

City of Dania Beach

100 West Dania Beach Blvd., Dania Beach, FL 33004

SPECIAL EVENTS APPLICATION – EVENTS ON PRIVATE / PUBLIC PROPERTY

Please PRINT or TYPE

NOTE: ALL APPLICATIONS MUST BE COMPLETED AND SUBMITTED TO THE CITY FOR APPROVAL 60 DAYS PRIOR TO THE EVENT INCLUDING PAYMENT OF ALL APPLICATION FEES (SEE ATTACHED).

Event Name, Date, and Time: DESIGN "UNDER THE BIG TOP"

*Brief Description of the Event: _____

Family Festival honoring Military Veterans with Room Makers for

Address/Location of Event: 1200 Sterling Blvd

Event Coordinator: Leche Brown

Telephone #1: 305-185-1805 E-mail Address: l10ewen@aol.com

Telephone #2: _____ Fax: _____

Additional Contact Person for the Event: James Morrow

Telephone #1: 954 926 2323 E-mail Address: jmorrow@daniabeachchamber.org

Telephone #2: _____ Fax: 954 926 2334

Organization or Sponsor of Event: Dania Beach Design Project + Dania Beach Chamber

Address: P.O. Box 1356 P.O. Box 1017

City, State, Zip Code: Dania Beach, FL 33004

Telephone: _____ Fax: _____ Cell: 181-707-2486

Is this a Non-Profit Organization? Yes [] No Tax ID #: 15-1162187

Corporation Name (As it appears in the Articles of Incorporation): Great Land 501 c 3 Chamber + Commerce

Date of Incorporation: 3-12-1996 State of Incorporation: Florida

Federal ID #: 30-0212218

Authorizing Official for the Organization: Victoria Payne

Telephone #1: 954 926 2323 E-mail Address: v.payne@daniabeachchamber.org

Telephone #2: _____

Authorizing Official for the Organization: _____

Telephone #1: _____ E-mail Address: _____

Telephone #2: _____

(A) *Property Owner: Stirling Business Center

*Please Note - A letter of Consent is required from the property owner for the approval of this application.

Is the letter attached? Yes [] No

Will any portion of this event take place on Public or City Property? [] Yes No

Will there be a charge for admission? [] Yes No If yes, how much? _____

Has this event been held in the past? [] Yes No

If so, Indicate the city location of last event: _____

Is the event to take place: [] Indoors [] Outdoors Both

Number of Expected Daily Attendants: 400-450 (BSO or Fire Details may be required - refer to page 6)

Please indicate the duration of the event:

DAY	DATE	START TIME	END TIME	TOTAL # OF HOURS
<u>Saturday</u>	<u>NOV 5</u>	<u>11:00 AM</u>	<u>3:00 PM</u>	<u>4</u>

Anticipated Date and Time to Begin Set-Up: 9 AM Saturday 11/5

Anticipated Date and Time for Completion of Break-Down: 5 PM Saturday 11/5

(B) *Do you have a site plan for the event to be submitted with this application? Yes [] No
*Please Note - A site plan indicating the following conditions must accompany the application or the application will be rejected, resulting in a significant time delay. The fire department must have easy access to the special event area. The site plan must include the following: entrances and exits, emergency vehicle access routes, parking, general vehicular drive paths, fire hydrant locations, fire department connections, street closure requests, fenced areas, grandstand, bleacher or other seating locations, tent and stage locations, cooking areas, and locations of any pyrotechnical material, fireworks, etc. In addition, the site plan must include the location of any rides (animal or mechanical), petting zoos, exhibits, DJ's, bands, performers, sanitary facilities, recreation vehicles for overnight housing, etc.

Is there a request for any road closures? Yes [] No

Please identify the street name(s) and/or locations for closure requests: _____

1 Lane - Westbound Stirling - most northerly lane to the 1st drive - from SW 12th Ave to 1st entrance

Please Note – These streets must also be identified on the site plan.

*Are you requesting to fence the event area? Yes No

Please Note – You must identify any fencing area on the site plan.

