



# EVENT PERMIT

Ordinance 17-08

## "PUMPTOBER" BEER FESTIVAL

**PERMIT NUMBER:** TMP2022-00240

**Date(s) of Event:** OCTOBER 8, 2022 FROM 4:00PM UNTIL 7:00PM

Property Owner: BELL TOWER SHOPS LLC C/O: BOB ROEPSCH

Applicant: Shannon Palzer  
9082298267

Description: Ticketed event where guests can sample beer, listen to live music and support a local charity on Saturday October 8, 2022 from 4:00PM until 7:00PM


Location of event: 13499 S CLEVELAND AVE, FORT MYERS, FL 33907  
**BELL TOWER SHOPS**

- Will the event be attended by 1000 or more people ? No
- Will the event be held on County Owned Property ? No
- Will there be alcohol consumed or sold at the event ? Sold and Consumed
- Will a bond be posted for this event ? No

**Permit Conditions:**

- \* Applicant must meet all event application requirements, including requirements of the sign-off agencies.
- \* The premises is to be left in the same condition as it was prior to the event.
- \* The permit is to be readily available for inspection during the entire event.
- \* If this approval includes the sale or consumption of alcoholic beverages, no alcoholic beverages may be consumed 1 1/2 hours prior to the conclusion of the event and vacating the facility/property.

Board of County Commissioners  
Lee County, Florida


  
 County Manager      Date 9/12/2022



Lee County  
*Southwest Florida*

# Event Application

Special Event

Use of  
County  
Property

Alcohol  
within Lee  
County  
Facilities

Film, Video  
&  
Photography

*"Pumptober" Beer Festival*

*JMP2022 - 00240*



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	"Pumptober" - Beer Festival
Date(s) of Event / Production:	(1) Day - Saturday Oct 8th 4pm-7pm
Location(s) of Event:	Bell Tower Shops
Name of Applicant:	Shannon Mae Palzer
Applicant Address:	13499 S. Cleveland Ave Suite 161
Applicant Phone Number:	(908) 229-8267
Contact Person: (If different from applicant)	* Shannon
Contact Phone Number: (If different from applicant)	(908) 229-8267
Email Address:	shannon.palzer@mms.com
Estimated Attendance:	150-200
Event Description: Include each activity, when activities take place, etc.	Ticketed Event where guests can sample beer, listen to live music + support a local charity
Hours of Operation:	4pm-7pm
STRAP # of Parcel:	24-45-24-00-00005.1000
Owner of Premises*:	Madison Marquette

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

Lee County Event Permit Application



What is the Zoning Classification of the premises? Retail

Are any temporary structures to be installed for the event?  Yes  No Type: \_\_\_\_\_

Do you have the appropriate permits for the temporary structures?  Yes  No N/A

\* 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: \_\_\_\_\_

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: Various Bell Tower merchants

Type of Food being Served: \_\_\_\_\_

Section II - USE OF COUNTY PROPERTY PERMIT

Organization Sponsoring the Event: \_\_\_\_\_

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**



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                 | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Traffic / Crowd Control        | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            |
| Fire or Burning                | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Explosives or Pyrotechnics     | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Animals, Large or Small        | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Construction of Any Kind       | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Large and/or Numerous Vehicles | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Helicopters, Boats, etc.       | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Stunts                         | <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No |
| Other                          | <input type="checkbox"/> Yes            | <input type="checkbox"/> No            |

\* For any marked Yes, provide further details below:

Special Parking Requirements:

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

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

## Lee County Event Permit Application



### 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.

Lee County Event Permit Application



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.

[Handwritten Signature]  
Signature of Applicant

[Handwritten Signature]  
Witness

Shannon Patzer, Marketing Manager  
Print Name of Applicant and Title

Maureen Kelley  
Print Name of Witness

8/11/22  
Date

8/1/22  
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:

All parking will be in authorized areas only and the right of way must not be impeded at any time.

Deputies (How Many?):

2 deputies for security & presence in/around event area. Deputies will not be allowed to monitor any areas where alcohol is served. Deputies are not permitted to check id's or do bag searches, that is the responsibility of volunteers or private security. LCSO will work in conjunction with unarmed FL licensed security officers.

Fee for Services:

Contact LCSO Details Unit.

Special Arrangements:

It will be the responsibility of the event coordinators to make sure that id's are checked and that participants of legal age are given a wristband to mitigate any chance of underage drinking. It is understood that the event area will be fenced off and that there will be fixed points of entry.

