 4 hours
Fee for Services:	\$60.00/hour per Fireguard (x2) Total \$480. Payments due 30 days prior to event.
Flammable Vegetation:	0
First Aid Equipment:	0
Fire Extinguishing:	0
Special Arrangements:	Due to the number of guests and chairs, the Permit holder must hire fire guards to be present on Banyan St. in case of an emergency. In the event that access is needed on Banyan St., in case of an emergency. In the event that access is needed on Banyan St., Fireguards will stop the ceremony and co-ordinate removal of guests / items / etc. placed on Banyan St. Permit holder must have a team available on site to facilitate the immediate removal of all items/guests. Any damage to BGFD vehicles while making access to the emergency will be the responsibility of the permit holder. IN CASE OF EMERGENCY – DIAL 911

Print Name: C.W. Blosser

Signature: 

Title: Fire Chief

Date: 9/4/2025

Lee County Event Permit Application



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY

2000 Main St., Suite #100

FORT MYERS, FL 33901

(239) 533-3911

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
- ☒ 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.

Treatment Facilities:	None necessary.
Medical Personnel:	None necessary.
Medical Supplies / Equipment:	None necessary.
Safety Requirements:	Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive Orders concerning health and safety.
Fee for Services	Not applicable.
Special Arrangements:	Please call 911 in the event of an emergency. To arrange special event emergency medical coverage (ambulance, cart, etc) or EMS participation, please fill out and submit the form at the following link: EMS Special Detail Request Form For questions, contact our office at EMSDetail@leegov.com.

Print Name: Douglas B. Higgins

Signature: Douglas B. Higgins

Digitally signed by Douglas B. Higgins
Date: 2025.08.23 10:25:18 -04'00'

Title: Captain, EMS Operations

Date: August 23, 2025

Lee County Event Permit Application



DEPARTMENT OF TRANSPORTATION
1500 MONROE STREET
FORT MYERS, FL 33901
(239) 533-8580

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ 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.

Parking:

Park in designated areas.
No event parking permitted on any portion of the Banyan St. road right of way.
No vehicles shall be parked off the pavement that would damage the Banyan Tree root system.

Ingress and Egress:

Please use all established means of ingress and egress.

Special Arrangements:

Shall use Lee County Sheriff's Office for assistance with traffic control as needed.
Emergency vehicle access and public vehicular access shall be maintained on all surrounding Lee County maintained roads.

Print Name: Nathan Thoman

Signature: Nathaniel C. Thoman

Digitally signed by Nathaniel C. Thoman
Date: 2025.08.27 11:06:46 -04'00'

Title: Project Manager

Date: 08/27/2025

Lee County Event Permit Application




LEE COUNTY PARKS AND RECREATION
3410 PALM BEACH BOULEVARD
FORT MYERS, FLORIDA 33916
(239) 533-7275

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ 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:	Additional lighting must be provide by the permit holder, generators are permitted on Banyan Street.
Parking Areas:	<p>Parking is permitted at the Boca Grand Community Center. All vehicles must use designated parking area.</p> <p>Event Parking must be adhered to in accordance with Lee County Ordinance No. 25-16, enforced by Lee County Sheriff's Office. A copy of this ordinance has been e-mailed to the applicant.</p>
Special Arrangements:	<p>All event guest must stay on county property at all times while on Banyan Street. Permit holder will not hang or drape anything on the trees or vegetation. Permit holder must adhere to all rules on the USE of County Lands for Weddings on Banyan Street. Permit holder must work with site supervisor for site specific event needs.</p> <p>Permit holder must comply with all terms at stated and adhere to Lee County Ordinances No. 93-15 (noise), 18-12 and 18-27 (as amended). Pursuant to Lee County Ordinance No. 25-14, smoking and vaping is not permitted at any school property or within the boundaries of any public park facility or public beach.</p>

Print Name: Trever Snearley
Signature: 
Title: County Wide Services Manager
Date: 9/10/2025

*Boca BANYAN STREET ONLY - SHUFER/DOWNING WEDDING
(10/18/2025)*

Lee County Event Permit Application




LEE COUNTY RISK MANAGEMENT
COUNTY ADMINISTRATION BUILDING - 4TH FLOOR
2115 SECOND STREET
FORT MYERS, FLORIDA 33901
(239) 533-2221

Check the appropriate box(es) below:

- ☐ SPECIAL EVENT PERMIT
☒ 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.

