

CITY OF KEY WEST

APPLICATION FOR A SPECIAL EVENT PERMIT

Name of Applicant(s) The Rotary Club of Key West FL Inc

Address of Applicant(s) 1107 Key Plaza Box 294 Email: Jillian L Gage@aol.com

Phone Number of
Applicant(s) and emergency
number

Jill Cranney Gage (305) 747-0395

Name of Non-Profit(s) The Rotary Club of Key West, FL Inc.

Address of Non-Profit(s) 1107 Key Plaza Box 294 Key West

Phone Number of Non-Profit(s) 305 747-0395 Jill Cranney Gage

Amount or Percentage of Revenue Non-Profit(s) anticipates receiving 100%

Date(s) of Event July 4th 2018

Hours of Operation 5:00 pm - 10:00 pm

Estimated/anticipated number of persons per day 10 for setup / 5000 for event

Location of Event White St. / Ed Knight Pier (Atlantic & White)

Street Closed In the past White Street has been closed at

Detailed Description of Event: the discretion of KWPB & KWFD.
4th of July fireworks display,

drink station beginning 5:00 pm - 10:00 pm

List of Businesses that will participate in Alcohol Exemption:

Noise exemption required: Yes ☒ No ☐

Alcoholic beverages sold/served at event: Yes ☒ No ☐

Recycle Deposit \$1000.00

Yes ☒ No ☐

Cooking oil recycled

Yes ☐ No ☒

Recycled containers

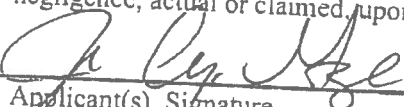
Yes ☐ No ☐

Accounting of items recycled

* Measures

July 4th only - Indigenous Park

The applicant does ac knowledge 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 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.


Applicant(s) Signature

4/10/18
Date

Incoming President

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

\$50.00

Date 4/10/18

Applicant Name The Rotary Club of Key West, FL Inc.
Applicant Address 1107 Key Plaza Box 294 KW, FL
Applicant Phone Number 305 747-0395 Jill Cranny-Gage
Event Name July 4th Fireworks
Event Address/Location White St / Ed Knight Pier (Atlantic & White)
Date of Event July 4th 2018
Nature of Event Fireworks Display Event

Profit ☐ Non Profit ☒

Time(s) Request for Exemption 5:00pm -- 10:00pm July 4th 2018

Number of Exemptions at this location this calendar year unknown

Date of last exemption unknown

No Need for Noise
100 FT does not

ORDINANCE NO. 02-09

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 provisions 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 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 (1½%) 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.

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

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, At 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 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) 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 which 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 therefore 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.

Sponsor's Signature

A handwritten signature in dark ink, appearing to be "J. C. Smith" or similar, written over a horizontal line.

Complete Checklist for Event Recycling City of Key West

- Identify contact person at the festival responsible for working with recycling.
Name of person: Jill Cranney-Gage Phone number: 305-747-0395
- 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:
- 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: 2 @ White + Atlantic 7/4/18
2 @ White St. Pier 7/2-7/4/18
- 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: Annual agreement with Waste Management
- Capacity of containers on grounds:
Contact person for containers: Jill Cranney-Gage Phone #: 305-747-0395
- Order signs to inform customers of recycling. Signs are needed for point-of-purchase locations and recycling containers.
- 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.
- Arrange for emptying of recycling containers during the event – from the containers on the grounds to the large container.
Arrangements made: Rotary volunteers will monitor & empty as needed
- 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: Yes, Waste management
- 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.
- Oversee the delivery of containers and placement of signs.
- 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:

Rotary volunteers will monitor

- View trash barrels and note any recyclables in the trash. Take actions to solve problems.

Problems:

Actions taken:

Rotary volunteers will monitor

- 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:

Rotary volunteers will monitor

- 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:

will supply post event

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



THE CITY OF KEY WEST

1000 Highway 190, Key West, FL 33440-4000

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.

