



501 Harrison Avenue • Panama City, Florida 32401 • (850) 872-3199 • www.dcr.gov.org

Special Event Permit Application

Event	Event Name: Rory Drew Wedding Event		Event Date: 03/12/2022	
	Event Venue/Location requested: 2310 W. Beach Dr.			
	Organization/Applicant Name: Michael Rory Drew			
Applicant Information	Address: 2310 W Beach Dr., Panama City, FL. 32401			
	Contact Name: Rory Drew			
	Office Phone:	Cell: 8502255271	Email: Mrorydrew@gmail.com	
	Social Media/ Website:			
	Organization Classification: Private <input checked="" type="radio"/> Corporate <input type="radio"/> 501(c) <input type="radio"/>			
If Organization is a tax exempt, nonprofit entity, you must attach a copy of your IRS 501 (c) tax exemption letter providing proof and certifying your current tax exempt, nonprofit status.				
Is your organization requesting a waiver of application fees and/or other fees? YES <input type="checkbox"/> NO <input checked="" type="checkbox"/>				

Event Description	Carnival/Fair <input type="checkbox"/> Demonstration <input type="checkbox"/> Concert/Performance <input type="checkbox"/> Festival <input type="checkbox"/> Fundraiser <input type="checkbox"/>			
	Block Party <input type="checkbox"/> Outdoor/Farmer's Market <input type="checkbox"/> Marathon/Race/Walk <input type="checkbox"/> Parade/Procession <input type="checkbox"/>			
Wedding <input checked="" type="checkbox"/> Marina <input type="checkbox"/> Other <input type="checkbox"/>				
Brief Description: There will be a wedding taking place at my home. We request a road closure on Beach Dr. Between the streets of Calhoun and Arthur.				

Estimated number of spectators: 80
 Will any fees be charged to the spectators? YES NO
 If so, what fees and amount will be charged? _____

Event Start Date/Time:	March 12, 2022	1700	Event End Date/Time:	March 12, 2022	2200
Event Set-up Date/Time:	March 12, 2022	1600	Event Breakdown Date/Time:	March 12, 2022	2200

Parking must be planned and designated depending on the type and location of your event. Please indicate the areas you plan on utilizing for participant/attendee parking:

Do you have designated handicap parking? YES NO
 Location: _____

Event Rain Date requested: YES NO Date: _____
 You may request to cancel your event which may render a partial refund, up to 48 hours before the date and time of the event. Cancellation requests made within those 48 hours of the event date/time will forfeit full security deposit.

Please indicate the types of advertising (check all that apply):
 Local Radio National Radio Local TV National TV Cable TV Local Newspaper
 National Newspaper Direct Mail/Flyers Internet Email Billboards Social Media Outlet



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Will sound amplifying equipment be used? YES NO Type of equipment: Stereo Equipment

Identify the type of entertainment being requested: BAND DISC-JOCKEY OTHER _____

Will there be alcoholic beverages involved in this event? YES NO
 Will alcoholic beverages be for sale? YES NO
 If yes, which type of alcohol will be served? WINE BEER LIQUOR
 Describe the circumstances involved with the use of alcoholic beverages for this event.
 A Temporary Alcohol permit for the event must be provided by the applicant. City Ordinance (Chapter 3)
 We will have beverages available to attendees. Beverages will include water, soda, wine, beer and spirits at no cost to the attendee. Drinks will be kept on private property.

Will electricity be needed for this event? YES NO
 Will additional power be needed for this event? YES NO If yes, total number of electrical panels: _____

Will Light Towers be used for this event? YES NO If yes, total number of Light Towers: _____

Will this event require a street closure? YES NO If yes, Full or Partial
 What road you are requesting to be closed? Beach Dr. Between the intersection of Calhoun and Arthur.
 Beginning Crossroad: Calhoun Ending Crossroad: Arthur
 Requested time of closure from: 1700 to: 2200
 Attach site plan detailing the area to be closed and requested barricade locations.

All Parade/ Race/Walk routes must utilize a Commission approved route map.
 Parade _____ : Run/Walk _____ :
 What is the approximate number of persons, vehicles, animals, type of animals and description of vehicles?

