

**Coconut Point
Art Festival**



Lee County
Southwest Florida

Event Application

Special Event

**Use of
County
Property**

**Alcohol
within Lee
County
Facilities**

**Film, Video
&
Photography**



September 29, 2015

Lee County Department of Community Development
Permitting
1500 Monroe St.
Fort Myers, FL 33901

To Whom It May Concern:

Please be advised that I am the Mail Manager for Coconut Point. Our office is located at 23106 Fashion Drive, Estero, FL 33928. I give Howard Alan Events Ltd permission to hold a special event on the property for the period of two days on Saturday and Sunday, February 20-21, 2016.

Please be advised that sanitary facilities will be provided by Howard Alan Events Ltd.

If you have any questions I can be reached at (239) 992-9966.

Sincerely,

Jamie C. Grofik, CSM
Mail Manager
Coconut Point

STATE OF FLORIDA
COUNTY OF LEE

The foregoing instrument was acknowledged before me this 29th day of September 2015 by Jamie C. Grofik who is personally known to me.



Susan Laco

Notary Public

Susan Laco

Print Name

10/25/2018

Commission Expiration Date

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	Coconut Point Art Festival
Date(s) of Event / Production:	Feb 20-21, 2016
Location(s) of Event:	Coconut Point Mall
Name of Applicant:	Howard Alan Events, LTD
Applicant Address:	270 Central Avenue, Suite 107, Jupiter, Florida 3358
Applicant Phone Number:	561-746-6615
Contact Person: (if different from applicant)	Helayne Stillings
Contact Phone Number: (if different from applicant)	813-361-3636
Email Address:	helayne@artfestival.com
Estimated Attendance:	3,000
Event Description: Include each activity, when activities take place, etc.	art festival
Hours of Operation:	10:00am-5:00pm
STRAP # of Parcel:	04-47-25-000sc.0010
Owner of Premises*:	Coconut Point Development

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

Lee County Event Permit Application



Fill out the following questions for all permit types:

What is the Zoning Classification of the premises? commercial

Are any temporary structures to be installed for the event? Yes No Type: 10x10

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: see attached

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

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

Will Vehicles be Used as Part of This Event?

Yes No

If yes, automobile coverage must be included on the certificate of insurance.

Will Food be Available at this Event?

Yes No

If yes, products liability coverage must be included on the certificate of insurance.

Will Alcoholic Beverages be served/consumed at this Event?

Yes No

If yes, liquor liability coverage must be included on the certificate of insurance.

Name & Address of Organization Providing Food: _____

Type of Food being Served: _____

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: Howard Alan Events, LTD

Fill out this portion for applications for Solicitation in the County Rights-of-Way:

Name of Charity: _____

Address of Charity: _____

Phone Number: _____

Non-profit certificate/registration number: _____

(Proof of registration with the Dept. of Agriculture & Consumer Services §496.405 or proof the organization is exempt from this requirement. §316.2045)

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

Lee County Event Permit Application



Section IV - FILM / VIDEO / PHOTOGRAPHY PERMIT

Type of Production (choose all that apply):

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

Will any of the following be needed or included*?

- Street Closure Yes No
- Traffic / Crowd Control Yes No
- Fire or Burning Yes No
- Explosives or Pyrotechnics Yes No
- Animals, Large or Small Yes No
- Construction of Any Kind Yes No
- Large and/or Numerous Vehicles Yes No
- Helicopters, Boats, etc. Yes No
- Stunts Yes No
- Other Yes No

* For any marked Yes, provide further details below:

[Empty rectangular box for providing details for marked Yes items]

Special Parking Requirements:

[Empty rectangular box for Special Parking Requirements]

City or County Services Required: (Personnel, equipment, facilities, etc.)

[Empty rectangular box for City or County Services Required]

The following information is required for local and state records on production in Florida to track the economic impact of the industry. If exact figures are not available, please estimate as closely as possible.

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

Applicant Agreement - Signature Required



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.

Applicant Agreement - Signature Required



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.

Helayne Stillings
Signature of Applicant

Michael Stillings
Witness

Helayne Stillings
Print Name of Applicant and Title

michael Stillings
Print Name of Witness

12/8/2015
Date

12/8/2015
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 in authorized parking areas only.

Deputies (How Many?):

None required.

Fee for Services:

Special Arrangements:

Event being conducted within the property of the Coconut Point Shopping Mall. Traffic on US41 or surrounding roadways should not be impeded in any way.

Print Name: Capt. Scott Lucia
Signature: *Capt. Scott H. Lucia*
Title: Detail Unit Commander
Date: 15 December 2015

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:

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- 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?)

