

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) 320 Grinnell, LLC DBA Conch on the Head

Address of Applicant(s) 320 Grinnell Street, Key West, FL 33040

Phone Number of Applicant(s) 305-293-8983 Fax: 305-293-8748 Email alvina@owentrepanier.com

Name of Non-Profit (s) PAL/Frederick Douglass After School Program

Address of Non-Profit(s) KWPD 1604 North Roosevelt Blvd. Key West, FL 33040

Phone Number of Non-Profit(s) 305-809-1052

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving \$1000.00

Date/Dates of Event March 17, 2015

Hours of Operation 9:00 A.M. to Midnight

Estimated/anticipated number of persons per day 750-800

Location of Event 320 Grinnell Street and corner of James street

Street Closed 1 Block of James back to Margaret & Grinnell Street

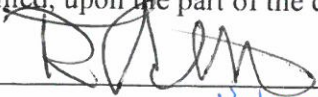
Detailed description of event Irish Heritage Celebration Irish music

(inside) food and drinks / outside

Noise exemption required: Yes No

Alcoholic beverages sold/served at event: Yes No

The applicant does acknowledge and hereby affirms that any and all information is accurate to the best of his/her knowledge. The applicant(s)/permittee agrees to assume full responsibility and liability for and indemnify and hold the City of Key West harmless from and against all liability, claims for damages, and suits for or by reason of any injury to any person or damages to any property of the parties hereto or of the third persons for any and all cause or causes whatsoever or in any way connected with the holding of said event or any act or omission or thing in any manner related to said event and its operation irrespective of negligence, actual or claimed, upon the part of the city their agents or employees.


Applicants Signature Robert Watters
Kevin Sullivan - AICP

Jan 13 2015
Date

Financial Statement of the event of the previous year must be submitted with application

CITY OF KEY WEST
APPLICATION FOR A SPECIAL EVENT PERMIT
NOISE CONTROL EXEMPTION

\$50.00

Date 1/13/15

Applicant Name 320 Grinnell Street, LLC

Applicant Address 320 Grinnell Street Key West, FL 33040

Applicant Phone Number 504-458-1203

Event Name ST. Paddy's day Irish Festival

Event Address/Location 320 Grinnell Street & James Street KW

Date of Event March 17, 2015

Nature of Event Irish Heritage Festival

Profit Non Profit

Time(s) Request for Exemption 10:00 A.M. to

Number of Exemptions at this location this calendar y

Date of last exemption 3/17/2014

City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWSJS2 Type: CC Drawer: 1
Date: 1/26/15 45 Receipt no: 11679

Description	Quantity	Amount
SS	SPECIAL EVENTS PAYMENTS	
	1.00	\$50.00

G/L account number:
00100003429300
00100001040000

CONCH ON THE HEADS
320 GRINNELL - ST PATRICKS
NOISE

Tender detail		
CK CHECK	1166	\$50.00
Total tendered		\$50.00
Total payment		\$50.00

Trans date: 1/26/15 Time: 12:57:41

DME

Revised for
Third Reading
11/19/02

ORDINANCE NO. 02-29

AN ORDINANCE OF THE CITY OF KEY WEST, FLORIDA, AMENDING CHAPTER 6 OF THE CODE OF ORDINANCES ENTITLED "AMUSEMENTS AND ENTERTAINMENT" BY AMENDING ARTICLE II PERTAINING TO SPECIAL EVENTS; AMENDING SECTION 6-26 TO REQUIRE A DOWN PAYMENT ON THE COST OF CITY SERVICES, TO ALLOW FOR INTEREST ON LATE PAYMENTS, AND TO INCREASE THE COST WAIVER TO \$1,000.00; ADDING SECTION 6-27 TO RESTRICT PLACEMENT OF FOOD, BEVERAGE AND MERCHANDISE BOOTHS; AMENDING SECTION 6-56 TO REQUIRE THE APPLICATION TO LIST AN EMERGENCY CONTACT PERSON; AMENDING SECTION 6-57 TO ESTABLISH A MINIMUM NON-PROFIT SHARE FOR SPECIAL EVENTS IN WHICH A STREET IS CLOSED; AMENDING SECTION 6-58 TO PROVIDE THAT MAJOR FESTIVAL SPONSORS MAKE APPLICATION SIX MONTHS IN ADVANCE AND APPROVE CERTAIN SALES OF ALCOHOLIC BEVERAGES; ADDING SECTION 6-61 PERTAINING TO HANDICAP-ACCESSIBLE BATHROOM FACILITIES; PROVIDING FOR SEVERABILITY; PROVIDING FOR REPEAL OF INCONSISTENT PROVISIONS; PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City Commission finds that a revision to the regulations governing special events and street closures would promote the health, safety and welfare of the citizens of Key West.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF KEY WEST, FLORIDA:

Section 1: That section 6-26 of the Code of Ordinances is hereby amended as follows*:

Sec. 6-26. Payment for city services.

(a) The organizer or sponsor of any festival, street fair, fair, carnival, athletic event, contest, competition, parade, fundraiser, rally, boat or car race or other special event which requires city authorization, whether by administrative permit or city commission approval, and which requires the provision of additional or extraordinary support services by police, fire, administrative, or other city departments in order to maintain order or safety or to escort participants shall pay to the city the cost of such services. A down payment of ten percent (10%) of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten (10) days prior to the event.