Is there a Sanitation/Clean-up plan? YES NO
 Name and phone number of Company/Person responsible for Sanitation/Clean-up services: _____

Will additional garbage carts be needed? YES _____ NO How many? _____
 Will dumpsters be needed? YES _____ NO How many? 2-Yard _____ 4-Yard _____ 6-Yard _____ 8-Yard _____
 Date trash will be removed from event location(s): _____

Portable Restrooms: YES NO Number of portable restrooms: Standard _____ ADA _____
 Date/Time: Drop off _____ Pick up _____

Will there be Stages/Platforms _____ or Tent(s)
 Size of stage/platform: _____ Location: _____
 Tents: 1 of 100 sq ft _____ ; _____ of _____
 (Number of Tents) (Size) (Number of Tents) (Size)

Temporary Hydrant Meter requested: YES NO City Ordinance (Sec. 23-24, 25.)
 If YES, you must complete the Temporary Hydrant Meter Service Agreement Application.

Describe any additional equipment requested for placement: Equipment includes the use of a moon, bounce and or inflatable carnival type rides and activities provided by a 3rd party vendor. Proof of insurance by the vendor providing such equipment will be required prior to permit approval.



Will food be distributed at this event? YES NO

Will food vendors be utilized in this event? YES NO

If yes, you must acknowledge and abide by the following requirement.

I understand that I am responsible for providing a list of all vendors participating in this event for the purpose of license verification, the Fats, Oil and Grease discharge plan, and any additional materials as requested by the City of Panama City Quality of Life Department or FOG Inspector. I understand that failure to supply all required information will result in the rejection of this application.

Initial MRD

Will any LP-Gas, Charcoal, Flammable or Combustible Liquids be used? YES NO OPEN FLAME

Safety/Security Plan: (Attach a detailed Plan of Action or briefly describe safety/security plan to include, but not limited to, COVID-19, crowd control, EMS, internal security, venue safety, traffic control and barricades beyond Panama City Police & Fire) (Barricades must be FDOT Compliant)

We will barricade the street (beach Dr.) with 4 FDOT approved orange cones and set up sawhorse barricades constructed of 2 X 4 wood treated lumber The barricades will be set up in front of 2308 W. Beach Dr. And 2316 W. Beach Dr.

We have talked with all the neighbors located between Calhoun and Arthur along Beach Dr. All are happy to see the wedding take plac in my front yard.

The City of Panama City Police and Fire Chiefs will determine the number of officers and other city personnel necessary to ensure the safety of the community during the event.

Are you hiring additional security from a private security company? YES NO

Private security is not a substitute for City of Panama City Police Department law enforcement personnel.

If yes, list the Name and Contact Number of private security company:

Will there be fireworks or open flame? YES NO


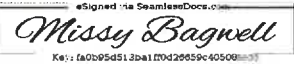
If yes, describe:

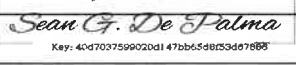


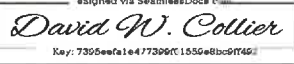
A permit for fireworks or open burn is required. City Ordinance (Sec. 12-165). The following must be submitted to the Fire Chief in order to be considered for a fireworks permit.

- City Permit
- No local or state burn ban in effect
- Arrangements made with owners of adjoining properties
- Proof of Liability Insurance
- FAA Notification
- Coast Guard Notification
- ATF Notification
- Current permit/license to discharge fireworks
- Site plans including aerial maps, proposed shell count and size paperwork
- Safety arrangements (water supply and/or fire extinguishers)
- All following guidelines are met:
 - NFPA-1123 – Fireworks Display,
 - NFPA 1124 – Manufacture, Transportation, Storage and Retail Sales of Fireworks & Pyrotechnic Articles
 - NFPA 1126 – Use of Pyrotechnics Before a Proximate Audience
 - NFPA 1127 – High Power Rocketry

*A permit is not required to discharge fireworks on New Year's Eve, New Year's Day or July 4th.