Print Name: Captain S. Brady

Signature:

Title:

Special Events, Permits and Details

Date:

8-2-22



## Teeter, Pamela

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Bell Tower Beer Festival permit

Please see below.  
Thank you,



### Christy Eldridge | Customer Service Specialist

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Sellers, Amy <[asellers@sheriffleefl.org](mailto:asellers@sheriffleefl.org)>  
**Sent:** Thursday, September 1, 2022 8:55 AM  
**To:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Subject:** RE: Bell Tower Beer Festival permit

The requirements would be the same for the changes.

### Amy Sellers | Detail Assistant

Desk: 239-477-1098

#### Details

#### Lee County Sheriff's Office

[asellers@sheriffleefl.org](mailto:asellers@sheriffleefl.org) | [www.sheriffleefl.org](http://www.sheriffleefl.org)

#### \*\*\*IMPORTANT MESSAGE\*\*\*

This message is intended for the use of the person or entity to whom it is addressed and may contain information that is privileged and confidential, the disclosure of which is governed by applicable law. If the reader of this email is not the intended recipient or the employee or agent responsible to deliver it to the intended recipient, you are hereby notified that any dissemination, distribution or copying of this information is STRICTLY PROHIBITED. If you have received this email by error, please notify us immediately and destroy the related message. This footnote also confirms that this email message has been swept for the presence of computer viruses, worms, hostile scripts and other email-borne network threats. PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from government officials are public records available to the public and media upon request. Your email communications may be subject to public disclosure per Sec. 119 F.S.

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**From:** Eldridge, Christy [<mailto:CEldridge@leegov.com>]  
**Sent:** Thursday, September 1, 2022 8:42 AM  
**To:** Sellers, Amy <[asellers@sheriffleefl.org](mailto:asellers@sheriffleefl.org)>  
**Subject:** Bell Tower Beer Festival permit

**CAUTION: This email originated from outside of the Lee County Sheriff's Office. Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Good morning,

Captain Brady previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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Receive updates from Lee County Government by [subscribing to our newsletter](#)

Please note: Florida has a very broad public records law. Most written communications to or from County Employees and officials regarding County business are public records available to the public and media upon request. Your email communication may be subject to public disclosure.

Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.

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:

- 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.

Fire Guards (How Many?)	NA
Fee for Services:	NA
Flammable Vegetation:	NA
First Aid Equipment:	Call 911 if needed
Fire Extinguishing:	NA
Special Arrangements:	NO MEANS OF EGRESS TO BE BLOCKED. BARRICADES MUST BE EASILY MOVED IN THE EVENT OF AN EMERGENCY.

Print Name: Nate Burley

Signature: Nate Burley Digitally signed by Nate Burley  
Date: 2022.08.16 15:09:24 -04'00'

Title: Division Chief - Fire & Life Safety

Date: August 16, 2022



## Teeter, Pamela

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Bell Tower Beer Festival Permit

Please see below.  
Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Nate Burley <[nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)>  
**Sent:** Monday, September 12, 2022 2:17 PM  
**To:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Subject:** [EXTERNAL] RE: Bell Tower Beer Festival Permit

I have met with the applicant and I have no changes. Thank you.

**Respectfully,**

**Nate Burley**  
**Division Chief - Fire & Life Safety**  
**South Trail Fire & Rescue**  
**5531 Halifax Ave.**  
**Fort Myers, FL 33912**  
**T 239-482-8030**  
**E [nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)**

*Isaiah 43:2 "When you pass through the waters, I will be with you; and through the rivers, they shall not overwhelm you; when you walk through fire you shall not be burned, and the flame shall not consume you."*

---

**From:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Sent:** Monday, September 12, 2022 12:55 PM  
**To:** Nate Burley <[nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)>  
**Subject:** RE: Bell Tower Beer Festival Permit

Thank you!



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Nate Burley <[nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)>  
**Sent:** Monday, September 12, 2022 12:14 PM  
**To:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Subject:** [EXTERNAL] RE: Bell Tower Beer Festival Permit

Christy,

I am meeting with the applicant today to discuss some things and I will get back to you directly. Thank you.

