

**RESOLUTION NO. 2024-R054**

**A RESOLUTION APPROVING A SPECIAL EVENT PERMIT FOR THE 51ST AUTUMN DAZE ARTS, CRAFTS & MUSIC FESTIVAL.**

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**WHEREAS**, the Downtown Branson Betterment Association (DBBA) has petitioned the City of Branson for approval of a Special Event Permit Application for the 51<sup>st</sup> Autumn Daze Arts, Crafts and Music Festival; and

**WHEREAS**, the proposed Special Event has been classified as a Level Three Event based on the criteria established through Section 94-65 of the Branson Municipal Code; and

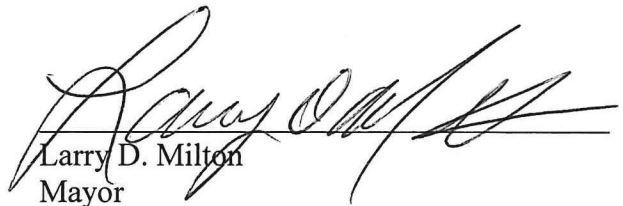
**WHEREAS**, the Board of Aldermen desires to approve the application.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF BRANSON, MISSOURI, AS FOLLOWS:**

Section 1: The Board of Aldermen hereby approves the Special Event Permit Application Exhibit '1' and the Site Plan, Exhibit '2'; attached hereto and incorporated by reference herein.

Section 2: This resolution shall be in full force and effect after its passage and approval.


**ADOPTED**, by the Board of Aldermen of the City of Branson, Missouri, this 27<sup>th</sup> day of August, 2024.

  
Larry D. Milton  
Mayor

ATTEST:

APPROVED AS TO FORM:

  
Hillary Briand  
City Clerk

  
City Attorney

## PLANNING & DEVELOPMENT DEPARTMENT / "Community Development"

Engineering | Planning | Building



### Special Event - Special Event

#### Address:

Description: 51st Autumn Daze Arts, Crafts & Music Festival

**SE24-000013**

Application Date: 06/21/2024

#### Application Information\*:

Applicant Name	Jessica Luthardt
Applicant Email	admin@downtownbranson.org
Applicant Address	
Applicant Company Name	Downtown Branson Betterment Association (DBBA)
Applicant Company Address	
Applicant Home Phone	
Applicant Cell Phone	
Applicant Work Phone	(417) 334-1548
Are you the property owner?	No
Event Organizer Information Name	Jessica Luthardt
Event Organizer Information Email	admin@downtownbranson.org
Event Organizer Information Address	
Event Organizer Information Company Name	Downtown Branson Betterment Association (DBBA)
Event Organizer Information Company Address	
Event Organizer Information Home Phone	
Event Organizer Information Cell Phone	
Event Organizer Information Work Phone	(417) 334-1548
Would you like to add additional team members?	No
Expected number in attendance	10000
Event Website	www.ExploreBranson.com/downtown

Provide a general description and primary purpose of the event	This historic downtown festival will host over 100 vendors from locals and other states to draw attraction to the downtown district for shopping, dining, entertainment and lodging. This FREE festival celebrates the tradition of gathering and bringing the community and visitors together in the heart of Branson where the town started. We will also celebrate local entertainers under our free music tent.
Will the location of the event be on public property?	Yes
Will closure of any streets, sidewalks, or parking areas be required as part of the event?	Yes
Event location	Awbery Parking lot and portions of closed off Commercial Street
Event Setup	09/16/2024
Time	10:00 PM
<u>Day 1</u>	09/17/2024
Start Time 1	08:00 AM
End Time 1	05:30 PM
<u>Day 2</u>	09/18/2024
Start Time 2	08:00 AM
End Time 2	08:00 PM
<u>Day 3</u>	09/19/2024
Start Time 3	09:00 AM
End Time 3	06:00 PM
<u>Day 4</u>	09/20/2024
Start Time 4	09:00 AM
End Time 4	06:00 PM
<u>Day 5</u>	09/21/2024
Start Time 5	09:00 AM
End Time 5	07:00 PM
Breakdown	09/23/2024
Time	08:00 AM
Describe your security plan including crowd control, internal security, private security, and/or the assistance of the City of Branson Police Department	We hire Patriot Protection Services which has a license with the City.
Are you using a private security company?	Yes
Security Company Information Name	
Security Company Information Email	patriotprotectionservicesmo@gmail.com