Affidavit	To the best of my knowledge, this special event permit application form is correct and complete. If additional materials are determined to be necessary, I understand that I am responsible for filing additional materials as specified by the City of Panama City, Quality of Life Department. I understand that failure to supply all required information per the relevant Applicant Checklists and Requirements will result in the rejection of this application.	
	Applicant's Name: Michael Rory Drew	
	Applicant's Signature:  <small>eSigned via SeamllessDocs.com Key: 6e50be6737736ce0fc0d7277ba927fa</small>	Date: 01/04/2022
	Event Coordinator print name: Missy Bagwell	01/05/2022
Event Coordinator Signature:  <small>eSigned via SeamllessDocs.com Key: fa0b95d513ba1f0d26059c40508b37</small>		

Approvals / Internal Use Only	City Sponsored <input type="checkbox"/> City Partnered <input type="checkbox"/> CRA <input type="checkbox"/>
	QOL Department Director's Approval: YES <input checked="" type="radio"/> NO <input type="radio"/> Yes, with conditions listed below <input type="checkbox"/>
	Conditions:
	QOL Department Director Signature & Date:  <small>eSigned via SeamllessDocs.com Key: 4cd703759902dd147bb55db53d97688</small>
	Panama City Police Department Approval: YES <input type="checkbox"/> NO <input type="checkbox"/> Yes, with conditions listed below <input checked="" type="radio"/>
	Conditions: Proper barricades and sign notification for road closure
	Panama City PD Professional Services Signature & Date:  <small>eSigned via SeamllessDocs.com Key: eeb1c7bb3c353c173706d29caebedf3f</small>
	Panama City Police Department Chief Signature & Date:  <small>eSigned via SeamllessDocs.com Key: 9ed7c378d7c2179c58a50810e2e2d11</small>
Panama City Fire Department Approval: YES <input checked="" type="radio"/> NO <input type="radio"/> Yes, with conditions listed below <input type="checkbox"/>	
Conditions:	
Panama City Fire Department Chief Signature & Date:  <small>eSigned via SeamllessDocs.com Key: 7395eef1e477399fc1556e8bc9ff46</small>	
Application Ready for Commission:	
City Commission consideration and action: Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Date: _____	

Permit Fees / Internal Use Only	Fees (check paid fees)	
	<input type="checkbox"/> Application Fee	\$ _____
	<input type="checkbox"/> Security Deposit	\$ _____
	<input type="checkbox"/> Solid Waste – Garbage Carts/Dumpsters	\$ _____
	<input type="checkbox"/> Logistics – Electrical Connections	\$ _____
	<input type="checkbox"/> Utilities – Water Meter	\$ _____
	<input type="checkbox"/> Police / Security	\$ _____
	<input type="checkbox"/> Block Party	\$ _____
	<input type="checkbox"/> Fire / EMT	\$ _____
	<input type="checkbox"/> Other	\$ _____
	Total Fees Due	\$ _____



INDEMNITY AND HOLD HARMLESS AGREEMENT

IN CONSIDERATION of the City of Panama City, Florida ("City") approving the use of the City's streets and other City properties by the Undersigned, the Undersigned agrees to indemnify and hold harmless the City, its agents, employees and assigns, from any and all claims, demands, damages, actions, causes of actions, or suits for injury or death to any person and damages to property of others, including the property of the City, arising out of or from the use of the City's streets and properties or from the sale, consumption or possession of alcoholic beverages by those attending or participating in the activities sponsored by the Undersigned, as well as any injury resulting from the previous negligence of the City regarding the construction and maintenance of its properties.

The Undersigned represents that (1) the Undersigned has read and understands the terms of the foregoing Indemnity and Hold Harmless Agreement, (2) that the Undersigned's execution of this instrument constitutes its free and voluntary act, (3) that the execution hereof is made without any representations of inducement or otherwise by those indemnified hereby; (4) that this Agreement has been properly approved by the Undersigned and if applicable in accordance with its organizational structure, and (5) that no other signature other than the one affixed to this document is necessary to make this indemnity and hold harmless agreement binding on the Undersigned or its organization.

IN WITNESS WHEREOF, the Undersigned has hereunto set its hand and seal,
this 5th day of January 2022

Signed, sealed and delivered
in the presence of

Missy Bagwell MB
Print Name of Witness

Michelle Bagwell
Print Name of Witness

Michael Rory Drew
Print Name of Organization or
Individual

Signed via SeamlessDocx.com
Michael Rory Drew
Key: 6e50ae5737736e0f0d0c7277ba92c1a8

Signature


Michael Rory Drew
(Print Name)

Title: Groom
Print Name and Title if acting on Behalf of
Above Organization

MICHAEL (ROBY) DREW



2310 W. BEACH DR.

 - BARRICADE PLACEMENT