**Respectfully,**

**Nate Burley**  
**Division Chief - Fire & Life Safety**  
**South Trail Fire & Rescue**  
**5531 Halifax Ave.**  
**Fort Myers, FL 33912**  
**T 239-482-8030**  
**E [nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)**

*Isaiah 43:2 "When you pass through the waters, I will be with you; and through the rivers, they shall not overwhelm you; when you walk through fire you shall not be burned, and the flame shall not consume you."*

---

**From:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Sent:** Friday, September 09, 2022 11:01 AM  
**To:** Nate Burley <[nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)>  
**Subject:** FW: Bell Tower Beer Festival Permit

Good morning,

I am following up on the previous email to see if you have any changes to the attached approval based on the applicant now capping ticket sales at 500 instead of 200.

Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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---

**From:** Eldridge, Christy

**Sent:** Thursday, September 1, 2022 8:45 AM

**To:** 'Nate Burley' <[nburley@southtrailfire.org](mailto:nburley@southtrailfire.org)>

**Subject:** Bell Tower Beer Festival Permit

Good morning,

You previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

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Lee County Event Permit Application



EMERGENCY MEDICAL SERVICES / PUBLIC SAFETY
2000 Main St., Suite #100
FORT MYERS, FL 33901
(239) 533-3911

Check the appropriate box(es) below:

- [X] SPECIAL EVENT PERMIT
[ ] USE OF COUNTY PROPERTY PERMIT
[X] 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.

Treatment Facilities: None necessary.
Medical Personnel: None necessary.
Medical Supplies / Equipment: None necessary.
Safety Requirements: Applicants shall follow all CDC and FDOH directives, and the Florida Governor's Executive Orders concerning health and safety, especially with regards to COVID-19 and the number of people congregating at the event.
Fee for Services: Not applicable.
Special Arrangements: Please call 911 in the event of an emergency. To arrange special event coverage, contact our office at EMSDetail@leegov.com.

Print Name: Douglas B. Higgins

Signature: Douglas B. Higgins

Digitally signed by Douglas B. Higgins
DN: cn=Douglas B. Higgins, o=Lee County Emergency Medical Services, Lee County Public Safety, ou=Division Chief, Special Operations and Support Services, email=Dhiggins@leegov.com, c=US
Date: 2022.08.04 13:45:19 -0400

Title: Division Chief, Support Services

Date: August 4, 2022

## Teeter, Pamela

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Pumptober Beer Festival

Please see below.  
Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Higgins, Douglas <DHiggins@leegov.com>  
**Sent:** Thursday, September 1, 2022 9:02 AM  
**To:** Eldridge, Christy <CEldridge@leegov.com>  
**Subject:** RE: Pumptober Beer Festival

Ms. Eldridge –

These changes do not alter the conditions of our approval. Thank you for reaching out to me.

Sincerely,

**Douglas B. Higgins**  
Division Chief, Support Services  
Lee County Emergency Medical Services  
2000 Main St., Suite #100  
Fort Myers, FL 33901  
Cell: 239-672-9651  
Office: 239-533-3916  
[dhiggins@leegov.com](mailto:dhiggins@leegov.com)

---

**From:** Eldridge, Christy <CEldridge@leegov.com>  
**Sent:** Thursday, September 1, 2022 8:46 AM

**To:** Higgins, Douglas <DHiggins@leegov.com>

**Subject:** Pumptober Beer Festival

Good morning,

You previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

**Department of Community Development**

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

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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
- 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:

No event parking on Lee County maintained road rights-of-way.

Ingress and Egress:

Use all established means of ingress and egress.

Special Arrangements:

None.

Print Name: Bryan Miller

Signature: Bryan Miller

Digitally signed by Bryan Miller  
Date: 2022.08.02 13:01:36 -04'00'

Title: Senior Project Manager

Date: August 8, 2022

## Teeter, Pamela

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Bell Tower Beer Festival Permit

Please see below.  
Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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---

**From:** Miller, Bryan <[BMiller@leegov.com](mailto:BMiller@leegov.com)>  
**Sent:** Friday, September 9, 2022 12:38 PM  
**To:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Subject:** RE: Bell Tower Beer Festival Permit

DOT has no changes.

---

**From:** Eldridge, Christy <[CEldridge@leegov.com](mailto:CEldridge@leegov.com)>  
**Sent:** Thursday, September 1, 2022 8:48 AM  
**To:** Miller, Bryan <[BMiller@leegov.com](mailto:BMiller@leegov.com)>  
**Subject:** Bell Tower Beer Festival Permit

Good morning,

You previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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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:

- 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.

Illumination: N/A

Parking Areas: N/A

Special Arrangements: N/A - Event is not on the Parks and Recreation Department's property and will not affect county park operations or programs.