(b) The city manager shall establish a cost schedule for additional or extraordinary support services for the events referred to in subsection (a) of this section, which schedule shall be subject to approval of the city commission. The city manager is authorized to provide reasonable terms for time and manner of payment. If the event sponsor fails to pay the full costs at the time determined by the city manager or, if no such deadline is

*(Coding: Added language is underlined; deleted language is ~~struck through~~.)

established, then within thirty (30) days after the event the city may impose an interest charge on the amount due at the rate of one and one half percent (1-1/2%) per month.

(c) The city commission may grant special exceptions to this section for cause shown upon the public record.

(d) The first ~~\$500.00~~ \$1,000.00 of costs as specified in subsection (a) of this section may be waived for any organizer or sponsor which has qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the event a public accommodation subject to the human rights provision of the section 38-225.

(e) Any nonprofit organization accepting the waiver provided for by subsection (d) of this section shall, within 90 days following the special event, submit to the city commission an accounting of expenses and revenues incurred and generated during the event.

Section 2. That section 6-27 is hereby added to the Code of Ordinances as follows:

Sec. 6-27. Food, beverage and merchandise booths.

No booth or stall set up for a special event and serving any amount or type of food and/or beverage, or selling merchandise, shall be placed directly in front of, or within five(5) feet of the property line of, a restaurant or a bar or a retail store (selling

primarily the same or similar merchandise), unless the owner of the restaurant, the bar or the store consents. This section shall not apply to major festivals as defined in section 6-58.

Section 3. That section 6-56 of the Code of Ordinances is hereby amended as follows:

Sec. 6-56. Application.

(a) Except as provided in section 6-58, Aat least 60 days prior to a proposed special event that will result in the closing of a public street, the sponsor shall submit an application to the city manager. An application may be made either by a tax-exempt nonprofit organization (nonprofit) or jointly by a nonprofit and a private person or business entity.

(b) If the city manager approves the application, he shall then schedule it for consideration by the city commission. However, if the special event proposes to close only one block, is intended to end prior to 9:00 p.m. on any day of the year, and does not seek either a ~~fee~~ cost waiver or a noise exemption, the city manager may give final approval to the application.

(c) Each application shall include the name of a sponsor's contact person and that person's 24-hour telephone number(s), in case of emergency.

Section 4. That section 6-57 of the Code of Ordinances is hereby amended as follows:

**Sec. 6-57. Donation of percentage of revenue
to nonprofit organization.**

~~A percentage of the revenues of a special event that causes the closing of a city street must be donated to the nonprofit organization and, at the sponsor's option, to additional charities. On the application form issued by the city manager, the nonprofit must state the amount or percentage of revenues it anticipates to receive from the special event.~~ When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least twenty-five percent (25%) of the sponsor's gross revenues or \$1,000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manager with a letter of assent.

Section 5. That section 6-58 of the Code of Ordinances is hereby amended as follows:

Sec. 6-58. Major festival.

(a) A major festival is a special event of regional impact. Major festivals are: ~~Faney~~Fantasy Fest, Hemingway Days, Goombay Festival, Conch Republic Celebration, the Poker Run, the Valentine's Day event for Wesley House, the Red Ribbon event at ~~Mango's~~ Mangoes, and such other special events as may be added or subtracted by resolution of the city commission. Private persons

or business entities who sponsor major festivals are not required to provide funds to a non-profit organization per section 6-57. An application for a major festival must be received in the city manager's office at least six (6) months in advance of the scheduled event. ~~have a non-profit coapplicant or to provide a percentage of revenues to a charitable cause.~~

(b) A business that seeks to sell alcoholic beverages at a major festival pursuant to an APS state license, and which is not a bar or restaurant or other concern that sells alcoholic beverages in the ordinary course of its business, must obtain the written approval of the major festival sponsor and provide such approval to the city of Key West.

Section 6. That section 6-61 is hereby added to the Code of Ordinances as follows:

Sec. 6-61. Temporary bathroom facilities.

Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent (5%) of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.

Section 7. If any section, provision, clause, phrase, or application of this Ordinance is held invalid or unconstitutional for any reason by any court of competent jurisdiction, the remaining provisions of this Ordinance shall be deemed severable

therefrom and shall be construed as reasonable and necessary to achieve the lawful purposes of this Ordinance.

Section 8. All Ordinances or parts of Ordinances of said City in conflict with the provisions of this Ordinance are hereby superseded to the extent of such conflict.

Section 9. This Ordinance shall go into effect on January 1, 2003.

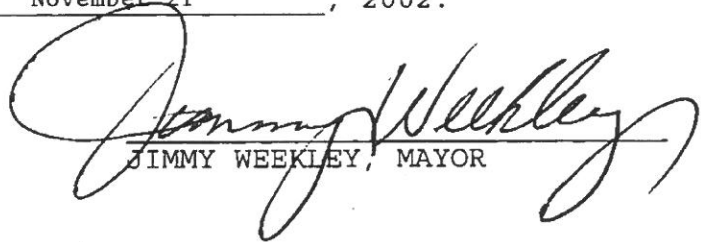
Read and passed on first reading at a regular meeting held this 16th day of October, 2002.

