



City of Venice
Planning & Zoning Department

MEMORANDUM

To: Edward Lavalley, City Manager *EL 3/3/17*
From: Roger Clark, Senior Planner *RC 3/3/17*
Date: March 3, 2017
Re: City Council March 14th Agenda Item Request for Special Event
Venice Mainstreet, Venice Seafood Festival on May 6th-7th, 2017

Request

Venice Mainstreet (VMS) has approached the city with a proposal for a Venice Seafood Festival event from 10AM-8PM on Saturday and Sunday, May 6th-7th, in the southern portion of Centennial Park as depicted on the attached site plan. Approximately 60± parking spaces in the park will remain open throughout the weekend. The proposed event area will be closed after midnight on Thursday, May 4th and setup will begin Friday morning. A stage, tents, portable restrooms, and other associated items will be installed in the festival area. Bands will begin at 12:30 on both days and continue until 8PM. City staff has worked at length with Venice Mainstreet to ensure the participation of local city businesses and VMS has included an evaluation process based on priorities identified in there event narrative. VMS will also notify the surrounding residents and businesses prior to the event.

All required documentation and applications have been submitted to the city and reviewed by the appropriate staff. Police and Public Works have confirmed their ability to provide the services necessary to secure the area. In addition to required permits, the applicant has executed the City's event agreement confirming all responsibilities and expectations associated with the event. Appropriate insurance documentation will be provided and confirmed. The applicant has agreed to pay all costs for the event and not seek any city sponsorship. This is a new event and requires City Council approval.

Requested Action

The applicant respectfully requests City Council approval of this special event.

Attachments: Narrative & Time Line
Site Plan
Notice to Surrounding Properties
Event Agreement
VPD Security Plan