*Will Canopies (tent structure with no sides) be used for this event? Yes No

Please Note - All tent structures with canopies in excess of 400 square feet [Per NFPA 1: Table 1.12.19(a)] require building permits and inspections. All canopies must be flame retardant. A certificate of flame retardancy and a sample of the canopy fabric for field testing must be submitted for product approval with this application. This information can be obtained from the canopy manufacturer or the canopy rental company. Please apply for the permit at the Building Department located at 100 W. Dania Beach Blvd. Please allow 8-10 working days for permit approvals.

*Will Tents (With Sides) be used for this event? Yes No

Please Note – All tents in excess of 200 square feet [Per NFPA 1: Table 1.12.19(a)] require building permits and inspections. All tents must be flame retardant. A certificate of flame retardancy and a sample of the tent fabric for field testing must be submitted for product approval with this application. This information can be obtained from the tent manufacturer or the tent rental company. If the tents have sides, they are treated as buildings. They must have two separate exits remotely located from each other with electrically illuminated exit signs that have a battery back-up. In addition, they must have emergency egress lighting and fire extinguishers. Provide a life safety plan for these tents indicating the location of all Exits, Exit Signs, Emergency Lighting, Aisle Spacing, Fire Extinguisher locations, etc. Permits must be obtained for all tents and electrical work. Please apply for all permits at the Building Department located at 100 W. Dania Beach Blvd. Please allow 8-10 working days for permit approvals.

*Will electricity be required for this event?

(for lighting, sound, cooking, other power needs, etc.) Yes No

*How will this electricity be supplied? On-Site Generator Combination of Both

Please Note – The use of generators, temporary wiring, temporary electrical connections, etc. require permits and inspections. Please apply for the permit(s) prior to setting up at the Building Department located at 100 W. Dania Beach Blvd. Events requiring electricity are the responsibility of the applicant and must have a master electrician on site. Please allow 8-10 working days for permit approvals. Any generator less than 5KW does not require a permit.

Will there be live entertainment at this event? Yes No

Please indicate the type (Band, DJ, Live Performers, etc.):

Band/performers

Please specify the hours of entertainment:

DAY	DATE	START TIME	END TIME	TOTAL # OF HOURS
Saturday	NOV 15			
	MUSIC	11:00A	12:30p	2:00p
	Cirque	11:30A	1:00p	2:30p

*Will a stage(s) be used in this event? Yes No

*Please note Fire Extinguisher Requirement in the next question.

*Do you have adequate fire extinguishers for this event? Yes No

Please Note - Fire extinguishers must be supplied for each tent, canopy, cooking appliance and stage. They must be accessible from anywhere in the tent or on the stage without having to travel any further than 75 feet for access. Extinguishers must be easily accessible and not obscured from view. Fire extinguishers must be commercial "ABC Multi-Purpose" (minimum 5lbs.) fire extinguishers that are currently certified and tagged by a licensed company. You

MIAMI FOOD TRUCK - see attached EMAIL

need to demonstrate that this requirement will be met by making a note on the site plan indicating compliance with all of the above requirements or providing a letter to the City fire prevention bureau to that effect.

Miami
*Will there be concessions or sales of food at this event? Yes No

Please specify: Food Truck participation - self contained

***Please Note STATE HEALTH INSPECTIONS FOR FOOD:** Pursuant to Florida law (Chapter 509, Florida Statutes) event sponsors are required to contact the State Health Inspector no less than 3 days prior to the event. Advance notification of 7 to 10 days is advisable. Please send a fax with your event plans and contact information to Fax Number (954) 956-5699. The Inspector's office will contact you to discuss food vendors and amounts and types of food you plan to make available to the public, whether it is being given away or sold.

An original Certificate of Liability Insurance and Workers' Compensation Certificate is required from all vendors. You must ensure that the Liability Certificate is for this specific event, has the proper dates, and names the City of Dania Beach as an Additional Insured. No event will be approved without this insurance.