John L. M...
President Elect

Key West, Florida - average yearly temperature 77° Fahrenheit



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

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

Beverage booth

Parade

- ☐ Floats - Total # n/a

[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /**Detail by Entity Name**

Florida Not For Profit Corporation

ROTARY CLUB OF KEY WEST, FLORIDA, INC.

Filing Information

Document Number N00000005436
FEI/EIN Number 59-6152300
Date Filed 08/14/2000
State FL
Status ACTIVE
Last Event AMENDMENT
Event Date Filed 12/05/2016
Event Effective Date NONE

Principal Address

1107 KEY PLAZA
#294
KEY WEST, FL 33040

Changed: 03/06/2016

Mailing Address

1107 KEY PLAZA
#294
KEY WEST, FL 33040

Changed: 03/06/2016

Registered Agent Name & Address

KNOWLES, LISA
1107 KEY PLAZA
#294
KEY WEST, FL 33040

Name Changed: 03/06/2016

Address Changed: 03/06/2016

Officer/Director Detail**Name & Address**

Title President

GONZALEZ, ALBERT

1107 KEY PLAZA
#294
KEY WEST, FL 33040

Title VP

CRANNEY-GAGE, JILLIAN
1107 KEY PLAZA
#294
KEY WEST, FL 33040

Title Secretary

TORRENCE, STEVE
1107 KEY PLAZA
#294
KEY WEST, FL 33040

Title Treasurer

RUSSIN, LINDA
1107 KEY PLAZA
#294
KEY WEST, FL 33040

Title PAST PRESIDENT

VANLOON, DAVID, Esq.
1107 KEY PLAZA
#294
KEY WEST, FL 33040

Annual Reports

Report Year	Filed Date
2016	03/06/2016
2017	01/09/2017
2018	02/23/2018

Document Images

02/23/2018 -- ANNUAL REPORT	View image in PDF format
01/09/2017 -- ANNUAL REPORT	View image in PDF format
12/05/2016 -- Amendment	View image in PDF format
03/06/2016 -- ANNUAL REPORT	View image in PDF format
05/07/2015 - AMENDED ANNUAL REPORT	View image in PDF format
03/07/2015 -- ANNUAL REPORT	View image in PDF format
04/18/2014 -- ANNUAL REPORT	View image in PDF format
03/03/2013 -- ANNUAL REPORT	View image in PDF format
07/13/2012 -- Amendment	View image in PDF format
02/16/2012 - ANNUAL REPORT	View image in PDF format
09/06/2011 -- Reg. Agent Change	View image in PDF format
04/21/2011 -- ANNUAL REPORT	View image in PDF format

02/22/2010 -- ANNUAL REPORT	View image in PDF format
08/15/2009 -- ANNUAL REPORT	View image in PDF format
02/11/2009 -- ANNUAL REPORT	View image in PDF format
02/19/2008 -- ANNUAL REPORT	View image in PDF format
01/18/2007 -- ANNUAL REPORT	View image in PDF format
05/04/2006 -- ANNUAL REPORT	View image in PDF format
01/18/2005 -- ANNUAL REPORT	View image in PDF format
01/26/2004 -- ANNUAL REPORT	View image in PDF format
01/22/2003 -- ANNUAL REPORT	View image in PDF format
01/28/2002 -- ANNUAL REPORT	View image in PDF format
01/17/2001 -- ANNUAL REPORT	View image in PDF format
08/14/2000 -- Domestic Non-Profit	View image in PDF format

Florida Department of State, Division of Corporations



THE CITY OF KEY WEST

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

RELEASE AND INDEMNIFICATION

Rotary Club of Key West, Fl. Inc.

