

CITY OF APOPKA
DEVELOPMENT REVIEW COMMITTEE

DATE: November 02, 2016
TIME: 9:00 AM Development Review Committee Meeting
LOCATION: 120 E. Main Street (Administration Conference Room – 1st Floor)

I. Staff Comments on the following:

A. Special Events:

1. Event: Apopka Faith, Family & Food Festival – Pastor Hezekiah Bradford
Date: Saturday, January 7, 2017
Time: 12:00 Noon thru 8:00 P.M.
Location: 3710 Jason Dwelley Parkway

B. Concept Plan:

2. John's Corner – New Grocery Store SPR16-26C
Concept Plan
Location: 41 E. Michael Gladden Boulevard
Parcel ID #: 09-21-28-0196-80-511

C. Site Plans:

3. Cantero Mass Grading Plan and Development Agreement
Location: Golden Gem Road, South of Kelly Park
Parcel ID #'s: 24-20-27-0000-00-097; 098; 100-105

D. Subdivision/Plats:

4. Maudehelen Subdivision Phase 4 PR16-11R
Revised Final Development Plan/Plat
Location: South of Beardsley Drive
Parcel #'s 07-21-28-0000-00-054
5. Ponkan Reserve PR16-23
Preliminary Development Plan
Location: 318 W. Ponkan Road
Parcel ID #: 28-20-28-0000-00-006

E. Street Name Review:

None

F. FLUM / Rezoning:

None

G. Special Exception:

6. Cantero Special Exception Permit SPEX16-02
Special Exception
Location: Golden Gem Road, South of Kelly Park
Parcel ID #'s: 24-20-27-0000-00-097; 098; 100-105

II. Other Business:

A. Public Hearing:

7. Parking Ordinance

B. Vacate/Variance:

None

C. Request for Extension:

None

D. Discussion:

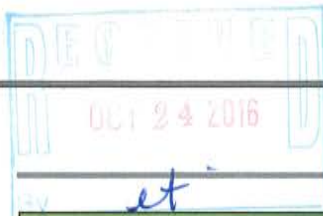
None

E. Peddlers Permit:

None

F. Plan Final Review and Sign-off: **Projects at "Zoning Counter"**

Please direct any comments or questions concerning the items scheduled for this meeting to the Community Development Department at (407) 703-1739.



Special Event Permit Application | 2016

Special Events Permit

Applicants Information

Name of Applicant: Pastor Hezekiah Bradford Phone: (407) 973-6807
Address: 573 Smoke Mont Court City: Apopka
ZIP: 32712 Email address: Working2Gether@oneapopka.com
Secondary Contact: Willie Carey Phone: (407) 937-9614

If Special Event is for an organization, please also complete below

Name of Organization: South Apopka Ministerial Alliance / Apopka Christian Ministerial Alliance
Tax Exempt: Yes: _____ No: ☒ State of Florida Tax Number: _____
If claiming tax exemption a copy of 501-C3 and tax exemption certificates must be provided. Taxes will be charged if not provided.

Type of Event

Name of the Event: APOPKA FAITH, FAMILY & FOOD FESTIVAL
Date(s) of the Event: January 7, 2017 Hours of Event: Noon until 8pm
Location of the Event: 3710 Jason Dwelley Pkwy, Apopka, FL 32712
Does the location of the event take place on Public or Private Property? Public
Briefly describe the event and all activities that will occur during the event: This event is an
artistic performance of musical expressions of spiritual fellowship, and that of call and
response of attendees. Additionally, there will be vendor activities of food and
merchandising commerce.

Expected attendance: 2000

Will there be admission, vendor, participant or other fees: Yes: ☒ No: _____

Will you be serving alcohol: Yes: _____ No: ☒

**If yes for serving alcohol, you will be required to obtain approval from City Council. Upon final approval you will need to provide a copy of the liquor license.*

Special Events Permit (Continued)

Type of Event

Description of any equipment being used (Tents, Banners, Signs, Animals, Etc.): Stage Banners,

10 x 10 Vendor Tents, Event Entrance Banner & Sound System.