Insurance Requirements:	<p>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.</p> <p>Certificate Must Read As:</p> <p>Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials are automatic additional insureds and includes an automatic waiver of subrogation with regard to general liability. The certificate holder is an additional insured on a primary and noncontributory basis with regards to general liability.</p>
Special Arrangements:	<p>A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County, a political subdivision and Charter County of the State of Florida, P.O. Box 398, Fort Myers, FL 33902 as the certificate holder and as an additional insured as listed above.</p> <p>Subject to proof of insurance.</p>

Print Name: Mike Figueroa
Signature: 
Title: Risk Program Manager
Date: August 29, 2025



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/27/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER American Specialty Insurance & Risk Services, Inc. 7609 W. Jefferson Blvd., Suite 100 Fort Wayne IN 46804		CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL: ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: Arch Insurance Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:		FAX (A/C, No): NAIC # 11150
INSURED Franklin George Downing III 2210 Burlington Avenue North St. Petersburg FL 33713				

COVERAGES**CERTIFICATE NUMBER:** 1002390137**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	Y	SNCGL5944400	10/13/2025	10/24/2025	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 1,000,000
							MED EXP (Any one person)	\$ 5,000
							PERSONAL & ADV INJURY	\$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 5,000,000
	OTHER:						PRODUCTS - COMP/OP AGG	\$ 5,000,000
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/> SCHEDULED AUTOS							\$
	<input type="checkbox"/> NON-OWNED AUTOS ONLY							\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> EXCESS LIAB						AGGREGATE	\$
	<input type="checkbox"/> OCCUR							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N	N/A				E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

- Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials shall be an Additional Insured, but only with respect to the operations of the Named Insured, and subject to the provisions and limitations of Form CG 2011 Additional Insured - Managers or Lessors of Premises, but only with respect to SOPHIE & FRANK WEDDING CEREMONY on October 18, 2025.

- The General Liability policy is primary and non-contributory as per Form CG 2001 Primary and Noncontributory - Other Insurance Condition.

- The General Liability policy includes Waiver of Subrogation as per Form CG 2404 Waiver of Transfer of Rights of Recovery Against Others to Us.

CERTIFICATE HOLDER**CANCELLATION**

Lee County, a political subdivision and Charter County of the State of Florida

OK 08.29.2025

PO Box 398

Fort Myers

FL 33902

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ENDORSEMENT

As of the effective date hereof, it is hereby understood and agreed that the attached Form CG 2011 ADDITIONAL INSURED - MANAGERS OR LESSORS OF PREMISES is added to the policy.

It is further understood and agreed that the attached Form CG 2404 Waiver of Transfer of Rights of Recovery Against Others to Us is added to the policy.

It is further understood and agreed that Form CG 2001 PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION, is added to the policy.

No additional premium due.

All other terms and conditions of this Policy remain unchanged.