*Will any type of cooking appliances be used by either the Sponsor of the Event or any of its vendors? Yes No

Self contained on truck

*If so, indicate the type of appliance(s) to be used and the number of each appliance to be used:

- N/A
- Electric Grill(s); # _____
- Gas Grill(s); # _____
- Charcoal Grill(s); # _____
- Smoker Grills(s); # _____
- Grease Fryer(s); # _____
- Oven(s); # _____
- Electric Range Burner(s); # _____
- Gas Range Burner(s); # _____

***Please Note** - Grease Fryers are not permitted indoors unless they are protected with an approved Hood and a UL300 Compliant Wet Chemical Automatic Fire Suppression System in accordance with NFPA 96.

*Does each cooking appliance have its own dedicated Fire Extinguisher? Yes No

***Please Note** - Each cooking appliance must have its own dedicated fire extinguisher. Class K fire extinguishers are required for fryers. You need to demonstrate that this requirement will be met by making a note on the site plan indicating compliance with all of the above requirements or providing a letter to the fire prevention bureau.

*Does each cooking area have the proper clearances from all other event areas? Yes No

***Please Note** - Cooking areas can be located no closer than 30 feet from any tent or canopy structure, event rides, stages, grandstands or bleachers, etc. Ensure that this measurement is demonstrated on the site plan.

*Will there be sales of alcohol at this event? Yes No

***Please Note** - An original certificate of liquor liability insurance naming the City of Dania Beach as additional insured and a 1/2/3 Day Special Sales License is required to be submitted with this application. The license must be obtained from the State of Florida Department of Business and Professional Regulation.

If Yes, Please Specify Types of Alcohol to be Sold: N/A Beer Wine Liquor
 Mixed Drinks Other: _____

If alcohol is being served, please indicate how the beverages will be served: N/A

Draft Truck Cold Plate Mini-Bar Beer Tub Table Service

Other: _____

Will there be alcohol given away at this event? Yes No

Please Specify Types of Alcohol to be given away: N/A Beer Wine Liquor
 Mixed Drinks Other: _____

Will there be retail sales at this event? Yes No

Please Specify: Art, crafts

*Will there be any carnival rides, mechanical or vehicular rides, or animal rides at this event?
 Yes No

(D) If yes, please describe: Performance by Rainbow Circus, Miami

What is the name of the vendor or vendors providing the rides? N/A including insurance w/ additional insured

***Please Note** - If carnival rides are to be present, the rides must be inspected by a state inspector, city electrical inspector, and fire inspector 48 hours prior to the rides opening.

Are you providing to us a copy of the ride vendor's Certificate of Liability and Workers' Compensation Insurance with this application? Yes No N/A

***Please Note** - An original Certificate of Liability and Workers' Compensation Insurance is required for any and all rides. Ensure that the Certificate is for this specific event, has the proper dates, and names the City of Dania Beach as an Additional Insured. No event will be approved without this insurance.

*Will recreational vehicles be used for temporary overnight housing? Yes No

***Please Note** - Indicate the locations of these on the site plan.

*Will there be any use of pyrotechnics or fireworks displays at this event? Yes No

***Please Note** - Pyrotechnics fireworks displays require special applications, permits and inspections as well as an original Certificate of Liability and Workers' Compensation Insurance. In addition, a Fire Inspector will be required to be present during set-up and displays. This expense will be passed on to the event. (BSO or Fire Details may be required - refer to page 6)

*Will there be use of any Grandstands or Bleachers for seating at this event? Yes No

***Please Note** - Bleachers and Grandstands may have to meet special safety code requirements. Locations must be indicated on the site plan. Plumbing permit is required for portable toilets.

*Are portable, ADA compliant sanitary facilities being provided for this event? Yes No

If so, How many? 7 N/A 2 ADA 5 Regular

***Please Note** - Provide the locations of all sanitary facilities on the site plan.

*Is there a request for any temporary signage for this event? Yes No

***Please Note** - Any questions regarding temporary signage should be directed to City Code Compliance, (954)924-6810.

Are there any services being requested from the City of Dania Beach? Yes No

If yes, please explain: Permit for food service

Please list any other conditions, terms or relevant information related to this event that may be of interest to the City: IMC 2010 2 11 10

BSO DETAIL REQUIREMENT

Based upon anticipated attendance, site or building size, site location, and ability to assure public safety requirements, a Broward Sheriff's Office Detail may be required.