N/A

Fee for Services:

ANY TENT OVER 900 SQ FT MUST BE INSPECTED FEE IS \$55 TO INSPECT ALL TENTS

Flammable Vegetation:

NA

First Aid Equipment:

CALL 9-1-1 FOR ALL EMERGENCIES

Fire Extinguishing:

ANY TENT OVER 900 SQ FT MUST HAVE A 5 OR 6 LB ABC DRY CHEM

Special Arrangements:

NO COOKING UNDER TENTS. MAIN ROADS TO BE KEPT OPEN. ACCESS SHALL BE PROVIDED FOR EMERGENCY RESPONSE

Print Name:

PHILLIP GREEN

Signature:

Title:

FIRE MARSHAL

Date:

9/14/15



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY
14752 SIX MILE CYPRESS PARKWAY
FORT MYERS, FL 33912
(239) 533-3911

Check the appropriate box(es) below:

- SPECIAL EVENT PERMIT
- USE OF COUNTY PROPERTY PERMIT
- 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:

N/A

Medical Personnel:

N/A

Medical Supplies /
Equipment:

N/A

Safety Requirements:

N/A

Fee for Services

Pl. billed @ time of service.

Special Arrangements:

Call 9-1-1 as needed for emergencies.
Be prepared to direct fire & EMS
to emergency.

Print Name: SCOTT TITEL

Signature:

Title:

Deputy Director

Date:

12/10/15

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
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- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Parking:

No event parking on or within 10 feet of Lee County maintained road rights-of-way.

Ingress and Egress:

Use all established means of ingress and egress.

Special Arrangements:

Use Lee County Sheriff's Office for assistance with traffic control as needed.

Print Name: Bryan Miller

Signature: Bryan D. Miller

Digitally signed by Bryan D. Miller
Date: 2015.12.16 10:03:40 -0500

Title: Senior Project Manager

Date: December 16, 2015

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:

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- FILM PERMIT

AFTER REVIEWING THE APPLICATION, PLEASE INDICATE BELOW WHAT ARRANGEMENTS YOUR ORGANIZATION WILL REQUIRE THE APPLICANT TO COMPLY WITH FOR THEIR EVENT.

Illumination:

Parking Areas:

Event is not on Lee County property and will not affect any county Parks & Recreation operations or programs.

Special Arrangements:

Print Name: Alise Flayack
Signature: *Alise Flayack*
Title: Deputy Director
Date: 12/10/15

*Coconut Point Art Fest
Feb 2016*



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:

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- 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:

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.

Special Arrangements:

A Certificate of Insurance shall be submitted as evidence of the required coverage listing Lee County Board of County Commissioners, P.O. Box 398, Fort Myers, FL 33902 as the certificate holder and as an additional insured.

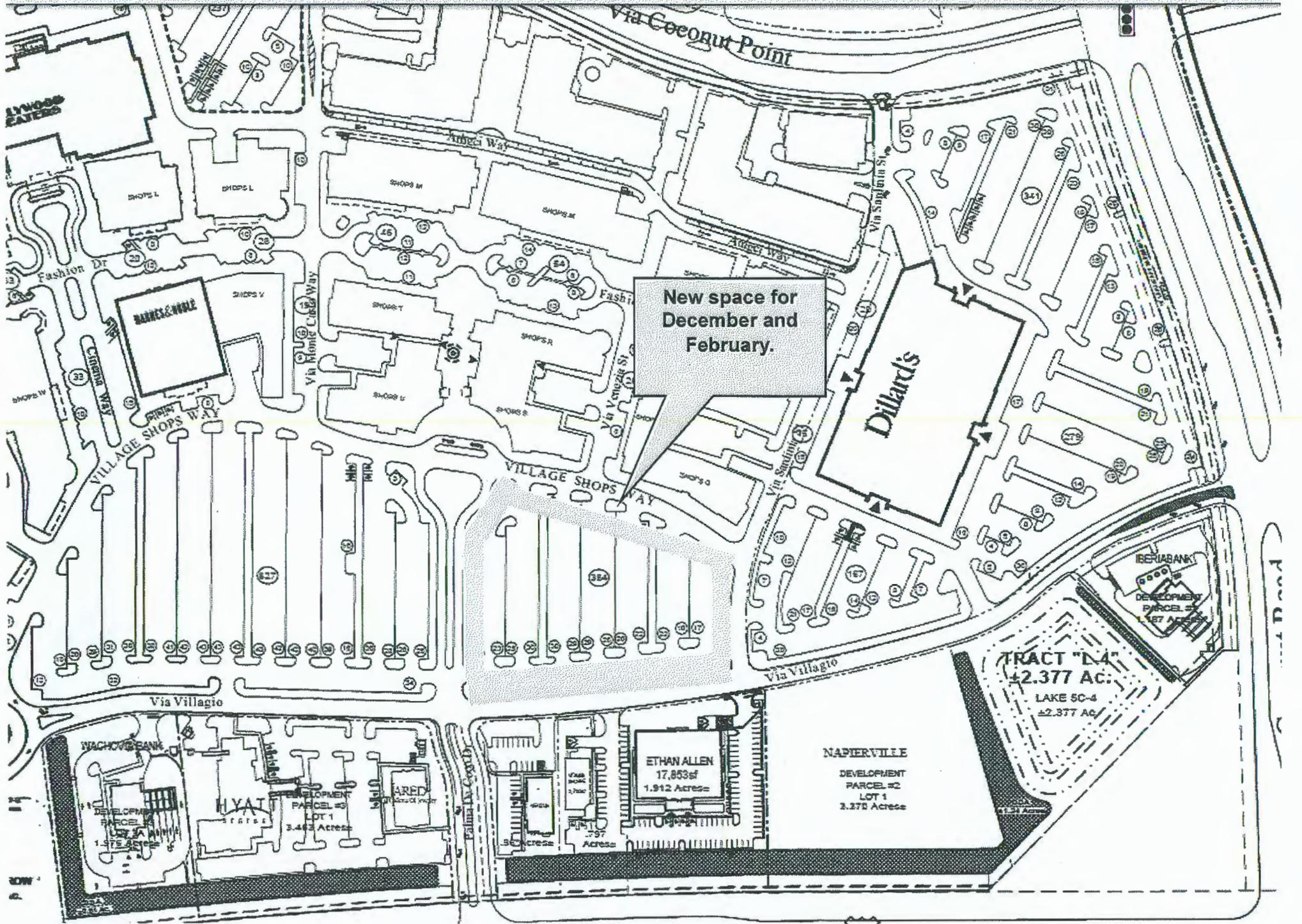
Subject to proof of insurance.

