

City of Dania Beach

100 West Dania Beach Blvd., Dania Beach, FL 33004
SPECIAL EVENTS APPLICATION – WEDDING

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: Hurricane Expo - June 7, 2014 10AM-1PM

*Brief Description of the Event: Vendors, Guest Speakers, and BSO Fire demonstrations to prepare and inform public for Hurricane Season

Address/Location of Event: 100 W Dania Beach Blvd.

Event Coordinator: City of Dania Beach / Dania Beach Chamber of Commerce

Telephone #1: 954 924 6800 x3730 E-mail Address: mfelicity@ci.dania-beach.fl.us

Telephone #2: _____ Fax: 954-924-6813

Additional Contact Person for the Event: _____

Telephone #1: _____ E-mail Address: _____

Telephone #2: _____ Fax: _____

*Property Owner: City of Dania Beach

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

Is the event to take place: Indoors Outdoors Both

Number of Expected Daily Attendants: 250 (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>June 7</u>		<u>10 AM</u>	<u>1 PM</u>	<u>3</u>

Anticipated Date and Time to Begin Set-Up: 8 AM

Anticipated Date and Time for Completion of Break-Down: 3 PM

*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 pyrotechnic materials, fireworks, etc. In addition, the site plan must include the location of any DJ's, bands, performers, sanitary facilities, etc.

*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

(10' x 10' size only)

***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.

Will there be live entertainment at this event? Yes No

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

Please specify the hours of entertainment:

DAY	DATE	START TIME	END TIME	TOTAL # OF HOURS
N/A				

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 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.

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

***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: _____

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

If so, how many? _____ N/A

***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 Code Enforcement, (954)924-6810.

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

If yes, please explain: Assign 2 Public Service Staff to work event

***Please list any other conditions, terms or relevant information related to this event that may be of interest to the City:**

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/or 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 and/or fire inspector:

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, an 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, Workers' 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.

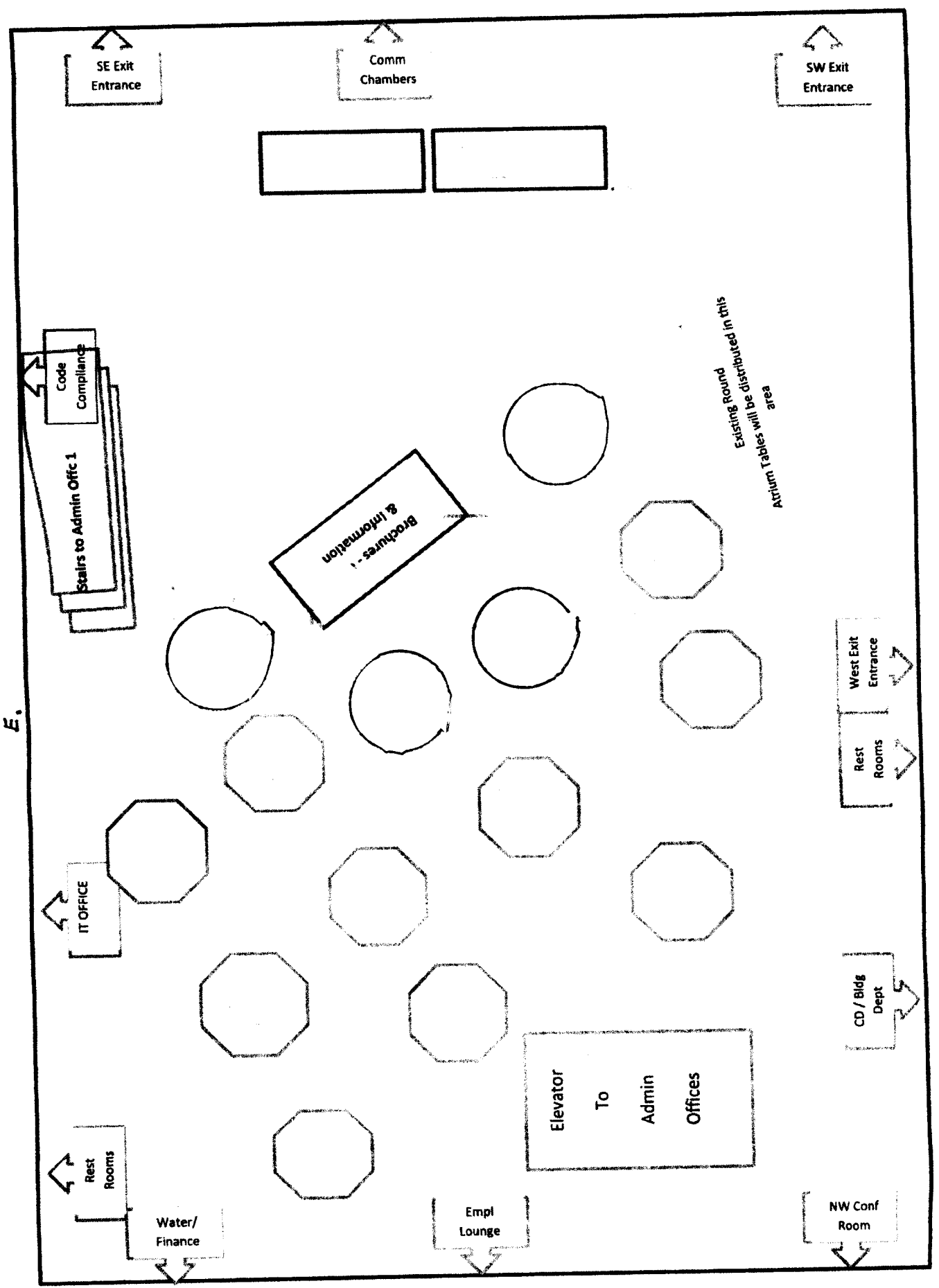
The information I have provided on this application is true and complete to the best of my knowledge. I understand that approval of this event is contingent upon review and approval of all City Disciplines, the City Attorney's Office and the City Commission.

Mark T. Felicity
Signature of Applicant

Parks + Recreation Director
Title

Mark Felicity
Print name of Applicant

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