Read and passed on second reading at a regular meeting held this 6th day of November, 2002.


Read and passed on final reading at a regular meeting held this 19th day of November, 2002.

Authenticated by the presiding officer and Clerk of the Commission on 21st day of November, 2002.






Filed with the Clerk November 21, 2002.



JIMMY WEEKLEY, MAYOR


ATTEST:



CHERYL SMITH, CITY CLERK

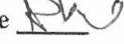
RULES AND REGULATIONS FOR USE OF CITY OF KEY WEST PROPERTY FOR SPECIAL EVENTS


1. All Applicant(s) must fill out a City of Key West (City) application form provided to you by the Office of the City Manager.
2. Application(s) for special event(s) must be in the Office of the City Manager 60 days prior to the event.
3. Application(s) must provide comprehensive liability insurance insuring itself and the City against all claims of damages or injury to persons or property arising for any reason as a result of the activities associated with the special event permitted by the City. The insurance policy shall be written by a solvent insurance company in good standing and shall provide a minimum of \$1 million general liability. The policy shall show the City of Key West as an additional named insured.
Sponsor's Signature 
4. The applicant shall indemnify and hold the City harmless from all losses, claims, damages, liabilities, and expenses which may be incurred by the City or which may be claimed against the City by any person, firm to the person or property of any person, firm, corporation, or entity which are consequent or arise from the activities of the permit holder or its equipment, employees, agents, guests, licensees, or invitees for the permit holder activities or which damages/injuries are consequent or arise from permit holders failure to comply with all applicable laws, statutes, ordinances and regulations.
Sponsor's Signature 
5. Applicant(s) who are businesses or private persons who wish to close a City street must make an application jointly with a non-profit entity. When a sponsor proposes a special event that will cause the closing of a city street or other public right-of-way, the sponsor must donate at least 25% of the sponsor's gross revenues or \$1000.00, whichever is greater, to at least one nonprofit organization. The sponsor must designate the nonprofit organization(s) on the application for the event. Each named nonprofit organization must provide the city manger with a letter of assent. Applicant(s) must also hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or the City Manager's Office. Applicant(s) must have neighboring businesses sign a petition of no objection to the street closure.
Sponsor's Signature 
6. *Within 30 days of the events completion the City Commission will receive a letter from the not for profit organization stating the amount of the monetary donation received from the event.*
Sponsor's Signature 
7. Applicant(s) wishing to sell/consume alcoholic beverages on City property must have approval by the City Commission via Resolution and must hire an off-duty police officer(s) for crowd control and safety as determined by the Key West Police Department or City Manager's Office. Applicant must provide liquor liability insurance.
Sponsor's Signature 


8. Applicant(s) wishing to have an exemption from the noise control ordinance must fill out an application thirty days before the event. Processing fee for the application is \$50.00.
Sponsor's Signature 


9. All applications are subject to approval at the discretion of the City Manager and/or City Commission.
Sponsor's Signature 


10. Notice of the city commission's proposed action on an application for a special event permit shall be mailed prior to the meeting at which the matter is to be considered to all property owners and occupants of property located within a 100-foot radius of the proposed special event. Notice of such proposed action also shall be published in a newspaper of general circulation in the city at least five days prior to the date of the city commission decision. The notice shall identify a contact person and phone number for complaints. The applicant shall pay for the newspaper advertisement.
Sponsor's Signature 

11. The organizer or sponsor of any special event, which requires the provision of additional or extraordinary support services by police, fire, administration, or other city departments shall pay to the city the cost of such services. A down payment of 10 percent of the costs, as estimated by the city manager, shall be made to the city either by certified check or credit card at least ten days prior to the special event.
Sponsor's Signature 

12. The first \$1000.00 of costs as specified in subsection (a) of the ordinance may be waived for any organizer or sponsor, which qualified as a tax-exempt nonprofit organization according to state or federal law. Acceptance of this waiver by such sponsor shall render the special event a public accommodation subject to the human rights provision of the section 38-225.
Sponsor's Signature 

13. Any nonprofit organization accepting the waiver provided for by subsection (d) of the ordinance shall, within 90 days following the special event, submitted to the city commission an accounting of expenses and revenues incurred and generated during the special event.
Sponsor's Signature 

14. Whenever the sponsor of a special event provides temporary bathroom facilities on the public right-of-way, at least five percent of those facilities or one of those facilities, whichever is the greater number, shall be accessible to persons with physical disability.
Sponsor's Signature 

15. Where a person has not applied for a special event permit and an event at it's location spills into a street, causing the police department to close all or a portion of the street, the person sponsoring the event shall pay all such extraordinary service costs incurred by the city. On each anniversary of this occurrence, if the person can reasonably anticipate an overflow of people into the street, a special event permit must be applied for consistent with this division. A violation of this section may be grounds for revocation of an occupation license.
Sponsor's Signature 

16. Special events may use fog, smoke and bubble machines or any device that emits a mist or spray contingent on Key West Fire Department approval. Approval must be obtained a minimum of 48 hours prior to the event. The use of confetti or confetti machines is strictly forbidden.