Print Name: Alise Flanjack  
Signature: Alise Flanjack  
Title: Deputy Director  
Date: 8/3/2022

Pumpkin - Beer Festival  
Bell Tower Shops  
Oct. 8, 2022

**Teeter, Pamela**

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Bell Tower Beer Festival Permit

Please see below.  
Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Flanjack, Alise <AFlanjack@leegov.com>

**Sent:** Thursday, September 1, 2022 8:54 AM

**To:** Eldridge, Christy <CEldridge@leegov.com>

**Subject:** RE: Bell Tower Beer Festival Permit

Good Morning,

Our department has no changes to Parks and Rec page previously approved.



**Alise Flanjack | Deputy Director**

Terry Park Administration Office

3410 Palm Beach Blvd., Fort Myers, FL 33916

**office:** (239) 533-7451

**cell:** (239) 229-0488

email: [alise@leegov.com](mailto:alise@leegov.com)

web: [www.leegov.com](http://www.leegov.com)

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**From:** Eldridge, Christy <CEldridge@leegov.com>

**Sent:** Thursday, September 1, 2022 8:52 AM

**To:** Flanjack, Alise <AFlanjack@leegov.com>

**Subject:** Bell Tower Beer Festival Permit

Good morning,

You previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

office: (239) 533-8329

email: [celdridge@leegov.com](mailto:celdridge@leegov.com)

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Lee County Event Permit Application



LEE COUNTY RISK MANAGEMENT  
COUNTY ADMINISTRATION BUILDING - 4<sup>TH</sup> FLOOR  
2115 SECOND STREET  
FORT MYERS, FLORIDA 33901  
(239) 533-2221


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.

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: August 9, 2022

**Teeter, Pamela**

---

**From:** Eldridge, Christy  
**Sent:** Monday, September 12, 2022 2:28 PM  
**To:** Teeter, Pamela  
**Subject:** FW: Bell Tower Beer Festival Permit

Please see below.  
Thank you,



**Christy Eldridge | Customer Service Specialist**

Department of Community Development

1500 Monroe St, Fort Myers, FL 33901

**office:** (239) 533-8329

**email:** [celdridge@leegov.com](mailto:celdridge@leegov.com)

**web:** [www.leegov.com/dcd](http://www.leegov.com/dcd)

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**From:** Figueroa, Mike <MFiguroa@leegov.com>  
**Sent:** Thursday, September 1, 2022 9:34 AM  
**To:** Eldridge, Christy <CEldridge@leegov.com>  
**Subject:** RE: Bell Tower Beer Festival Permit

Christy-

Hope all is well and thank you for contacting me. The insurance requirements will remain the same, thanks.

Respectfully,



**Mike Figueroa | Risk Program Manager**

Risk Management

P.O. Box 398, Fort Myers, FL 33902-0398

**office:** (239) 533-0833

**email:** [mfigueroa@leegov.com](mailto:mfigueroa@leegov.com)

**web:** [www.leegov.com](http://www.leegov.com)

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Please be advised Contact Information for Risk Management is 239-533-0835 or [risk@leegov.com](mailto:risk@leegov.com)

**From:** Eldridge, Christy <CEldridge@leegov.com>  
**Sent:** Thursday, September 1, 2022 8:49 AM  
**To:** Figueroa, Mike <MFiguroa@leegov.com>  
**Subject:** Bell Tower Beer Festival Permit

Good morning,

You previously signed off on the "Pumptober" event at Bell Tower Shops on Saturday, October 8, 2022. This is a ticketed event where the applicant estimated the attendance at 150-200 people. They are now capping the ticket sales at 500. If the conditions of approval remain the same, you can just reply to the email and I can forward the email to County Admin. If there will be changes to the approval, please fill out/sign a new form and send it back to me so we can replace the original approval.

Please let me know if you have any questions.