Print Name: Mike Figueroa

Signature:

Title: Risk Program Manager

Date: December 17, 2015



New space for
December and
February.

Dillard's

TRACT "L4"
±2.377 AC.
LAKE 50-4
±2.377 AC.

ETHAN ALLEN
17,853sf
1.912 Acres

NAPERVILLE
DEVELOPMENT
PARCEL #2
LOT 1
2.278 Acres

HYATT
DEVELOPMENT
PARCEL #3
LOT 1
3.463 Acres

WACHOVIA BANK
DEVELOPMENT
PARCEL #1
LOT 1
1.978 Acres

IBERIABANK
DEVELOPMENT
PARCEL #2
LOT 1
1.877 Acres

3.57 Acres

.797 Acres

1.154 Acres

Via Villagio

Village Shops Way

Via Coconut Point

Arboret Way

Arboret Way

Via Sangre St.

Via Village St.

Via Monte Carlo Way

Fashion Dr

Village Shops Way

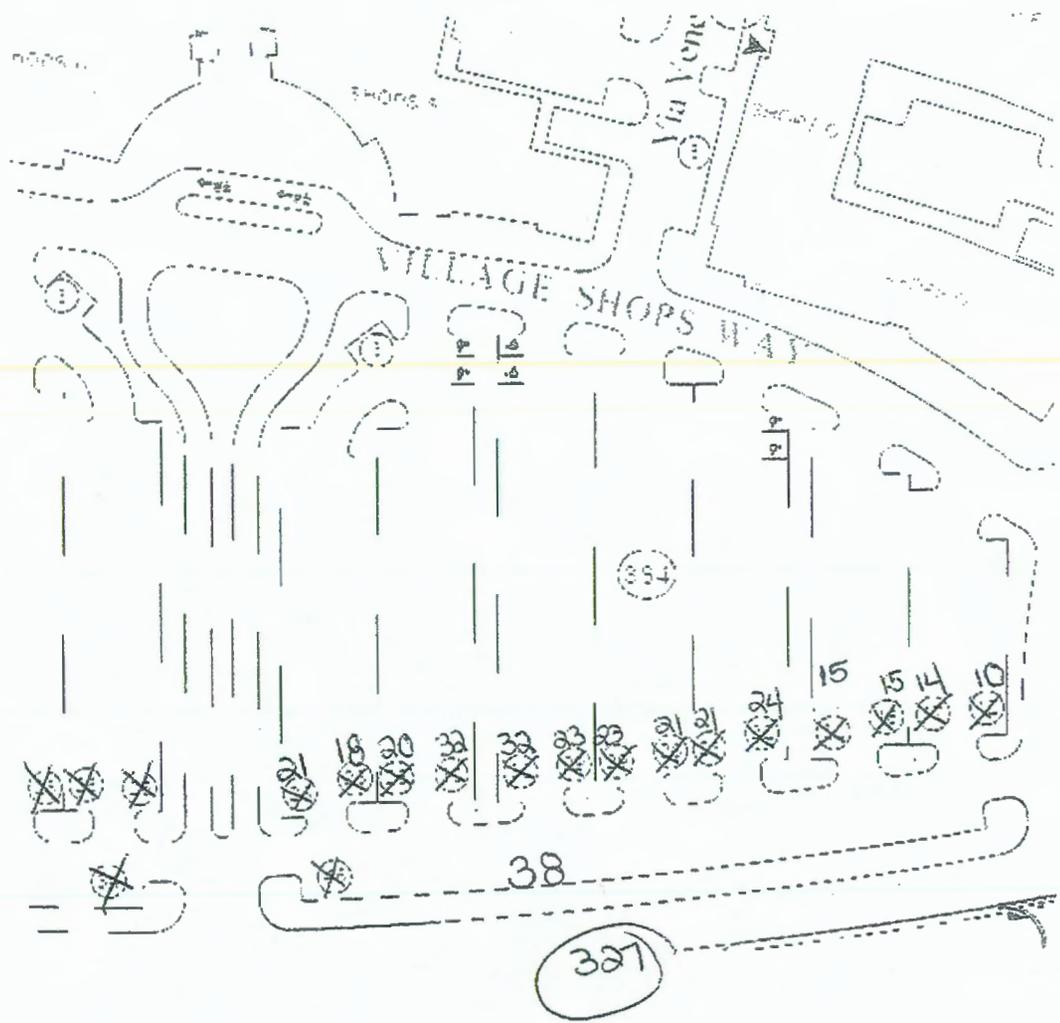
Via Villagio

Palmer Way

LYWOOD GATES

ROW

New Space



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RESOLUTION NO. PZB 2016 - 01

**TEMPORARY PERMIT TMP 2016-00001
ADMINISTRATIVE APPROVAL
VILLAGE OF ESTERO, FLORIDA**

WHEREAS, Coconut Point (“applicant”) filed a special event permit application for an art festival on the property located at 23106 Fashion Drive, Estero, described more particularly as:

Strap Number: 09-47-25-E2360SC.00010

WHEREAS, the applicant has requested an art festival to be held on Saturday and Sunday, February 20, 2016 through February 21, 2016; and

WHEREAS, Coconut Point has granted permission for Howard Alan Events Ltd. To hold a special event on Coconut Point’s property; and

WHEREAS, Land Development Code Section 34-3041 sets forth regulations for temporary use permits; and

WHEREAS, the applicant complies with these regulations; and

WHEREAS, the Village of Estero Transitional Land Development Code provides for temporary use permits; and

WHEREAS, under the provisions of Ordinance 2015-01 of the Village of Estero, the Planning and Zoning Board has been delegated the authority to make determinations with respect to all applications for administrative actions; and