4th of July Fireworks at

Edward Knight Pier & McCoy Indigenous Park

July 4, 2018

I **Jillian Cranney-Gage** being authorized to act on behalf of and legally bind **Rotary Club of Key West, Fl, Inc.** 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

Signature of Applicant

Print Name

Print Name

Date

Date

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

Special Event Recycling Plan
Rotary Club of Key West – Annual Fireworks Display – July 4 , 2018

Recycling Coordinator: JILL CRANNEY-GAGE

Recycling Coordinator will:

- Educate and/or train recycling staff/volunteers, vendors, attendees and participants of event policies
- Coordinate recycle bins and the pick-up of recyclables
- Report the volume recycled to the City of Key West
- Ensure food waste containers are adjacent to recycle bins
- Stage volunteers to ensure no commingling of recyclables and trash
- Locate public recycle areas with trash receptacles near drink location
- Confirm delivery and placement of recycle bins by Waste Management
- Monitor recycle bins for overflow during event
- Confirm pickup of recycle bins and waste containers by Waste Management after the event

Minimum City Requirements

- **Recycle bins for cans and bottles within 50 feet of all drink/drink sales locations.**
Rotary will have one drink sales location and a minimum of 2 recycle bins at the Sonny McCoy Indigenous Park area and 2 recycle bins for bottles and cans plus 1 large recycle bin for cardboard on White Street Pier.
- **Recycle bins for cans and bottles will be placed behind each drink/drink sales location.**
Rotary will have 2 recycle bins and 2 waste bin located in the Sonny McCoy Indigenous Park parking area. Cans, bottles and food waste will be carried from the pier to the parking area bins as needed.
- **Delivery of recyclables to the recycle center shall be by the event, by Waste Management or by other licensed vendor.** Rotary has requested pick-up of all recyclables by Waste Management.
- **Place recycle bins throughout event area.** Rotary will place recycle bins around area of White Street and Atlantic Boulevard as needed.