Sponsor's Signature 

17. Special Events organizers must submit a adequate recycle plan for the size of the event being requested. Helpful hints and recycling requirements for special events can be found on the city's website. This will help you develop your plan.

Sponsor's Signature 

18. All special events are required to comply with the Federal Americans with Disability's Act which requires access to all areas and services provided by the special events. Organizers must insure that all aspects of their event meet the requirements.

Sponsor's Signature 

Complete Checklist for Event Recycling City of Key West

- ① Identify contact person at the festival responsible for working with recycling.
Name of person: Waste mgmt. Phone number: 305-296-2825
Backspace: Wayne Keller 305-290-4490
- ② Identify the recyclable commodities that will be used by the public and behind-the-scenes.
Aluminum Glass #1 Plastic _____ #2 Plastic Steel _____
Corrugated Cardboard Other: _____
- ③ Define the amount of recycling containers needed for the festival grounds (based on commodities used at the event and where they will be used and discarded. When recyclables are used throughout event, 1 recycling container for every 1 trash barrels will be used).
Amount of recycling and garbage containers needed: see s. below
- ④ Arrange for recycling containers for the grounds and a large container (roll-off or festival box) and coordinate delivery and removal arrangements. Recycling containers may be ordered from Waste Management. 305 296-2825.
Arrangements made: with waste management
- ⑤ Capacity of containers on grounds: by a front load dumpster & 6-64 gallons containers
Contact person for containers: Waste mgmt Phone #: _____
- ⑥ Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- ⑦ Acquire liner bags for the recycling containers to be placed on the grounds. Ensure that the capacity of the bags is equal to or greater than that of the recycling containers on the grounds.
- ⑧ Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.
Arrangements made: Rest. staff assisting waste mgmt.
- ⑨ Arrange for pick-up of the recyclables. The agency providing containers will often take the materials for recycling. In other cases, arrange for the materials to be taken to a recycling facility.
Arrangements made: Rest. staff assisting waste mgmt.
- ⑩ Meet with vendors and tell them to ask customers to recycle the appropriate materials. Make sure vendors know what will be recycled. Inform them that signs will be posted in their areas.
- ⑪ Oversee the delivery of containers and placement of signs.
- ⑫ Place recycling containers next to trash cans on the grounds and insert liner bags. All recycling

containers must be adjacent to trash barrels in order to reduce contamination problems.

- Monitor recycling containers for correct usage during the event and take actions to solve problems.
Problems: _____
Actions taken: _____

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.
Problems: _____
Actions taken: _____

- Take photos of event recycling, record data on volumes of recyclables and trash, and ask vendors and event organizers for comments about the program
Comments: _____

- Ensure that recyclables are removed and taken to the large container when bins are full and that liner bags are replaced.
- At the end of the event, remove signs and arrange for their return to owners.
- Place recycling containers in the pick-up location, as arranged with the providers of the containers.
- Ask the recycling facility to appraise the amount of material collected for recycling by weight, volume, or counts and report on contamination levels.
Amount of material: _____
Contamination: _____
- Prepare a report on the program including strategies used, amount of material diverted, comments and suggestions from participants and future recommendations.
- Share the results with event organizers.
- Security deposit of \$1000.00 must be submitted prior to the event. ✓
- Security deposit returned: _____

*For more information about event recycling and waste reduction, contact Waste Management at
305 296-2825*

CONCH ON THE HEAD LLC
320 GRINNELL ST
KEY WEST, FL 33040

Jan 21 2015

PAY TO THE
ORDER OF

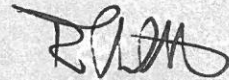
The City of Key West

\$1000.00

One Thousand

DOLLAR

MEMO Recycling Deposit



AUTHORIZED SIGNATURE



City of Key West
*** CUSTOMER RECEIPT ***
Oper: KEYWSJS2 Type: CC Drawer: 1
Date: 1/26/15 45 Receipt no: 11678

Description	Quantity	Amount
ZZ UNUSUAL PAYMENT	1.00	\$1000.00

G/L account number:
00100002200100

CONCH ON THE HEAD LLC
ST PATRICKS RECYCLING
320 GRINNELL

Tender detail		
CK CHECK	1167	\$1000.00
Total tendered		\$1000.00
Total payment		\$1000.00

Trans date: 1/26/15 Time: 12:55:35

RECYCLE PLAN FOR BACKSPACE BAR AND KITCHEN ST PATRICK'S DAY SPECIAL EVENT

The recycle coordinator for our Irish heritage, St. Patrick's Day celebration will be Waste management.

We will use recyclable plates, bowls, cups and cutlery. Waste management will provide recycling bins for these items as well as separate bins for glass, paper and aluminum which will be appropriately labeled.

Staff will make frequent rounds of the crowds to remind people to separate their garbage from recycling. Signs and recycle bins will be placed at point of purchase locations for food and beer, near tables and en route to bathroom facilities.

Smaller recycle bins will be consolidated into larger ones as needed during the event and everything will be emptied as needed. Liner bags will be used for easy and frequent removal and consolidation.

A 6-yard front load dumpster and 55 gallon containers will be delivered by WM the morning of the event. Coordination is underway and we look forward to a successful event.

Respectfully,

A handwritten signature in black ink, appearing to read 'RWatters', with a stylized, looping flourish at the end.