Thank you,



**Christy Eldridge | Customer Service Specialist**

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THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

## ADDITIONAL INSURED – DESIGNATED PERSON OR ORGANIZATION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

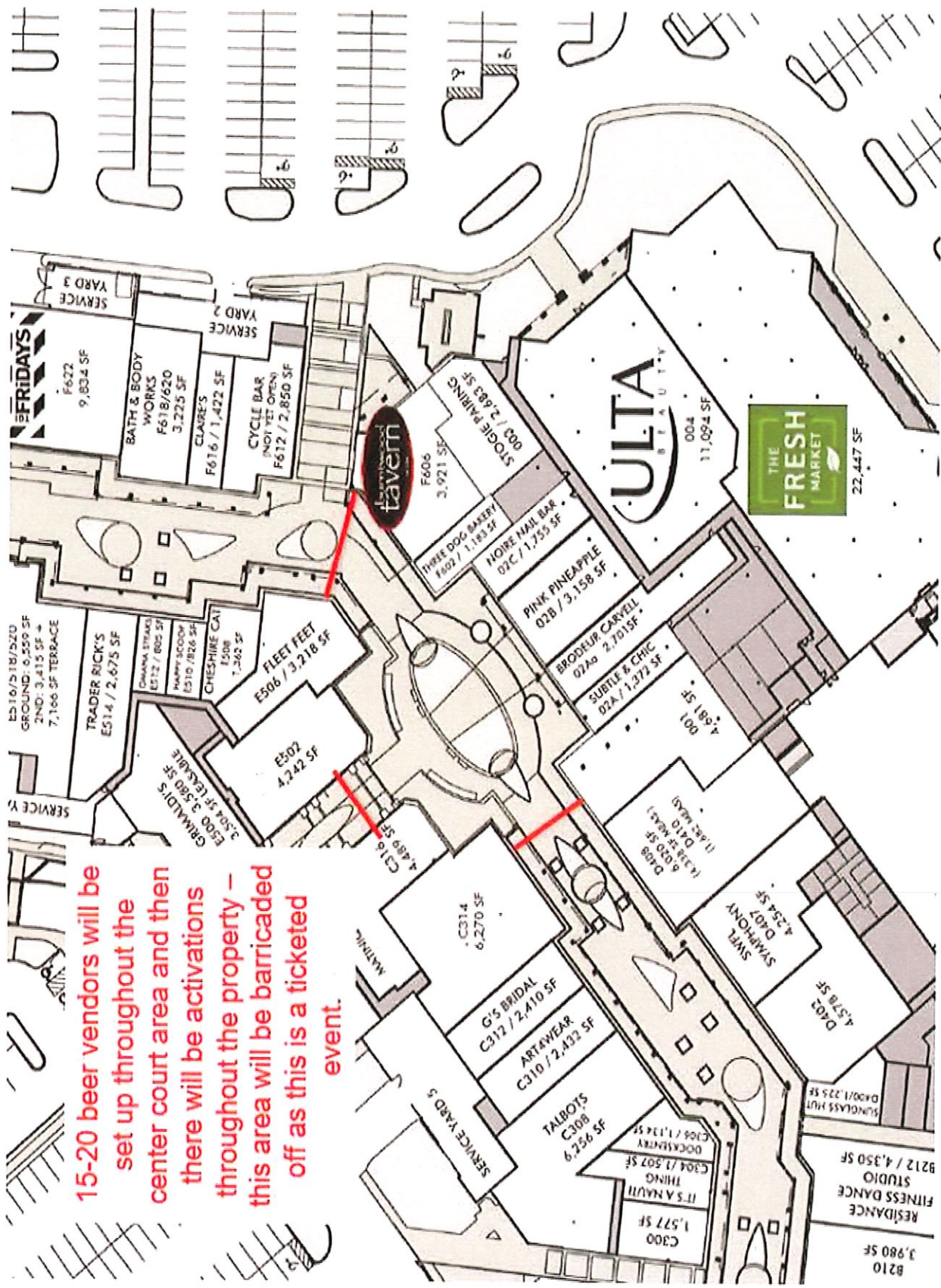
### SCHEDULE

**Name Of Additional Insured Person(s) Or Organization(s):**

Any person or organization that you are obligated pursuant to a written contract or agreement executed prior to a loss to provide such insurance as is afforded by this policy.

Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

- A. Section II - Who Is An Insured** is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by your acts or omissions or the acts or omissions of those acting on your behalf:
1. In the performance of your ongoing operations; or
  2. In connection with your premises owned by or rented to you.
- However:
1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
  2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.
- B. With respect to the insurance afforded to these additional insureds, the following is added to Section III - Limits Of Insurance:**
- If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:
1. Required by the contract or agreement; or
  2. Available under the applicable limits of insurance;
- whichever is less.
- This endorsement shall not increase the applicable limits of insurance.



15-20 beer vendors will be set up throughout the center court area and then there will be activations throughout the property – this area will be barricaded off as this is a ticketed event.