Will you have any street, lane, or sidewalk closures?

Yes: _____ No: X

If yes, explain:

Once your completed event permit is received the following will happen:

- The event calendar will be checked to make sure there are no conflicting events (if so, you will be notified immediately).
- Your application will be submitted and reviewed by DRC (Development & Review Committee).
- **If approved the event may require additional approval from the City Council if there are any street closures or alcohol sales.**
- If the location of the event takes place on City Property, you will be required to complete the Facility Use Agreement.
- You may be required to hire off-duty Apopka Police and Fire Fighters depending upon the size of the event.
- Temporary event signage will require a weekend directional sign permit from the Building Department.
- Any tents 200 square feet or larger will require the following:
 - Copy of Certificate of Flame Resistance for tent.
 - City Inspection Sheet signed by Fire/Building Department Officials
 - Copy of tent permit from Building Department
- Applicants must provide adequate restroom facilities during event.
- Meetings are scheduled, if need be, to solve any conflicts or concerns. A meeting will be required for events with more than 1,000 people in attendance.
- If approved, your final permit will be sent to you.
- You must have your final permit with you on the day of your event. If you don't provide it when asked, your event may be shut down.

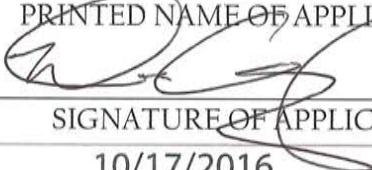
For further information, to determine if the event location is in the City limits, or to inquire about special requirements for your event, please contact the Community Relations and Events Coordinator, at 407-703-1809, or visit us at 120 E. Main Street, 1st Floor, Apopka, Florida, Monday through Friday, 8:30 a.m. until 4:30 p.m.

HOLD HARMLESS AGREEMENT

I, Willie Carey, on behalf of Events by Will, LLC., agree to indemnify and hold harmless the City of Apopka, its agents, employees or any other person against loss or expense including attorneys' fees, by reason of the liability imposed by law upon the City of Apopka except in the case of the City of Apopka's sole negligence, for damage because of bodily injury, including death at any time resulting therefrom, sustained by any person or persons, or on account of damage to property arising out of or in consequence of the issuance of the permit or conduct of the assembly or any of its participants, in whole or in part, whether such injuries to persons or damage to property are due or claim to be due to any passive negligence of its employees or agents or any other person. It is further understood and agreed that Events by Will, LLC. shall, at the option of the City of Apopka, defend the City of Apopka with appropriate counsel and shall further bear all costs and expenses, including the expense of counsel, in the defense of any suit arising hereunder.