Robert Watters



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3828

Pursuant to my request to conduct a special event requiring authorization by the City Commission, I agree that throughout the event I will keep the premises clear of accumulated recyclables, trash and debris. This includes emptying trash and recycle cans on a regular basis for the duration of the event.

A handwritten signature in black ink, appearing to be "J. M. ...", is written above a horizontal line.

RE: ST. Paddy's Day Irish Festival, March 17, 2015

I, Nikhila Narva, reside at 319 Grinnell St

I have no objection to the street closure for James Street to allow for the St. Paddy's Day Irish Festival.


Signature

1-19-15
Date

RE: ST. Paddy's Day Irish Festival, March 17, 2015

I, CRAIG FAZIO, reside at 910 James.

I have no objection to the street closure for James Street to allow for the St. Paddy's Day Irish Festival.


Signature

1-19-15
Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/9/2015

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 Southernmost Insurance 1010 Kennedy Drive Suite 300 Key West FL 33040	CONTACT NAME: Barry Philipson	FAX (A/C No.): (305) 293-0629	
	PHONE (A/C No. Ext): (305) 296-5052	E-MAIL ADDRESS: Barry@southernmostinsurance.com	
INSURED 320 Grinnell, LLC 315 Bourbon Street New Orleans LA 70130	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Covington Specialty Insurance		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES CERTIFICATE NUMBER: CL151900992 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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			VBA35061800	12/24/2014	12/24/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY	<input type="checkbox"/> PRO-JECT	<input type="checkbox"/> LOC				GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					AGGREGATE \$
	DED	RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	<input type="checkbox"/> Y/N	N/A				WC STATUTORY LIMITS OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/>					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER

CANCELLATION

City of Key West P. O. Box 1409 Key West, FL 33041-1409	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 Barry Philipson/BP



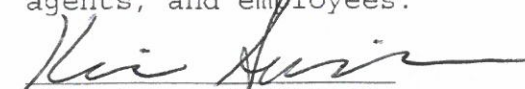
THE CITY OF KEY WEST

P.O. BOX 1409
KEY WEST, FL 33041-1409

**RELEASE AND INDEMNIFICATION
320 Grinnell, LLC
Irish Heritage Celebration
St. Patricks Day**

March 17, 2015

I Robert Watters being authorized to act on behalf of and legally bind 320 Grinnell, LLC doing business as the legal entity or association on whose behalf this application is made, do hereby release the City of Key West, its officers, agents and employees from any and all liability for damages arising out of, or related to the activities for which application for leave to use City property has been submitted; and do hereby further agree, on behalf of said entity or association to indemnify, and hold harmless the City of Key West, its officers, agents, and employees from and against any and all damages to personnel or property of the City, and against all claims for damages or injuries to other persons or property of any nature whatsoever, and for defense costs, including attorneys' fees at both trial and appellate levels, arising from the actions or omissions of the person(s) or legal entity(ies) on whose behalf the application is submitted, including, but not limited to, the sale and dispensing of alcoholic beverages, or otherwise arising from the actions of their members, licensees, customers, guests, invitees, or participants in the related activities permitted. The foregoing Release and Indemnification agreement does not apply to those claims for damages or injuries which result from the negligent actions or omissions of the City of Key West, its officers, agents, and employees.