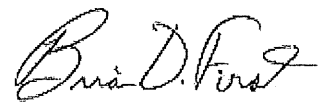
Company: Arch Insurance Company

Endorsement Number:03

Policy Number: SNCGL5944400

Named Insured: Franklin George Downing III

Endorsement Effective Date: 10/13/25


President

Issued by: KS August 27, 2025

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):

Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials

PO Box 398

Fort Myers FL 33902

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY – OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

- (1) The additional insured is a Named Insured under such other insurance; and

- (2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED – MANAGERS OR LESSORS OF PREMISES

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Designation Of Premises (Part Leased To You):
Name Of Person(s) Or Organization(s) (Additional Insured): Lee County, a political subdivision and Charter County of the State of Florida, its agents, employees, and public officials PO Box 398 Fort Myers, FL 33902
Additional Premium: N/A
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by you or those acting on your behalf in connection with the ownership, maintenance or use of that part of the premises leased to you and shown in the Schedule and subject to the following additional exclusions:

This insurance does not apply to:

1. Any "occurrence" which takes place after you cease to be a tenant in that premises.
2. Structural alterations, new construction or demolition operations performed by or on behalf of the person(s) or organization(s) shown in the Schedule.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and

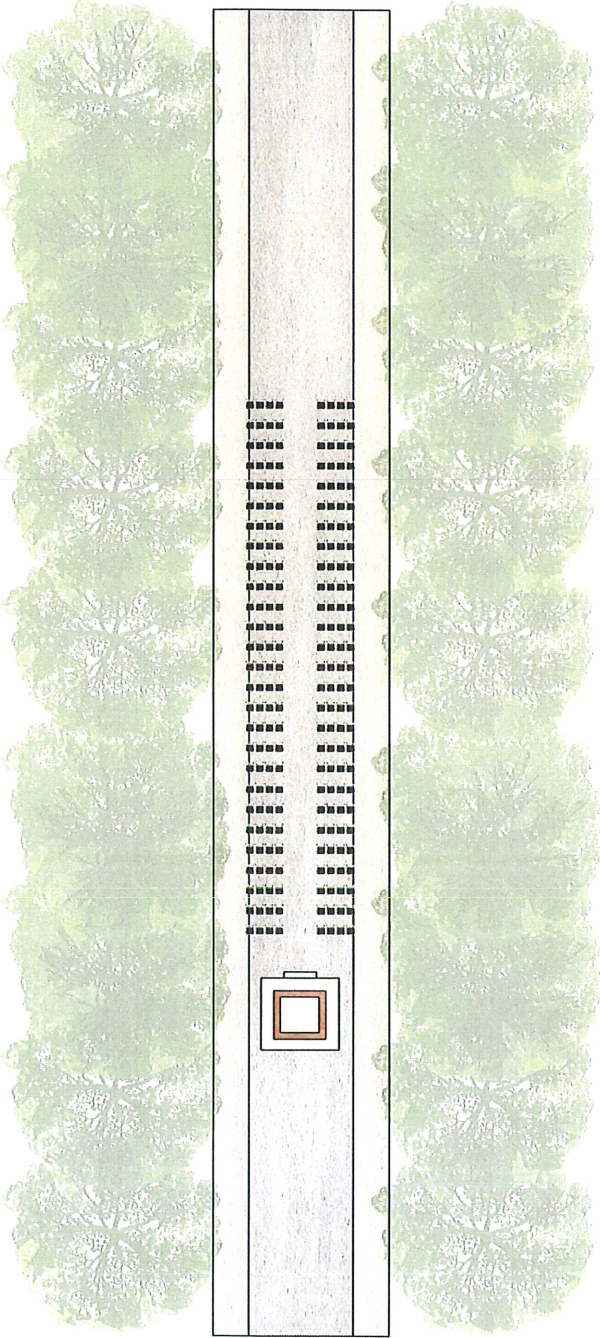
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
 2. Available under the applicable limits of insurance;
- whichever is less.

This endorsement shall not increase the applicable limits of insurance.



- 10' x 10' x 10' Natural Wood Trellis
- Tentative: 12' x 12' Stage
- Approximately 220 Bamboo Wood Folding Chairs
 - Due to uneven terrain, we will plan for 4 chairs on each side of the aisle.
 - If terrain permits, we will increase to 6 chairs on each side.



CAVALIER
AND CO

SOPHIE + FRANK // BANYAN STREET FLOOR PLAN // 10.18.2025