Willie Carey

PRINTED NAME OF APPLICANT


SIGNATURE OF APPLICANT10/17/2016

DATE SUBMITTED

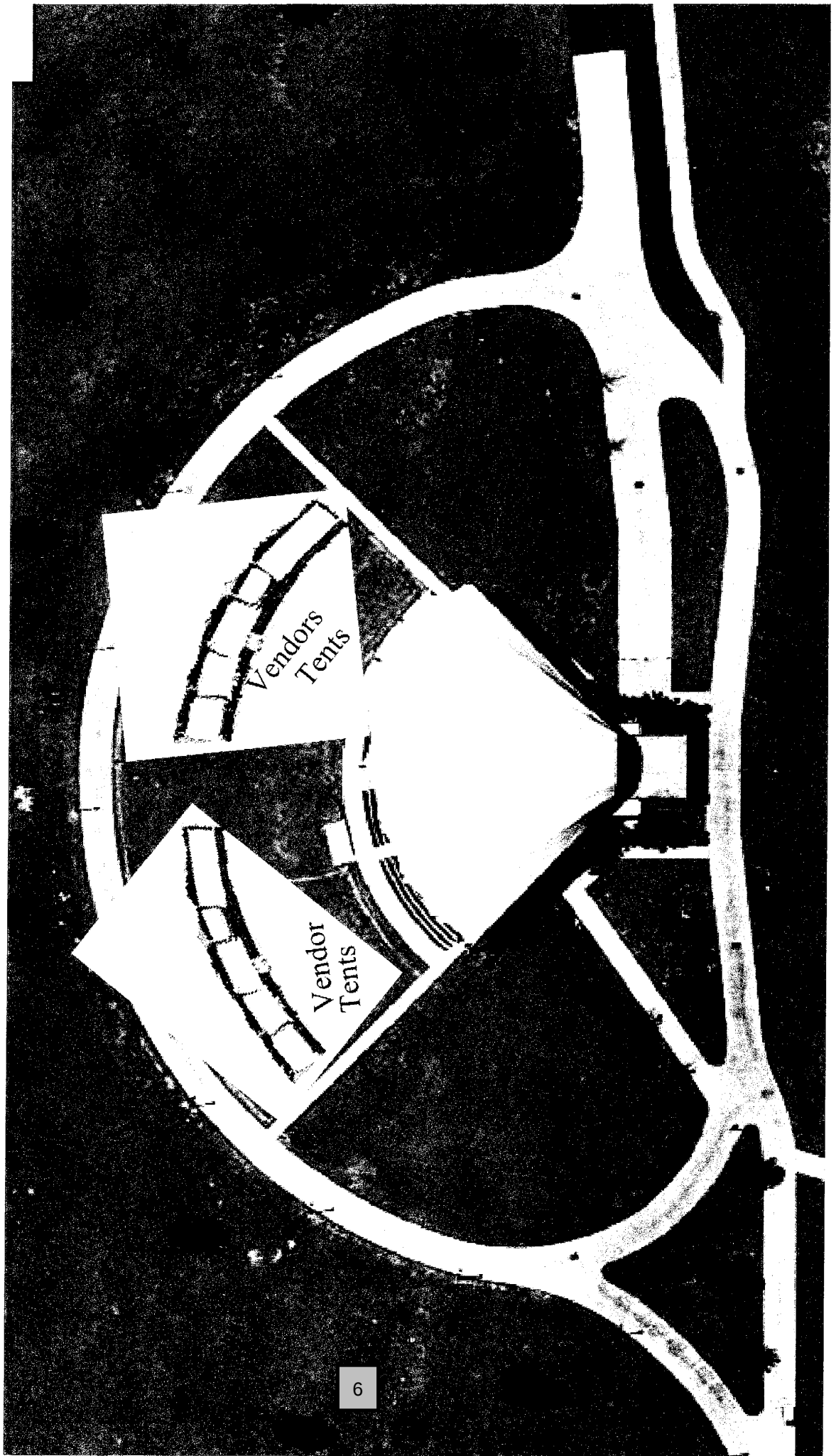
APOPKA FAITH ALLIANCE GOSPEL & FOOD FESTIVAL / 01/07/2017/ Apopka Amphitheater

EVENT NAME / EVENT DATE / LOCATION OF EVENT

STATE OF FLORIDA
COUNTY OF ORANGE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS 19th DAY OF October, 2016 BY Willie Carey, WHO IS PERSONALLY KNOWN TO ME OR HAS PRODUCED Florida Driver's AS IDENTIFICATION.
License C600-881-83-468-C