FIRE WATCH REQUIREMENT

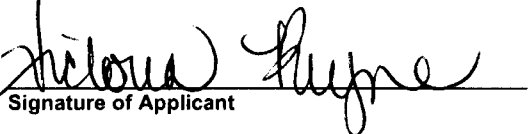
A Fire-Watch may be imposed depending on the type of event, number of persons present and hazards involved. The number of personnel and apparatus required may vary depending on the type of event and hazards involved. Below are the current rates charged for the presence of a fire watch detail, fire inspector or both:

Off-Duty detail assignment services performed by Dania Beach Fire Rescue Personnel will be paid at their current overtime rate of pay with benefits (3 Hour Minimum). In addition, a City administrative fee of 10% will also be charged based on the total cost of personnel and apparatus. Personnel costs are currently estimated to be \$84.42 per hour, per person (3 hour minimum).

The cost of apparatus is as follows:
Rescue Truck - \$32.00 per hour
Engine (1500 gpm) - \$71.00 per hour
Ladder (1500 gpm) - \$80.00 per hour

The City of Dania Beach requires payment 14 days in advance for the detail services and fees are to be made payable to The City of Dania Beach by means of cash advance or a cashier's check. Fees are based on individual employee's overtime rates which vary from person to person. The amount estimated is based on the highest overtime rate currently payable in addition to fees for FICA, Medicare, Worker's Compensation and Administrative fees. In the event that the entire estimated amount is not required for services, the City will refund the money, less the expenses incurred for the service. Should the amount of time required for the fire watch detail exceed that agreed upon before the event, the Event sponsor will be required to pay for any overage based on the actual cost for the Fire Watch. The Event sponsor will be responsible to pay the actual service price incurred.

The information I have provided on this application is true and complete to the best of my knowledge. I understand that approval of this event is contingent upon review and approval of all City Disciplines, the City Attorney's Office and the City Commission.


Signature of Applicant

Executive Director
Title

Victoria Payne
Print name of Applicant

7-27-11
Date

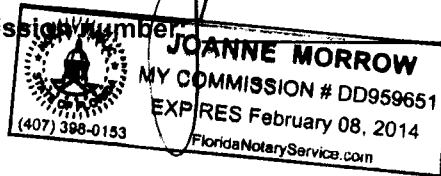
STATE OF FLORIDA
COUNTY OF BROWARD

The foregoing instrument was acknowledged before me on July 27, ~~200~~²⁰¹¹ by Victoria Payne, who is personally known to me, or, if not, such person produced the following form of identification: Drivers Lic.

NOTARY PUBLIC

My Commission expires: *Joanne Morrow*

My Commission Number: _____



Supporting Documentation

- Ⓐ Signed Letter of Consent - Property Owners
 - Ⓑ SITE PLAN
 - Ⓒ MIAMI FOOD TRUCK
 - Ⓓ RAINBOW CIRCUS CIRQUE du DESIGN
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A



15801 Biscayne Blvd. Suite 203, NORTH MIAMI BEACH, FL 33160
Ph: 305-947-1255 -- Fax: 305-947-1259

July 20, 2011

The undersigned hereby permits the **Dania Beach Chamber of Commerce and the Dania Beach Design District** the use of the premises described as **STIRLING BUSINESS CENTER** at 1211-1241 Stirling Road for attendee parking for the event "**UNDER THE BIG TOP**" being held on **Saturday, November 5, 2011** during the hours of 10:00 a.m. until 5:00 p.m. Authorization is limited to this single event.

Permittee shall comply with all applicable (including but not limited to all environmental) laws, regulations and codes and will obtain any necessary Permits in connection with its use of the Premises.

Permittee will provide general liability insurance naming Permitter as an additional insured.