Bounce House



Pavilion

Bocce

Parking Lot

Parking Lot

Traffic

Duplexer

Dunk Tank

Face Painting

Seating Tent 20x40

Military Tent

Trailer

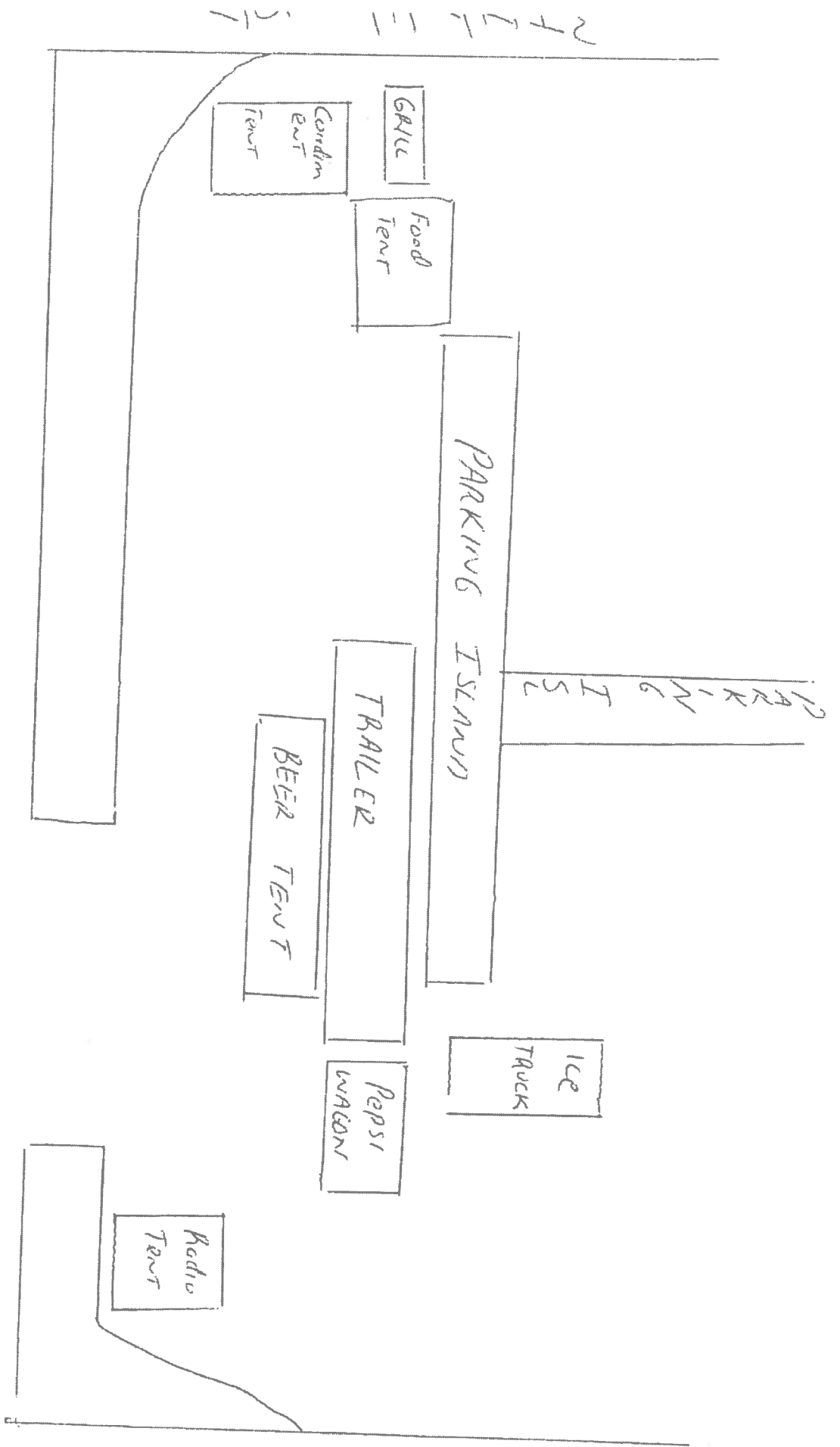
Grille

Sidewalk

WHITE STREET

ATLANTIC BLVD

NOT TO SCALE



ATLANTIC BLVD

Event Name:

club
Rotary of Key West, Fl. Inc

July 4th, 2018

Special Event Checklist

Everything must be checked off before
submitting the special event application

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



***THE ROTARY CLUB OF KEY WEST 4TH OF JULY BOOTH FINANCIAL
SUMMARY REPORT 2017***

<i>Noise exemption fee</i>	<i>\$50.00</i>
<i>Electric Equipment Cost</i>	<i>\$112.00</i>
<i>Beverage cost (limes/cranberry/ other items)</i>	<i>\$168.43</i>
<i>Cost of Liquor</i>	<i>\$218.47</i>
<i>Alcohol Permit Fee</i>	<i>\$25.00</i>
<i>Wine cost/ Package Beer</i>	<i>\$741.07</i>
<i>Food Cost</i>	<i>\$486.29</i>
<i>Electric deposit</i>	<i>\$150.00</i>
<i>Sales tax for all sales, food included</i>	<i>\$283.72</i>
<i>Ready Ice 20 lbs bags quantity 100</i>	<i>\$300.00</i>
<i>Pepsi and Mixers cost</i>	<i>\$85.00</i>
<i>Tape supplies</i>	<i>\$38.00</i>
<i>Total Cost</i>	<i>\$2,657.98</i>

COLLECTIONS

<i>Beer/Wine Sales</i>	<i>\$1,879.00</i>
<i>Food Sales</i>	<i>\$1,904.00</i>
<i>Soda/water Sales</i>	<i>\$48.00</i>
<i>Tips/Donations</i>	<i>\$641.00</i>
<i>Total Collections</i>	<i>\$4,472.00</i>

<i>TOTAL NET</i>	<i>\$1,814.02</i>
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(17) OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS



EVENT: Robing Club of Key West 4th of July fireworks
DATES: July 2-5, 2018

EVENTS INITIAL SIGNOFF: _____ DEPARTMENTS _____ COMMENTS _____

SIGNATURE Wanda P. Kelly DATE 4/13/18

COMMUNITY SERVICES _____

SIGNATURE _____ DATE _____
POLICE DEPARTMENT _____

SIGNATURE _____ DATE _____
FIRE DEPARTMENT _____

SIGNATURE _____ DATE _____
KWDOT _____

SIGNATURE _____ DATE _____
PORT AND MARINE SERVICES _____

SIGNATURE _____ DATE _____
CODE COMPLIANCE _____

SIGNATURE _____ DATE _____
ENGINEERING _____

SIGNATURE _____ DATE _____
UTILITIES _____

SIGNATURE _____ DATE _____

SPECIAL EVENT PERMIT HAS BEEN _____ APPROVED _____ DENIED _____



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: Rotary Club of Key West 4th of July fireworks
DATES: July 2-5, 2018