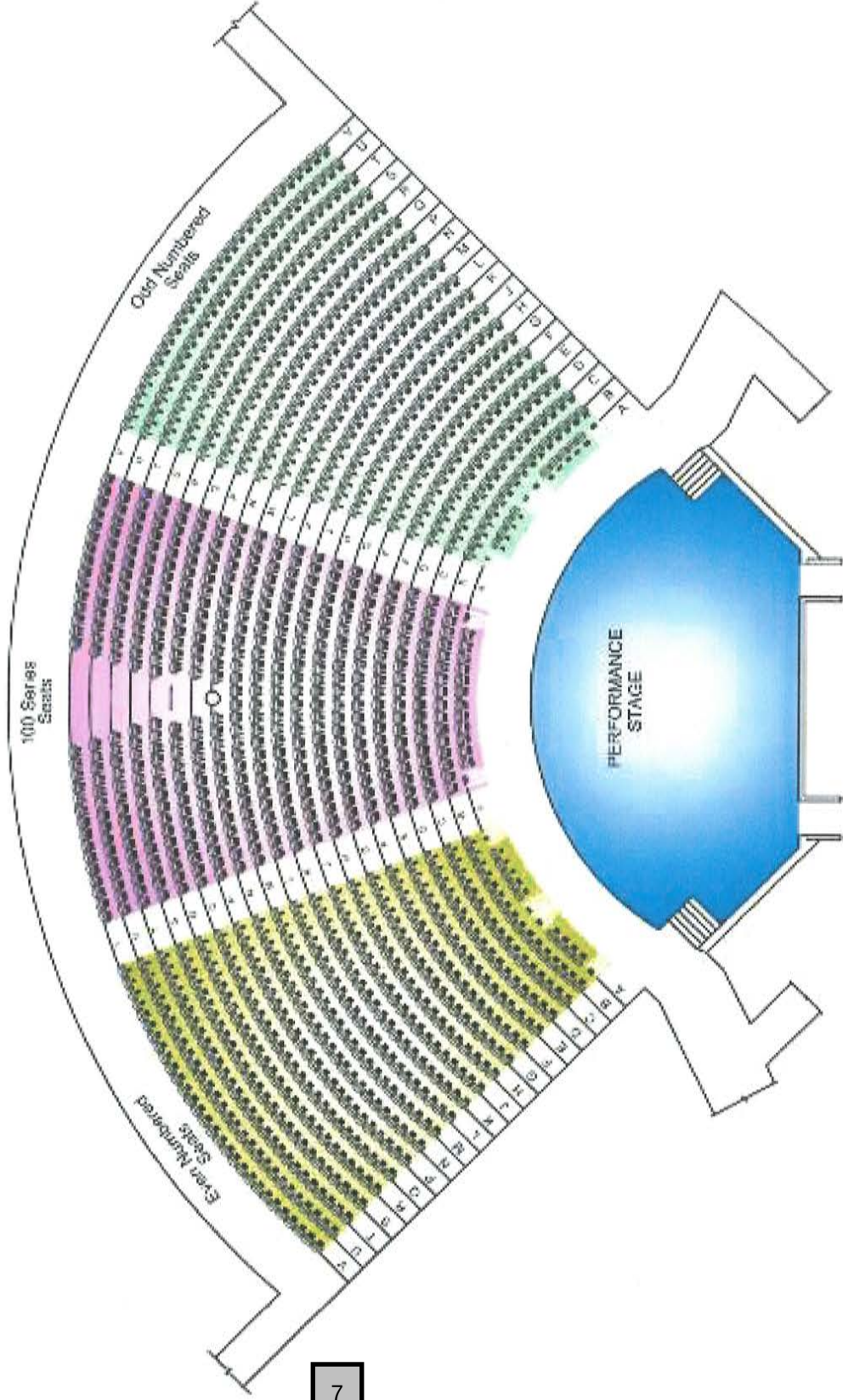

NOTARY PUBLIC SIGNATUREL. Collor
NOTARY PUBLIC PRINTED NAMEL. COLLOR
NOTARY PUBLIC
STATE OF FLORIDA
Comm# FF232199
Expires 3/2/2019