WHEREAS, the following findings of fact are offered:

1. The art festival is located in the parking lot of Coconut Point Mall with no adverse impacts expected; and
2. The applicant has demonstrated compliance with Section 34-3041 of the Land Development Code; and
3. The Planning and Zoning Board has taken this action at a duly constituted public hearing after due public notice.

NOW, THEREFORE, IT IS HEREBY DETERMINED that the application for a special permit is APPROVED, subject to the following conditions:

- 45 1. The art festival is approved to operate Saturday and Sunday, 10:00 a.m.– 5:00 p.m.,
 46 from February 20 through February 21, 2016.
 47
 48 2. All main roads, ingress and egress points are to remain accessible to pedestrians and
 49 vehicular traffic.
 50
 51 3. Port-A-Potties shall be located so that they are not visible from US 41.
 52
 53 4. If it is determined that inaccurate or misleading information was provided to staff or
 54 the Planning and Zoning Board or if this decision does not comply with the LDC when
 55 rendered, then, at any time, the Planning and Zoning Board may issue a modified
 56 decision that complies with the Code or revoke the decision. The permittee will be
 57 given written notice of violation and action necessary to correct same prior to revoking
 58 a permit.
 59

60 **PASSED AND DULY ADOPTED** this 16th day of February, 2016.

61
 62 **VILLAGE OF ESTERO**
 63 **PLANNING AND ZONING BOARD**
 64

65
 66 _____
 Roger Strelow, Chairman

67 Attest:

68
 69
 70 By: _____
 71 Kathy Hall, MMC, Village Clerk
 72

73
 74 Reviewed for legal sufficiency

75
 76
 77 By: _____
 78 Nancy Stroud, Esq.
 79

80 **Vote:**

81 Roger Strelow	Yes ___	No ___
82 David Crawford	Yes ___	No ___
83 Ned Dewhirst	Yes ___	No ___
84 Marlene Naratil	Yes ___	No ___
85 Jeff Maas	Yes ___	No ___
86 Scotty Wood	Yes ___	No ___
87 Ryan Binkowski	Yes ___	No ___