Atlantic 18 dba Stirling Business Center

(Print name of permitting entity)

Alberto Kamharzi

(Signature of corporate officer, person or partner authorized to sign this document and bind the Permitter)

1211 Stirling Rd, Dania Beach FL 33004

(Print complete address of Permitter)

A

The undersigned, hereby permits the **Dania Beach Chamber of Commerce and the Dania Beach Design District** the use of the premises described as **STIRLING BUSINESS CENTER** at 1200-1340 Stirling Road, Dania Beach for **Special Event "UNDER THE BIG TOP-Salute to Military Veterans"** being held on **Saturday, November 5, 2011** during the hours of 11:00 a.m. until 3:00 p.m.

Authorization is limited to this single event.

Anticipated date/time set-up: 7:00 a.m. Saturday, November 5, 2011

Anticipated date/time for completion of break-down: 6:00 p.m. Saturday, November 5, 2011

Permittee shall comply with all applicable (including but not limited to all environmental) laws, regulations and codes and will obtain any necessary Permits in connection with its use of the Premises.

Permittee will provide general liability insurance naming Permitter as an additional insured.

Dania Beach Design & Manne Center

(Print name of permitting entity)

[Handwritten Signature]

(Signature of corporate officer, person or partner authorized to sign this document and bind the Permitter)

1210 Stirling Road Unit 213

(Print complete address of Permitter)

Dania Beach, Fla. 33004

(B)

