



**PLANNING & DEVELOPMENT DEPARTMENT /
"Community Development"**

Engineering | Planning | Building

Special Event - Special Event

Address:

Description: 57th Plumb Nellie Days Arts, Crafts & Music Festival

SE24-000001

Application Date: 01/17/2024

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	5000
Event Website	www.ExploreBranson.com/downtown

Provide a general description and primary purpose of the event
 This 2 day outdoor festival in downtown Branson will have over 75 art and crafts vendors, food trucks and live music from local Branson and Ozark performers. The purpose is an event which will bring visitors to Branson and to Historic Downtown creating an opportunity for additional economic growth for our community.

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 Commercial Street from the alley behind Dick's 5 & 10 to Atlantic Street intersection and from Atlantic Street intersection to before the Regions Bank drive thru lane on Commercial Street. Atlantic Street will remain open for thru traffic.

Event Setup
 04/16/2024

Time
 09:00 AM

Day 1
 04/17/2024

Start Time 1
 09:00 AM

End Time 1
 06:00 PM

Day 2
 04/18/2024

Start Time 2
 09:00 AM

End Time 2
 08:00 PM

Day 3
 04/19/2024

Start Time 3
 09:00 AM

End Time 3
 06:00 PM

Day 4
 04/20/2024

Start Time 4
 09:00 AM

End Time 4
 06:00 PM

Breakdown
 04/22/2024

Time
 09:00 AM

Describe your security plan including crowd control, internal security, private security, and/or the assistance of the City of Branson Police Department
 We have hired security Nightcrawler Security for the event.

Are you using a private security company?
 Yes

Security Company Information Name

Security Company Information Email
 nightcrawlertactical@gmail.com

Security Company Information Address

Security Company Information Company Name	Nightcrawler Security
Security Company Information Company Address	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 would call 911 for emergency situations. We have a first aid kit on site.
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.	City Parks Department employees take care of regularly picking up the trash from the waste bins provided by the City throughout the day. We get extra waste bins from the Maintenance Dept.
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	Awbery parking lot has a bathroom structure on site which has 4 restrooms each for men and women. City Parks Dept. employees maintain bathrooms during the festival.
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	We will have 3-4 food trucks which will all be permitted by the Taney County Health Department for preparation, cooking and waste disposal. All will take waste disposal fats, oils with them.
Address where fats, oils and grease will be disposed	205 W Atlantic Street, Branson, MO 65616
Will the event involve the consumption of alcoholic	Yes

beverages on-site?

Alcohol Beverage Vendor Summit Restaurant may be seeking approval and Finance Dept. permit to allow a sectioned off portion in front of their restaurant where a festivalgoer could have a beverage with a meal in a just that area. No alcohol would be carried around event.

Describe sale/distribution method and the required security measures

Summit Restaurant

Postcard 0

Email 1

Published Notification 0

Published Signage 1

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 Microphones, speakers, monitors, sound 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 Hway 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
Plan Revision Cycle	01

* Only fields that were populated are shown

Documents:

- Applicant Signature: [signature.png](#)
- Attach Certificate of Liability Insurance: [Certificate of Insurance 23-24.pdf](#)
- Attach property owner acknowledgement and notarization: [Public Property Use Acknowledgment Letter to City 2023.pdf](#)
- Attach Site Plan: [AD Site Map.pdf](#)

Fees and Payments:

Total Fees: 65.00
 Total Paid: 0.00
 Balance Due: 65.00

Fees			
Quantity	Description	Amount	Total Cost
1.0	Application Fee	50.00	50.00
1.0	Technology Fee	15.00	15.00

Payments

Date	Type	Reference	Receipt	ReceivedFrom	Amount
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