Signature of Witness

Kevin Sullivan
Print Name

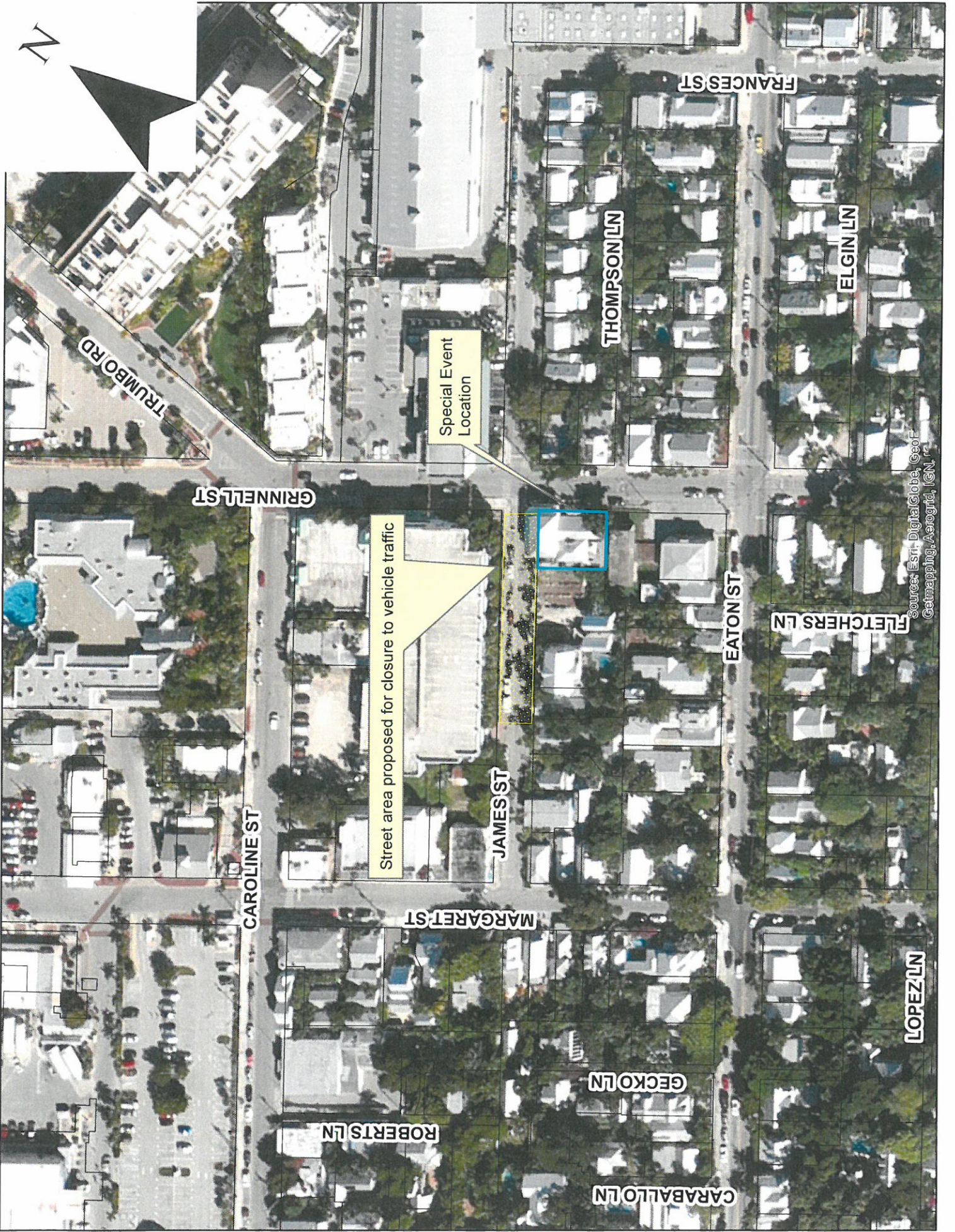
1-23-2015
Date


Signature of Applicant

Robert Watters
Print Name

Jan 21, 2015
Date

Key to the Caribbean - Average yearly temperature 77° F.