Port A Potties
ZADA 3 PEG

WALK THRU

12th Ave

WHITE VIP CHASE

FOOD TRUCK

FOOD TRUCK

Tent
beer/wine

20x20 Tent

20x20 Tent

KIDS ZONE
CIRCLE

1200 string

VIP JALILI

FACE CLASP

VIP TENTS
10x10

MULTI POTTIES

STREET

N

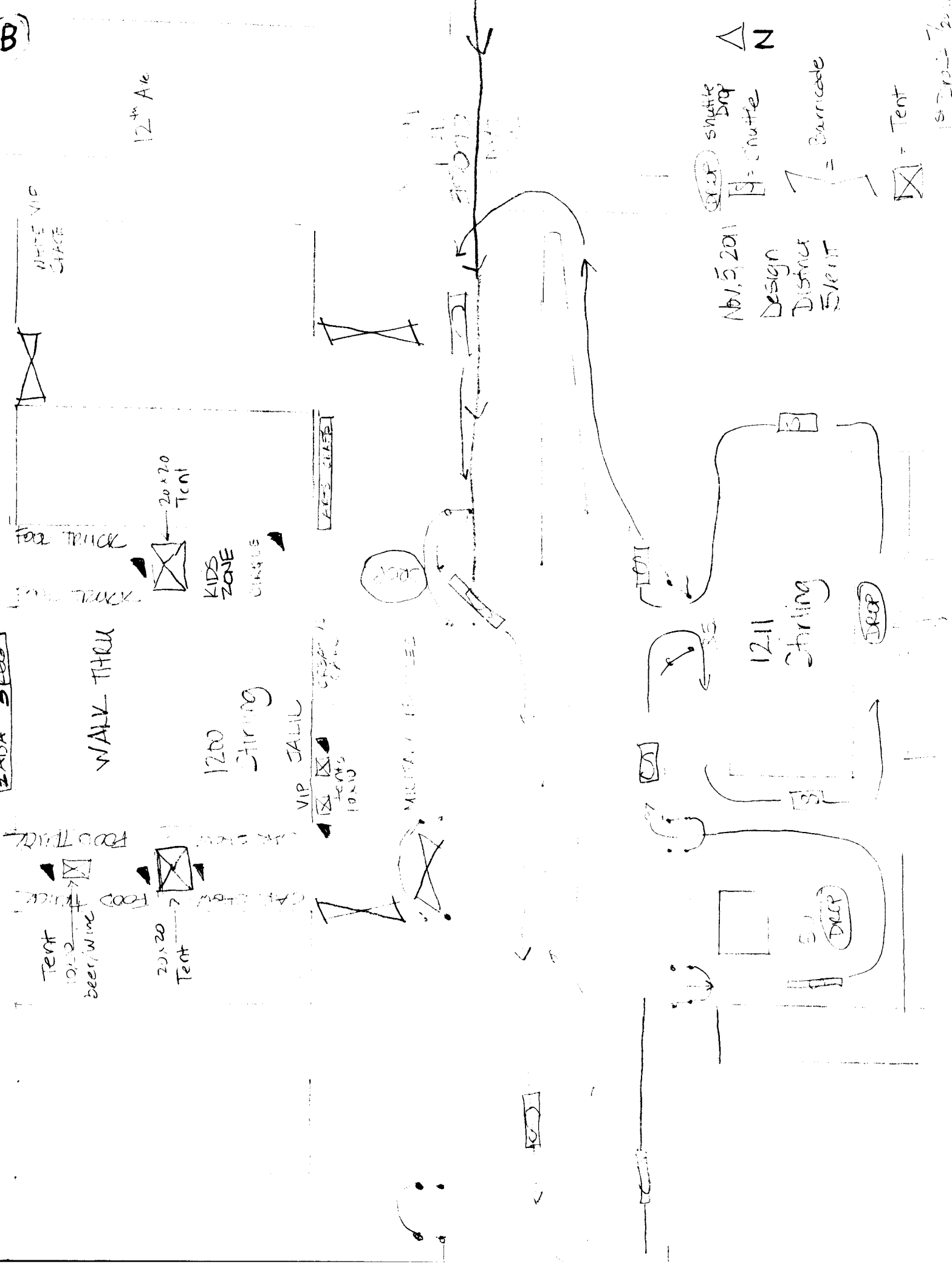
shuttle
Shuttle

Barricade

Tent

Nov 5, 2011
Design District Event


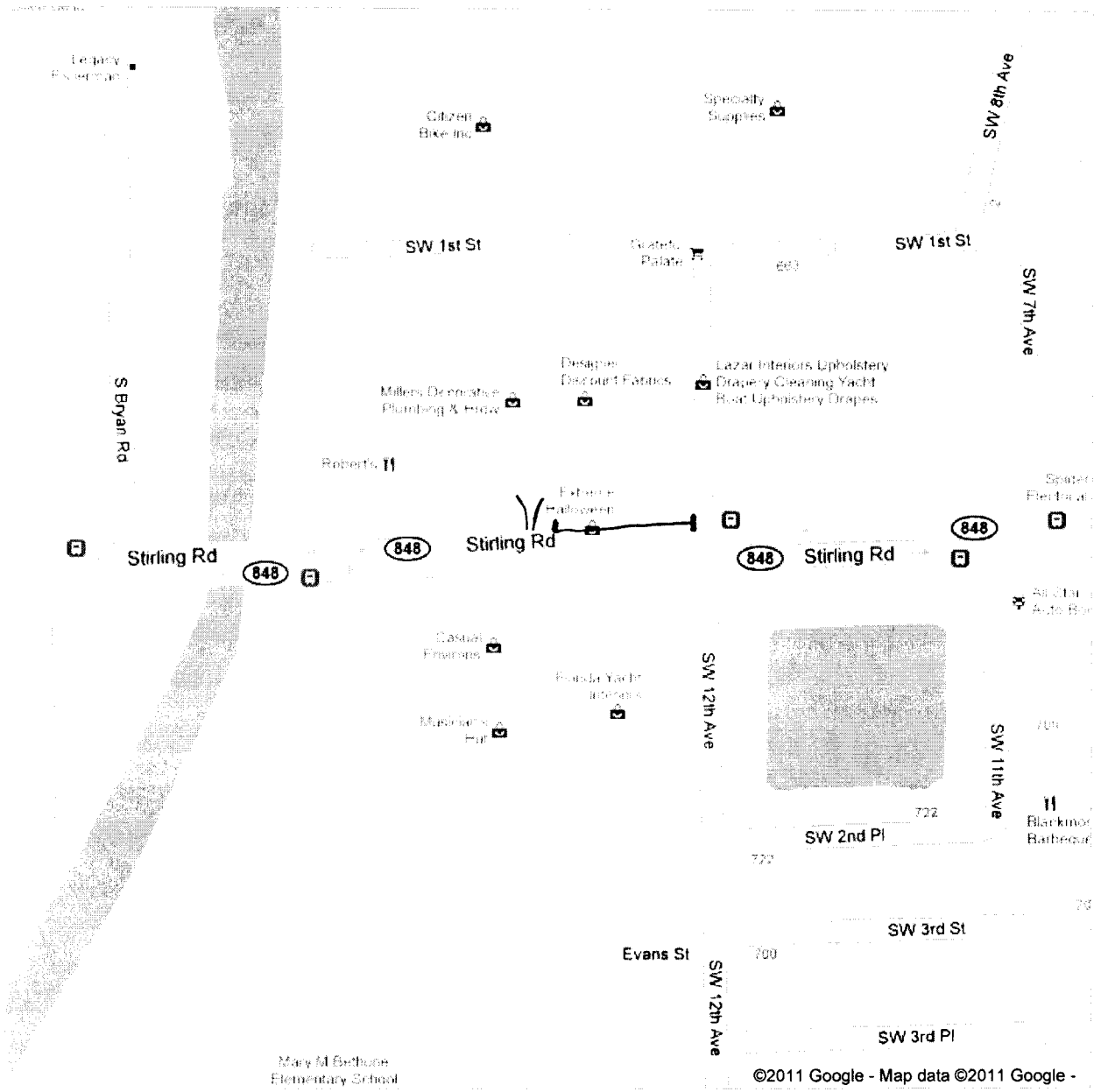
1st District





Google maps Address Dania Beach, FL 33004

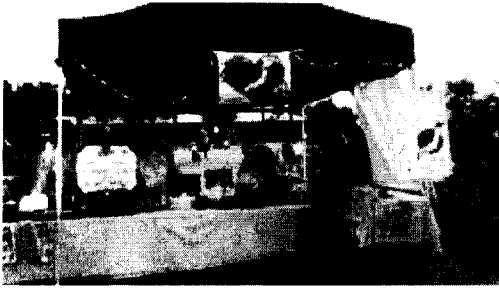
Get Google Maps on your phone
 Text the word "GMAPS" to 466453

parking + West based Stirling
 Most west based from
 SW 12th Ave to parking entrance
 to allow circulation of buses from parking



Miami Food Trucks



Thanks to our sunny weather, our mix of many cultures and the availability of large parking lots, Miami has passionately embraced the food truck phenomenon. From single trucks that park next to an office building, to giant cuisine caravans that gather in public parking lots, food trucks are now a permanent part of the Miami landscape.

The menus are as varied as Miami's local population. Cuban hamburgers, gourmet Vietnamese, fish tacos, dim sum, grilled cheese, gelato – if you're craving it, you'll find it served from a truck somewhere in Miami. Social