Security Company Information  
Address

Security Company Information  
Company Name Patriot Protection

Security Company Information  
Company Address Chief Andrew Bowen BRANSON MO 65616

Security Company Information  
Home Phone

Security Company Information  
Cell Phone

Security Company Information  
Work Phone ( ) -

Describe your emergency  
medical service plan including  
communications and type of  
resources that will be at your  
event and the manner in  
which they will be managed  
and deployed and the  
placement of any Automated  
External Defibrillators (AED) if  
any.

We will utilize emergency services if needed.

Describe your plan for cleanup  
and removal of waste  
materials and/or recycling,  
including during and after  
your event. Include the  
number of containers and  
dumpsters you expect to  
provide, or estimated trash  
volume.

Food trucks will take with them and will be inspected by the Taney  
County Health Department. We get extra trash cans provided by the City  
Parks Department and a staff employee makes rounds each day to empty  
full receptacles.

Are you using a private waste  
management company? No

Describe your plan to provide  
restroom facilities at your  
event; including the number  
of portable toilets and/or  
description of on-site  
restrooms available. Include in  
your plan how the disposal of  
sanitary waste and sewage  
will be managed for the event

There is a restroom facility on site and will be managed by City Parks  
Department employee each day.

Are you using a private  
sanitation company? No

Will the event include food  
concessions and/or  
preparation areas? Yes

Describe the methods of  
preparation, cooking, and  
serving of food Taney County Health Department will inspect and make sure food  
vendors are in compliance.

Address where fats, oils and  
grease will be disposed Vendors will take and dispose appropriately.

Will the event involve the consumption of alcoholic beverages on-site?	Yes
Alcohol Beverage Vendor	Summit's restaurant Hidden Pines may seek a special permit to serve in a designated area next to their restaurant.
Describe sale/distribution method and the required security measures	That will be handled with a City permit as required and served with meal outside venue.
Postcard	0
Email	X
Published Notification	0
Published Signage	X
Will tents be used at the event?	Yes
Does the event include the use of fireworks, rockets, lasers, or other pyrotechnics?	No
Will there be music or live entertainment at the event?	Yes
Will stages, bandstands, or platforms be used for the event?	Yes
Will sound amplification be used?	Yes
Start Time	09:00 AM
End Time	06:00 PM
Will sound/light equipment be used for the event?	Yes
Provide a description for the use of sound/light equipment	Monitor and microphones will be used along with a control board.
Will the use of all terrain vehicles, golf carts, or low speed vehicles be used for the event on streets within the City?	No
Will the event have any live animals and/or horse-drawn carriage(s)?	No
Will the event include the use of any temporary signs?	Yes
Number of Yard Signs	6
Sign Width (ft) se yard	1
Sign Height (ft) se yard	2
Sq Ft	2
Number of Banner Signs	4

Sign Width (ft) se banner	5
Sign Height (ft) se banner	3
Sq Ft	15
Mounting Location	Freestanding
Yard Sign 1 Location	Price and Sycamore
Yard Sign 2 Location	Atlantic and 3rd
Yard Sign 3 Location	Branson Landing Blvd and roundabout
Yard Sign 4 Location	Commercial and College
Yard Sign 5 Location	Main Street and Veterans Blvd
Yard Sign 6 Location	Atlantic and Veterans Blvd
Banner Sign 1 Location	Walgreens grass at parking lot on corner of 165 and 76
Banner Sign 2 Location	Northeast of 65 at Hwy 76 - Koi Garden Plaza corner
Banner Sign 3 Location	NW Corner of Branson Landing Blvd at Commercial Street
Banner Sign 4 Location	Branson Hills Parkway at Welcome Center traffic light to Walmart
Attach Site Plan	
Attach property owner acknowledgement and notarization	
Attach Certificate of Liability Insurance	