TRUMBO RD

GRINNELL ST

CAROLINE ST

MARGARET ST

JAMES ST

EATON ST

FRANCES ST

THOMPSON LN

ELGIN LN

FLETCHERS LN

LOPEZ LN

GECKO LN

ROBERTS LN

CARABALLO LN

Special Event Location

Street area proposed for closure to vehicle traffic

Source: Esri, DigitalGlobe, GeoEye, AeroGRID, IGN, iGeo



FIRE ACCESS

JAMES ST

Barricades

IRISH HERITAGE CELEBRATION
OUTDOOR AREA: Stage/ Eating/ Drinking

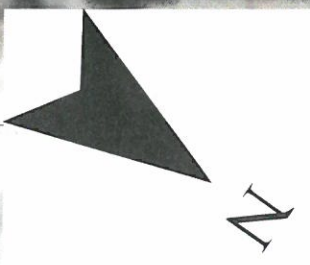
Outdoor Seating

Barricades

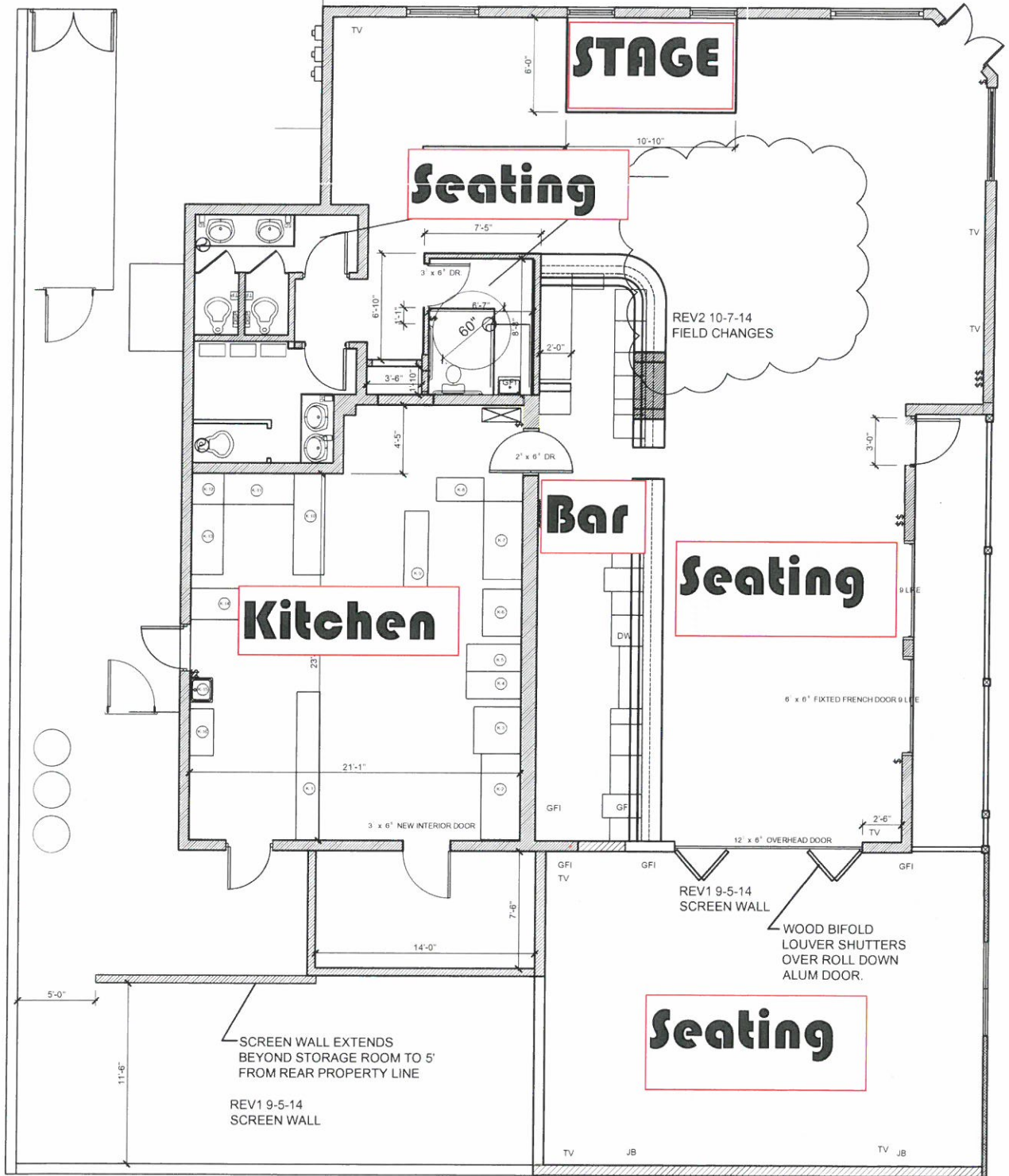
BACKSPACE
Bar & Kitchen

GRINNELL ST

THOMPSON LN



320 Grinnell St.
BACKSPACE BAR & KITCHEN
 St. Patrick's Day Special Event



INTERIOR FLOOR PLAN
 3/16" = 1'-0"



**KEY WEST FIRE DEPARTMENT
FIRE MARSHAL'S OFFICE**

Please Check All That Apply To This Event

Cooking

- Deep Frying/Open Flame
- Charcoal Grill
- Gas Grill
- Food Warming Only
- Catered Food
- Plan for Cooking Oil Disposal
- No Cooking on Site

*All cooking inside
Backspace's kitchen*

Electrical Power

- Generator
- 110 AC with Extension Cords
- DC Power

Road Closure

- Map of Closed Road with Fire Lane & Vendor Booth(s) Locations

Tents (More Than 200 SqFt.)

- Flame Resistance Certificate
- Size, Type, Location of Tent(s)

N/A

Food Booths

- Food Booths – Total # _____
- Vendor Booths – Total # _____
- Total Number of Booths - _____

N/A

Parade

- Floats – Total # _____

N/A

FLORIDA DEPARTMENT OF STATE
DIVISION OF CORPORATIONS



Detail by Entity Name

Florida Limited Liability Company

320 GRINNELL, LLC

Filing Information

Document Number	L14000089521
FEI/EIN Number	47-1103538
Date Filed	05/28/2014
State	FL
Status	ACTIVE
Last Event	LC AMENDMENT
Event Date Filed	08/01/2014
Event Effective Date	NONE

Principal Address

625 FRANCES STREET
C/O WATTERS
KEY WEST, FL 33040

Mailing Address

625 FRANCES STREET
C/O WATTERS
KEY WEST, FL 33040

Registered Agent Name & Address

KLITENICK, RICHARD M, ESQ.
1009 SIMONTON STREET
KEY WEST, FL 33040

Authorized Person(s) Detail

Name & Address

Title MGR

WATTERS, TAMMARA
625 FRANCES STREET
KEY WEST, FL 33040

Title MGR

WATTERS, ROBERT
625 FRANCES STREET
KEY WEST, FL 33040

Annual Reports

Report Year	Filed Date
2015	01/08/2015

Document Images

<u>01/08/2015 -- ANNUAL REPORT</u>	View image in PDF format
<u>08/01/2014 -- LC Amendment</u>	View image in PDF format
<u>05/28/2014 -- Florida Limited Liability</u>	View image in PDF format

[Copyright ©](#) and [Privacy Policies](#)

State of Florida, Department of State

Alvina Covington

From: Alfredo Vazquez [avazquez@cityofkeywest-fl.gov]
Sent: Tuesday, January 20, 2015 4:29 PM
To: Alvina Covington
Subject: FW: KWPD PAL

Alivna,

So sorry you weren't sent a copy. We sent this to the City Manager office last week. We were told it was excepted and we should be good to go. They are waiting for your application.

Thank you, for the donation and we really appreciate your gratitude.

From: Danyle Gray
Sent: Tuesday, January 13, 2015 8:17 PM
To: Maria Ratcliff
Cc: Danyle Gray; Donny Barrios; Alfredo Vazquez; Steve Torrence
Subject: KWPD PAL

Maria,

The Key West PAL has been chosen to be a recipient, to receive a donation that is to be designated for the Frederick Douglass after school Program, in the amount of \$1000.00 or 10% whichever is greater, from **320 Grinnell, LLC**. The special event that is to take place on March 17, 2015 event name is **ST. Paddy's Day Irish Festival**.