media sites like Twitter and Facebook are the best way to get updates on food trucks' schedules and whereabouts. Some gatherings have a regularly scheduled time and place. Others are more ad hoc (owing mainly to struggles with code compliance in Miami-Dade County). Miami Beach currently prohibits food trucks, but this may change in the near future.



Victoria Payne

MIAMI FOOD TRUCK

FILE SUPPRESSION

From: LLoewen [lloewen@aol.com]
Sent: Sunday, July 24, 2011 8:27 AM
To: vpayne@daniabeachchamber.org; craig@daniadesigndistrict.com; lloewen@aol.com
Subject: Fwd: fire extinguisher feedback Gourmet Food Trucks- Sat. Nov. 5th Event Military Room Makeover

fire extinguisher feedback ..., Vicky, will this work for the city requirements?

would like to set up a meeting for all of us.

Checking on their availability.

-----Original Message-----

From: Wing Commander <wingcommanderinc@yahoo.com>
To: LLoewen <lloewen@aol.com>
Sent: Wed, Jul 20, 2011 1:48 pm
Subject: Re: Gourmet Food Trucks - Sat. Nov. 5th Event Military Room Makeover

Leslie,

All the trucks have either overhead fire suppression (ANSUL) or fire extinguisher (1 ABC and 1K if grease present) as required by law. If people arrive at 11am, I would suggest a 9:30-10am arrival.