\* Only fields that were populated are shown

#### Documents:

Applicant Signature: [signature.png](#)

Attach Certificate of Liability Insurance: [Certificate of Insurance 24-25.PDF](#)

Attach property owner acknowledgement and notarization: [doc00174620240621192513.pdf](#)

Attach Site Plan: [doc00174820240621194139.pdf](#)

#### Fees and Payments:

Total Fees: 575.00

Total Paid: 0.00

Balance Due: 575.00

#### Fees

Quantity	Description	Amount	Total Cost
1.0	Application Fee	50.00	50.00
1.0	Technology Fee	15.00	15.00
1.0	Level 3 Fee	510.00	510.00

#### Payments

Date	Type	Reference	Receipt	ReceivedFrom	Amount
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Commercial Street

Bank Drive Thru

Regions Bank

XXXXXXXXXX  
Entertainment Tent

Barricade  
XXXXXXXXXX

Atlantic Street open →

Barricade  
XXXXX

Bus Parking

PUBLIC SIDEWALK				PUBLIC SIDEWALK				PUBLIC SIDEWALK				PUBLIC SIDEWALK			
Booth 106	Booth 107	Booth 108	Booth 109	Booth 110	Booth 111	Booth 112	Booth 113	Booth 114	Booth 115	Booth 116	Booth 117	Booth 118			