We, the Key West Police Athletic/Activities League, are in support of and will receive \$1,000.00 or 10% of the proceeds whichever is greater, from said event. Please accept this as our letter of assent.

Our point of contact on this donation is:

Alvina Covington
Trepanier & Associates, Inc.
Land Planners & Development Consultants
1421 First Street, Key West, FL 33045-2155
Ph. 305-293-8983 / Fx. 305-293-8748

Thank You,

The PAL Team

Officer Danyle Gray
KWPD PAL Secretary
Recruiter / Background Investigator
Professional Standards Division
Key West Police Department
1604 N. Roosevelt Blvd.
Key West, FL 33040
dgray@cityofkeywest-fl.gov
(305) 809-1087 office
(305) 509-0452 cell

Event Name: St. Patrick's Day Irish Heritage Celebration

BACKSPACE BAR +
Kitchen

Special Event Checklist

Everything must be checked off before submitting the special event application

X	TITLE	COMMENTS
✓	Special Event Application	
✓	Noise Exemption (If applicable)	
✓	\$50.00 for Noise	
✓	Ordinance initialed	
✓	Recycling checklist completed	
✓	Recycling deposit \$1,000.00	
✓	Recycling Plan	
✓	Authorization Letter for continuous cleaning of recycled area	
✓	Signatures of No Objection of Street closure (If applicable)	
✓	Insurance naming the City as additional insured	
✓	Financial of previous event (If applicable)	N/A New Business
✓	Release & Idemnification Form	
✓	Site Map (where barricades, stages, etc are to go)	
✓	Letter from non profit that states they will be receiving the funds	

Maria Ratcliff

From: Kevin Sullivan <kevin@owentrepanier.com>
Sent: Friday, January 23, 2015 12:22 PM
To: Maria Ratcliff
Subject: FW: Backspace Bar & Kitchen's St. Patricks Day Irish Heritage Celebration

Maria,

Here is my initial email to coordinate with WM, I will keep you apprised of developments.

Please let me know of any questions/ issues, etc.

Thanks again for all your help!
Have a great weekend

Kevin Sullivan, AICP

Trepanier & Associates, Inc.
Land Planners & Development Consultants
1421 First Street, P.O. Box 2155
Key West, FL 33045-2155
Ph. 305-293-8983 / Fx. 305-293-8748
www.owentrepanier.com

From: Kevin Sullivan
Sent: Friday, January 23, 2015 10:28 AM
To: 'mlara5@wm.com'
Cc: Robert Watters (rwatters@me.com); Owen Trepanier; 'finneganswake320@aol.com'
Subject: Backspace Bar & Kitchen's St. Patricks Day Irish Heritage Celebration

Margaret,

Thanks so much for your help in coordinating this with us. Here are the particulars you requested...

1-6 yard front load dumpster for trash.
6-64 gallon recycle containers.
Drop off date: 3/17/2015
Pick up date: 3/18/2015
On site contact person: Wayne Keller (305) 797-5668; (305)240-4490
Owner contact: Robert Watters
Billing address: 320 Grinell St. Key West, FL 33040

Did I miss anything?
Please reply all to this email with the final agreement form to be signed.

Thanks Again!!

Kevin Sullivan, AICP

Trepanier & Associates, Inc.

320 Grinnell, LLC - Formally Finnegan's Wake
St Patrick's Event
Heritage Celebration
IRISH

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Mano-Rate 1/23/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

✓

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

✓

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

KWDOT/PORT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

CODE COMPLIANCE

✓

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

320 Grinnell, LLC - Formally Innegans Wake
St Patricks Event

Heritage
Celebration

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Mania Ratcliff 1/23/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

J. J. [Signature] 23 Jan 15
SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____

DENIED _____

(if denied attach explanation)

320 Grinnell, LLC - Formally Finnigans Wake
St Patricks Event
Heritage
IRISH Celebration

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Maria Rata wfb 1/23/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

[Signature]
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

FIRE DEPARTMENT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

KWDOT/PORT

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

CODE COMPLIANCE

CONDITIONS/RESTRICTIONS:

SIGNATURE DATE

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)

320 Grinnell, LLC - Formally Funnegans Wake
St Patricks Event

Heritage
IRISH Celebration

CITY OF KEY WEST SPECIAL EVENTS
DEPARTMENT APPROVALS (in order of routing):

EVENTS (INITIAL SIGNOFF):

Mania Rata wfb 1/23/15
SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

PUBLIC WORKS

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

POLICE DEPARTMENT

Steven Torrence
Digitally signed by Steven Torrence
DN: cn=Steven Torrence, o=KWPD, ou=KWPD,
email=storrence@cityofkeywest-fl.gov, c=US
Date: 2015.01.28 15:48:09 -05'00'

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

Requires Extra Duty Detail Officers
Requires Noise Exemption
Requires ABT Permit

FIRE DEPARTMENT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

KWDOT/PORT

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

CODE COMPLIANCE

SIGNATURE DATE

CONDITIONS/RESTRICTIONS:

EVENTS:

REQUEST HAS BEEN APPROVED _____
DENIED _____

(if denied attach explanation)