Hope this answers everything for you. We're excited about participating in this great event.

Allie
Wing Commander

From: LLoewen <lloewen@aol.com>
To: wingcommanderinc@yahoo.com; lloewen@aol.com
Sent: Tue, July 19, 2011 10:52:18 AM
Subject: Re: Gourmet Food Trucks - Sat. Nov. 5th Event Military Room Makeover

Jesse,

We're on and looking forward to your participation!

Please book the November 5th date 11 am to 3 pm.

Set up very early. People may arrive early and we want to be sure everything is ready to go.

Will 9 am give you enough time?

For the event we are submitting paperwork to the city.

Do you know if the trucks have visible ABC Fire Extinguisher and insurance / workers comp?

Thanks,



Leslie

-----Original Message-----

From: Wing Commander <wingcommanderinc@yahoo.com>

To: LLoewen <lloewen@aol.com>

Sent: Mon, Jul 18, 2011 9:32 am

Subject: Re: Gourmet Food Trucks - Sat. Nov. 5th Event Military Room Makeover

Leslie,

I got your email. Please let me know if you have any questions after your meeting.

Allison
Wing Commander
(305) 794-9105

On Jul 18, 2011, at 1:31 AM, LLoewen <lloewen@aol.com> wrote:

Checking to see if you got this.

-----Original Message-----

From: LLoewen <lloewen@aol.com>

To: wingcommanderinc@yahoo.com; lloewen@aol.com

Sent: Fri, Jul 15, 2011 1:11 pm

Subject: Gourmet Food Trucks - Sat. Nov. 5th Event Military Room Makeover

Allison

It was nice speaking with you a moment ago. You came highly referred through Ben Launerts who's doing an event with you for the Patriot Run.

The Military Room Make Over Event will take place on Saturday November 5th from 11 am to 3 pm.

The location will be at the DANIA BEACH DESIGN & MARINE CENTER: 1200-1340 Stirling Road, Dania Beach, FL 33004. We would need the trucks to set up early before the start time. We will review the location area in development when time gets closer.

20 trucks sounds great, but I will confirm that number on Monday after meeting with the Dania Beach Chamber, the developer and Dania Beach Design District President.

We may need more if we open new areas for the event.

We are gearing this event to 5 to 8 S. FL Chambers, their members, the City of Dania Beach, plus advertising and PR throughout South Florida to honor our Veterans.

We also hope that you will mention the event in your Gourmet Truck web sites and social media channels.

An information page is attached.

Please let me know if you have any questions.

Warm regards,



Leslie Loewenthal

Loewenthal Agency

305-285-7005

lloewen@aol.com

<Military_Makeover_Concept-_General_Info.doc>

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Cirque style entertainment, Rainbow Circus is comprised of all local professional performers.

Rainbow Circus/Cirque Productions & Events is a LOCAL professional troupe of circus performers located in N. Miami Beach.

We have performed at the top events in South Florida for over 3 years, Super Bowl Host Committee, Miami Heat, Carnival Cruise, Bacardi, Trump, Opium Group, Hard Rock, Gulfstream, Isle Casino, Tag Heuer Tesla Odyssey, Fashion Night 2010 Bal Harbour, Bloomingdales featuring:

- Portable aerial rig
- Liability insurance
- Human rated equipment
- Custom equipment
- Aerial equipment that is ground based, i.e. no overhead rigging, for low ceilings and no rigging point.
- LED lights and sound system

Our expertise in production, choreography and costuming are unparalleled. Our performers, who all live in Miami area, have performed all around the world before calling South Florida home. We speak Russian, Spanish, French, Mongolian, Hebrew and English.

We do aerial silks, fabrics, single and double, single, double and triple trapeze, single and double lyra, Cube up to 4 people, Spanish Web or corde lisse, Straps, Bungi, Chinese Pole and Perch.

We have single, double and triple acrobatic acts. Stilt walkers, 4 legged stilt walkers. Contortionist and bellytortion, Hand Balance, Hand to Hand, Jugglers, old style and cirque style.