XXXXXXXXXX  
Barricade

Booth 57
Booth 58
Booth 59
Booth 60
Booth 61
Booth 62
Booth 63
Booth 64
Booth 65

		Booth 201		Booth 202		Booth 203		Booth 204		Booth 205		Booth 206		Booth 207		Booth 208		Booth 209		Booth 210		Booth 211		Booth 212		Booth 213		Booth 214		Booth 215		Booth 216		Booth 217		Booth 218		Booth 219		Booth 220		Booth 221		Booth 222		Booth 223		Booth 224		Booth 225		Booth 226		Booth 227		Booth 228		Booth 229		Booth 230		Booth 231		Booth 232		Booth 233		Booth 234		Booth 235		Booth 236		Booth 237		Booth 238		Booth 239		Booth 240		Booth 241		Booth 242		Booth 243		Booth 244		Booth 245		Booth 246		Booth 247		Booth 248		Booth 249		Booth 250		Booth 251		Booth 252		Booth 253		Booth 254		Booth 255		Booth 256		Booth 257		Booth 258		Booth 259		Booth 260		Booth 261		Booth 262		Booth 263		Booth 264		Booth 265		Booth 266		Booth 267		Booth 268		Booth 269		Booth 270		Booth 271		Booth 272		Booth 273		Booth 274		Booth 275		Booth 276		Booth 277		Booth 278		Booth 279		Booth 280		Booth 281		Booth 282		Booth 283		Booth 284		Booth 285		Booth 286		Booth 287		Booth 288		Booth 289		Booth 290		Booth 291		Booth 292		Booth 293		Booth 294		Booth 295		Booth 296		Booth 297		Booth 298		Booth 299		Booth 300		Booth 301		Booth 302		Booth 303		Booth 304		Booth 305		Booth 306		Booth 307		Booth 308		Booth 309		Booth 310		Booth 311		Booth 312		Booth 313		Booth 314		Booth 315		Booth 316		Booth 317		Booth 318		Booth 319		Booth 320		Booth 321		Booth 322		Booth 323		Booth 324		Booth 325		Booth 326		Booth 327		Booth 328		Booth 329		Booth 330		Booth 331		Booth 332		Booth 333		Booth 334		Booth 335		Booth 336		Booth 337		Booth 338		Booth 339		Booth 340		Booth 341		Booth 342		Booth 343		Booth 344		Booth 345		Booth 346		Booth 347		Booth 348		Booth 349		Booth 350		Booth 351		Booth 352		Booth 353		Booth 354		Booth 355		Booth 356		Booth 357		Booth 358		Booth 359		Booth 360		Booth 361		Booth 362		Booth 363		Booth 364		Booth 365		Booth 366		Booth 367		Booth 368		Booth 369		Booth 370		Booth 371		Booth 372		Booth 373		Booth 374		Booth 375		Booth 376		Booth 377		Booth 378		Booth 379		Booth 380		Booth 381		Booth 382		Booth 383		Booth 384		Booth 385		Booth 386		Booth 387		Booth 388		Booth 389		Booth 390		Booth 391		Booth 392		Booth 393		Booth 394		Booth 395		Booth 396		Booth 397		Booth 398		Booth 399		Booth 400		Booth 401		Booth 402		Booth 403		Booth 404		Booth 405		Booth 406		Booth 407		Booth 408		Booth 409		Booth 410		Booth 411		Booth 412		Booth 413		Booth 414		Booth 415		Booth 416		Booth 417		Booth 418		Booth 419		Booth 420		Booth 421		Booth 422		Booth 423		Booth 424		Booth 425		Booth 426		Booth 427		Booth 428		Booth 429		Booth 430		Booth 431		Booth 432		Booth 433		Booth 434		Booth 435		Booth 436		Booth 437		Booth 438		Booth 439		Booth 440		Booth 441		Booth 442		Booth 443		Booth 444		Booth 445		Booth 446		Booth 447		Booth 448		Booth 449		Booth 450		Booth 451		Booth 452		Booth 453		Booth 454		Booth 455		Booth 456		Booth 457		Booth 458		Booth 459		Booth 460		Booth 461		Booth 462		Booth 463		Booth 464		Booth 465		Booth 466		Booth 467		Booth 468		Booth 469		Booth 470		Booth 471		Booth 472		Booth 473		Booth 474		Booth 475		Booth 476		Booth 477		Booth 478		Booth 479		Booth 480		Booth 481		Booth 482		Booth 483		Booth 484		Booth 485		Booth 486		Booth 487		Booth 488		Booth 489		Booth 490		Booth 491		Booth 492		Booth 493		Booth 494		Booth 