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

SIGNATURE

DATE

COMMUNITY SERVICES

SIGNATURE

DATE

POLICE DEPARTMENT

SIGNATURE

DATE

FIRE DEPARTMENT

SIGNATURE

DATE

KWDOT

SIGNATURE

DATE

PORT AND MARINE SERVICES

SIGNATURE

DATE

CODE COMPLIANCE

SIGNATURE

DATE

ENGINEERING

SIGNATURE

DATE

UTILITIES

SIGNATURE

DATE

SPECIAL EVENT PERMIT HAS BEEN

APPROVED

DENIED

4th of July Celebration

CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT APPROVALS

EVENT (INITIAL SIGNOFF):

CONDITIONS/RESTRUCTIONS

SIGNATURE DATE

PUBLIC WORKS

SIGNATURE DATE

POLICE

SIGNATURE DATE

FIRE DEPARTMENT

SEE ATTACHED MEMO

Alan Averette 04/17/2018

SIGNATURE DATE

PORT/KEY WEST DOT

SIGNATURE DATE

CODE COMPLIANCE

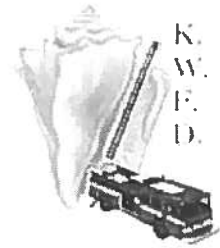
SIGNATURE DATE

KEY WEST PROPERTY
MANAGEMENT

SIGNATURE DATE

PARKING DEPARTMENT

SIGNATURE DATE



THE CITY OF KEY WEST

Post Office Box 1409 Key West, FL 33041-1409 (305) 809-3933

To: Rotary Club of Key West

From: Division Chief/Fire Marshal Alan Averette

Date: 04/17/2018

Reference: 4th of July Event

This office reviewed the special event application for the 4th of July Fireworks Display held at the White Street Pier on July 4, 2018.

The following conditions apply:

- Fire Safety Inspection of the set-up area needs to be conducted.
- **Event coordinator is responsible for scheduling the inspection with this office.**

If I can be of any further assistance please contact me.

Alan Averette, Fire Marshal/Division Chief
Key West Fire Department
1600 N. Roosevelt Boulevard
Key West, Florida 33040
305-809-3931 Office
aaverett@cityofkeywest-fl.gov

3267 LS3M 132



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: Rotary Club of Key West 4th of July fireworks
DATES: July 2-5, 2018

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

SIGNATURE

DATE

COMMUNITY SERVICES

SIGNATURE

DATE

POLICE DEPARTMENT

SIGNATURE

DATE

FIRE DEPARTMENT

SIGNATURE

DATE

KWDOT

SIGNATURE

DATE

PORT AND MARINE SERVICES

SIGNATURE

DATE

CODE COMPLIANCE

SIGNATURE

DATE

ENGINEERING

SIGNATURE

DATE

UTILITIES

SIGNATURE

DATE

SPECIAL EVENT PERMIT HAS BEEN ☐ APPROVED ☐ DENIED



CITY OF KEY WEST SPECIAL EVENTS DEPARTMENT
APPROVALS

EVENT: Rotary Club of Key West 4th of July fireworks
DATES: July 2-5, 2018

DEPARTMENTS

COMMENTS

EVENTS (INITIAL SIGNOFF)

manalating 4/13/18
SIGNATURE DATE

✓ COMMUNITY SERVICES

SIGNATURE DATE

POLICE DEPARTMENT

SIGNATURE DATE

✓ FIRE DEPARTMENT

SIGNATURE DATE

✓ KWDOT

SIGNATURE DATE

✓ PORT AND MARINE SERVICES

SIGNATURE DATE

✓ CODE COMPLIANCE

SIGNATURE DATE

ENGINEERING

SIGNATURE DATE

UTILITIES

SIGNATURE DATE

SPECIAL EVENT PERMIT HAS BEEN _____ APPROVED _____ DENIED