Apopka Amphitheater

Seating Layout

ADDITIONAL GRASS
HILL SIDE SEATING
FOR OVER 5,000 ATTENDEES





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/19/2016

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 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 Numero Uno Insurance 1706 E Semoran Blvd Apopka FL 32703		CONTACT NAME: Minerva Ferrer PHONE (A/C, No, Ext): (407) 880-7283 E-MAIL ADDRESS: ferrerins@gmail.com FAX (A/C, No): (844) 274-3921	
INSURED Events by Will LLC 613 La Salle Dr Altamonte Springs FL 32714		INSURER(S) AFFORDING COVERAGE INSURER A: FEDERATED NATL INS CO INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 10790	

COVERAGES**CERTIFICATE NUMBER:****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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC OTHER:		HM-0000014255-00	07/29/2016	07/29/2017	EACH OCCURRENCE \$ 1,000,000
		DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000				
		MED EXP (Any one person) \$ 5,000				
		PERSONAL & ADV INJURY \$ 1,000,000				
						GENERAL AGGREGATE \$ 2,000,000
						PRODUCTS - COMP/OP AGG \$ Included
						\$
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ ALL OWNED AUTOS ☐ HIRED AUTOS ☐ SCHEDULED AUTOS ☐ NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$
						BODILY INJURY (Per person) \$
						BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						\$
	UMBRELLA LIAB ☐ EXCESS LIAB ☐ DED ☐ RETENTION \$	☐ OCCUR ☐ CLAIMS-MADE				EACH OCCURRENCE \$
						AGGREGATE \$
						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	☐ Y/N ☐ N/A				PER STATUTE ☐ OTH-ER ☐
						E.L. EACH ACCIDENT \$
						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)

A Gospel & Food Event

CERTIFICATE HOLDER**CANCELLATION**

City of Apopka Amphitheater 3200 Jason Dwellley Parkway Apopka, FL 32712	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 Federated National Insurance Company

Special Event Permit Application

FOR OFFICIAL USE ONLY

DRC APPROVAL: _____ **DATE:** _____

DRC COMMENTS:

FIRE APPROVAL: _____ **DATE:** _____

FIRE COMMENTS:

POLICE APPROVAL: _____ **DATE:** _____

POLICE COMMENTS:

EVENTS APPROVAL: _____ **DATE:** _____

EVENTS COMMENTS:

RISK MANAGEMENT APPROVAL: _____ **DATE:** _____

RISK MANAGEMENT COMMENTS:

RECREATION APPROVAL: _____ **DATE:** _____

RECREATION COMMENTS:

CITY COUNCIL WILL CONSIDER THIS REQUEST SUBJECT TO APPLICANT MEETING ALL CITY REQUIREMENTS ON:

MEETING DATE: _____ **APPROVED:** _____ **DENIED:** _____

PERMIT FEE: \$50.00 **DATE PAID:** _____ **REC'D BY:** _____ **DATE EXEMPTED:** _____



City of Apopka

Special Events Permit Application

Point of Contact:

Sarah Ryan
City Events Coordinator
407-703-1809
SRyan@apopka.net

Special Events Permit Checklist

- ☒ Completed Special Event Permit Application.
- ☒ A site plan (MAP) or Parade/Race Route **MUST** be submitted with your application. Map must identify location of staging, tents, parking, barricades, vendors, and restrooms.
- ☒ A certificate of general liability insurance listing the "City of Apopka" as 'Additional Insured' must be submitted. Other insurance coverage may be required.
- ☒ A non-refundable application fee of \$50.00 or completed application for waiver of permit fee is due when application is submitted.
- ☒ Property owner is the City of Apopka, submission of permit implies permission to use property.
- ☒ Letter from the property owner granting permission for use of their property.
- ☒ Signed and notarized hold harmless agreement.
- ☐ A list of all concessionaries and vendors (if applicable).
- ☐ Copies of flyers and advertisements (if applicable).

-All applications must be submitted 60 days prior to the event date.

-All required documentation must be attached with the application. A partial application submission will not be accepted.