495		Booth 496		Booth 497		Booth 498		Booth 499		Booth 500		Booth 501		Booth 502		Booth 503		Booth 504		Booth 505		Booth 506		Booth 507		Booth 508		Booth 509		Booth 510		Booth 511		Booth 512		Booth 513		Booth 514		Booth 515		Booth 516		Booth 517		Booth 518		Booth 519		Booth 520		Booth 521		Booth 522		Booth 523		Booth 524		Booth 525		Booth 526		Booth 527		Booth 528		Booth 529		Booth 530		Booth 531		Booth 532		Booth 533		Booth 534		Booth 535		Booth 536		Booth 537		Booth 538		Booth 539		Booth 540		Booth 541		Booth 542		Booth 543		Booth 544		Booth 545		Booth 546		Booth 547		Booth 548		Booth 549		Booth 550		Booth 551		Booth 552		Booth 553		Booth 554		Booth 555		Booth 556		Booth 557		Booth 558		Booth 559		Booth 560		Booth 561		Booth 562		Booth 563		Booth 564		Booth 565		Booth 566		Booth 567		Booth 568		Booth 569		Booth 570		Booth 571		Booth 572		Booth 573		Booth 574		Booth 575		Booth 576		Booth 577		Booth 578		Booth 579		Booth 580		Booth 581		Booth 582		Booth 583		Booth 584		Booth 585		Booth 586		Booth 587		Booth 588		Booth 589		Booth 590		Booth 591		Booth 592		Booth 593		Booth 594		Booth 595		Booth 596		Booth 597		Booth 598		Booth 599		Booth 600		Booth 601		Booth 602		Booth 603		Booth 604		Booth 605		Booth 606		Booth 607		Booth 608		Booth 609		Booth 610		Booth 611		Booth 612		Booth 613		Booth 614		Booth 615		Booth 616		Booth 617		Booth 618		Booth 619		Booth 620		Booth 621		Booth 622		Booth 623		Booth 624		Booth 625		Booth 626		Booth 627		Booth 628		Booth 629		Booth 630		Booth 631		Booth 632		Booth 633		Booth 634		Booth 635		Booth 636		Booth 637		Booth 638		Booth 639		Booth 640		Booth 641		Booth 642		Booth 643		Booth 644		Booth 645		Booth 646		Booth 647		Booth 648		Booth 649		Booth 650		Booth 651		Booth 652		Booth 653		Booth 654		Booth 655		Booth 656		Booth 657		Booth 658		Booth 659		Booth 660		Booth 661		Booth 662		Booth 663		Booth 664		Booth 665		Booth 666		Booth 667		Booth 668		Booth 669		Booth 670		Booth 671		Booth 672		Booth 673		Booth 674		Booth 675		Booth 676		Booth 677		Booth 678		Booth 679		Booth 680		Booth 681		Booth 682		Booth 683		Booth 684		Booth 685		Booth 686		Booth 687		Booth 688		Booth 689		Booth 690		Booth 691		Booth 692		Booth 693		Booth 694		Booth 695		Booth 696		Booth 697		Booth 698		Booth 699		Booth 700		Booth 701		Booth 702		Booth 703		Booth 704		Booth 705		Booth 706		Booth 707		Booth 708		Booth 709		Booth 710		Booth 711		Booth 712		Booth 713		Booth 714		Booth 715		Booth 716		Booth 717		Booth 718		Booth 719		Booth 720		Booth 721		Booth 722		Booth 723		Booth 724		Booth 725		Booth 726		Booth 727		Booth 728		Booth 729		Booth 730		Booth 731		Booth 732		Booth 733		Booth 734		Booth 735		Booth 736		Booth 737		Booth 738		Booth 739		Booth 740		Booth 741		Booth 742		Booth 743		Booth 744		Booth 745		Booth 746		Booth 747		Booth 748		Booth 749		Booth 750		Booth 751		Booth 752		Booth 753		Booth 754		Booth 755		Booth 756		Booth 757		Booth 758		Booth 759		Booth 760		Booth 761		Booth 762		Booth 763		Booth 764		Booth 765		Booth 766		Booth 767		Booth 768		Booth 769		Booth 770		Booth 771		Booth 772		Booth 773		Booth 774		Booth 775		Booth 776		Booth 777		Booth 778		Booth 779		Booth 780		Booth 781		Booth 782		Booth 783		Booth 784		Booth 785		Booth 786		Booth 787		Booth 788		Booth 789		Booth 790		Booth 791		Booth 792		Booth 793		Booth 794		Booth 795		Booth 796		Booth 797		Booth 798		Booth 799		Booth 800		Booth 801		Booth 802		Booth 803		Booth 804		Booth 805		Booth 806		Booth 807		Booth 808		Booth 809		Booth 810		Booth 811		Booth 812		Booth 813		Booth 814		Booth 815		Booth 816		Booth 817		Booth 818		Booth 819		Booth 820		Booth 821		Booth 822		Booth 823		Booth 824		Booth 825		Booth 826		Booth 827		Booth 828		Booth 829		Booth 830		Booth 831		Booth 832		Booth 833		Booth 834		Booth 835		Booth 836		Booth 837		Booth 838		Booth 839		Booth 840		Booth 841		Booth 842		Booth 843		Booth 844		Booth 845		Booth 846		Booth 847		Booth 848		Booth 849		Booth 850		Booth 851		Booth 852		Booth 853		Booth 854		Booth 855		Booth 856		Booth 857		Booth 858		Booth 859		Booth 860		Booth 861		Booth 862		Booth 863		Booth 864		Booth 865		Booth 866		Booth 867		Booth 868		Booth 869		Booth 870		Booth 871		Booth 872		Booth 873		Booth 874		Booth 875		Booth 876		Booth 877		Booth 878		Booth 879		Booth 880		Booth 881		Booth 882		Booth 883		Booth 884		Booth 885		Booth 886		Booth 887		Booth 888		Booth 889		Booth 890		Booth 891		Booth 892		Booth 893		Booth 894		Booth 895		Booth 896		Booth 897		Booth 898		Booth 899		Booth 900		Booth 901		Booth 902		Booth 903		Booth 904		Booth 905		Booth 906		Booth 907		Booth 908		Booth 909		Booth 910		Booth 911		Booth 912		Booth 913		Booth 914		Booth 915		Booth 916		Booth 917		Booth 918		Booth 919		Booth 920		Booth 921		Booth 922		Booth 923		Booth 924		Booth 925		Booth 926		Booth 927		Booth 928		Booth 929		Booth 930		Booth 931		Booth 932		Booth 933		Booth 934		Booth 935		Booth 936		Booth 937		Booth 938		Booth 939		Booth 940		Booth 941		Booth 942		Booth 943		Booth 944		Booth 945		Booth 946		Booth 947		Booth 948		Booth 949		Booth 950		Booth 951		Booth 952		Booth 953		Booth 954		Booth 955		Booth 956		Booth 957		Booth 958		Booth 959		Booth 960		Booth 961		Booth 962		Booth 963		Booth 964		Booth 965		Booth 966		Booth 967		Booth 968		Booth 969		Booth 970		Booth 971		Booth 972		Booth 973		Booth 974		Booth 975		Booth 976		Booth 977		Booth 978		Booth 979		Booth 980		Booth 981		Booth 982		Booth 983		Booth 984		Booth 985		Booth 986		Booth 987		Booth 988		Booth 989		Booth 990		Booth 991		Booth 992		Booth 993		Booth 994		Booth 995		Booth 996		Booth 997		Booth 998		Booth 999		Booth 1000		Booth 1001		Booth 1002		Booth 1003		Booth 1004		Booth 1005		Booth 1006		Booth 1007		Booth 1008		Booth 1009		Booth 1010		Booth 1011		Booth 1012		Booth 1013		Booth 1014		Booth 1015		Booth 1016		Booth 1017		Booth 1018		Booth 1019		Booth 1020		Booth 1021		Booth 1022		Booth 1023		Booth 1024		Booth 1025		Booth 1026		Booth 1027		Booth 1028		Booth 1029		Booth 1030		Booth 1031		Booth 1032		Booth 1033		Booth 1034		Booth 1035		Booth 1036		Booth 1037		Booth 1038		Booth 1039		Booth 1040		Booth 1041		Booth 1042		Booth 1043		Booth 1044		Booth 1045		Booth 1046		Booth 1047		Booth 1048		Booth 1049		Booth 1050		Booth 1051		Booth 1052		Booth 1053		Booth 1054		Booth 1055		Booth 1056		Booth 1057		Booth 1058		Booth 1059		Booth 1060		Booth 1061		Booth 1062		Booth 1063		Booth 1064		Booth 1065		Booth 1066		Booth 1067		Booth 1068		Booth 1069		Booth 1070		Booth 1071		Booth 1072		Booth 1073		Booth 1074		Booth 1075		Booth 1076		Booth 1077		Booth 1078	
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Booth 120	
DISPLAY AREA	

FOOD COURT

Alley way open → Restroom

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Barricade

Commercial Street open