

EVENT CONTACT INFORMATION

Applicant Name: Katie Cole
Address: 21 Evonaire Circle
City: Belleair State: FL Zip Code: 33756
Phone: 727-644-4921 Email: katie.cole@hwlaw.com

Are you requesting that this event be held (at least in-part) on public property? Yes No

Are you the property owner/lessee of the event site? Yes No*

** If no, please attach a written letter of consent to use the event site from the property owner*

Are you going to be the primary contact for this event? Yes No*

** If no, please provide primary contact information in the section below*

Primary Contact (if different than applicant): _____

Role with the Event: Committee Member

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Emergency Contact (**MUST BE ON-SITE FOR EVENT**): Madison Hauenstein

Role with the Event: Committee Member

Phone: 727-409-8526 Email: madisonhauenstein@gmail.com

EVENT OVERVIEW

Event Name: The Omelette Party Date of Event: 4/10/26

Start Time: 6:30 am / pm End Time: 11:00 am / pm

Site Address: 109 Manatee Road

Current Zoning of the Subject Parcel: Residential

Expected # of Attendees: 240 Expected # of Vehicles (Including Vendors): 75-100

Provide a detailed description of the proposed event below (or attach a separate sheet). Please explain the event's purpose and activities, and describe why the event is requesting exemption(s) from the existing Code, citing the special relief checkboxes on pages 3 and 4 of this application:

See attached.

Are you going to contract any private security services/officers on-site? Yes* No
** If yes, please provide the name of the business and the name(s) and cell phone numbers of the person(s) who will be on-site. Attach additional sheets as necessary.*

Name: Normally hire through Town of Belleair Cell Phone: _____

Name: _____ Cell Phone: _____

Are you going to utilize any parking services for this event? Yes* No
** If yes, provide the name(s) of the vendor(s) below along with company contact information.*

Vendor: Courtest Valet Phone: 727-687-2136

Vendor: _____ Phone: _____

Vendor: _____ Phone: _____

Provide the name(s) of any other commercial vendor(s) contracted for the event:

US Tent

International Diamond Center

Good Foods Catering

REQUIRED APPLICATION ATTACHMENTS

Unless exempted by the Town Manager, please attach the following documents to this application.

- ✓ **Site Layout:** May be printed out or hand-drawn on an 8.5” x 11” piece of paper or larger.
- ✓ **Parking Plan:** May be printed or drawn on a map that is 8.5” x 11” or larger. Plan must designate space for public safety services access and parking.
- ✓ **Neighbor Input Letters:** Signed letters from at least four (4) neighbors who reside within three lots of the event-site that include a statement of approval or disapproval.

SPECIAL RELIEF DOCUMENTATION

Check any sections below that are relevant for your event and attach relevant documentation.

- Alcohol Licensure (Code Section 6-2):** If requesting to serve alcohol on public property or to sell alcohol, attach all necessary alcohol licensure applications, including State Form ABT 6003.
- Noise Mitigation Plan (Code Section 74-484):** If requesting to exceed noise limits, explain anticipated noise impacts, including the nature, duration, and location of any amplified sound.
- Road Closures:** If the proposed event will require the temporary closing of Town roads or other public spaces, attach a map of these closures and an explanation for their necessity.
- Sanitary Plans:** If regular on-site restrooms are not sufficient for the event and other accommodations are to be made, provide a written explanation of those plans and include their location(s) on the required site layout.
- Special Event Insurance:** Proof of special events insurance coverage if requesting to hold the event on public property, with the Town of Belleair listed as additional insured.
- Street Vending:** If planning to contract street vending for this event (i.e. food trucks), attach a letter explaining the vendor’s purpose and impact, along with the vendor(s) contact information.
- ✓ **Temporary Signage (Code Section 74-572):** If requesting to place temporary signage in excess of what the Code allows, attach a plan for the signage and a statement of its purpose.
- Waste Elimination/Restoration Plans:** If the event will create a level of waste that requires a dumpster or other cleanup not covered by regular pickup, provide an explanation of waste removal.

AUTHORIZATION

By signing below, the applicant certifies that all information provided on this application is complete and correct and that all necessary attachments have been included. The applicant also agrees to the relevant fee schedule set forth by the Town, and assumes all responsibility for any and all damages to public property that may result from the requested event.

THE COMPLETION OF THIS FORM DOES NOT CONSTITUTE APPROVAL FOR A SPECIAL RELIEF PERMIT.

Katie Cole

2/25/26

Applicant signature

Date

END OF APPLICATION

The Event:

THE SINCE 1968
OMELETTE
Party

For nearly six decades, The Omelette Party has stood as one of Tampa Bay's most celebrated black-tie traditions — a night where elegance, generosity, and purpose come together under one roof. Benefiting The Arc Tampa Bay Foundation, this annual gala sustains vital programs and services that empower individuals with intellectual and developmental disabilities to live with dignity, independence, and joy.

The Arc Tampa Bay Foundation, a 501(c)(3) nonprofit, exists to ensure the financial future of The Arc Tampa Bay and the thousands of children and adults it serves. Through events like The Omelette Party, as well as grants, corporate partnerships, and legacy giving, the Foundation builds awareness, strengthens community bonds, and inspires the philanthropic investment that makes lifelong impact possible.

When you support The Omelette Party, you are not only aligning with one of the region's most enduring philanthropic traditions — you are helping to write the next chapter of opportunity, inclusion, and hope for people with I/DD across Tampa Bay.



The Details:

What: The 59th Annual Omelette Party
Where: The Gerlach Residence, 109 Manatee Rd., Belleair, FL
When: April 10, 2026 from 6pm to 11pm
Attendees: 275 Ticketed Guests (Estimated)
Dining: Buffet-style with seated dining
21+: Wine, beer and alcohol will be served
Parking: Valet Parking (see map attached) and Vendor Lot Parking

The Week:

Tuesday, April 7: Tent set up (See schematic attached)

Wednesday, April 8: Event Set Up (Omelette Committee Members)

Thursday, April 9: Client Party, 9:30am to 11am at the Gerlach Residence, 109 Manatee Rd.

The Client Party is a celebration for approximately 100 of Arc Tampa Bay's clients, hosted by the omelette committee. The event includes music provided by a DJ and ice cream refreshments.

Friday, April 10: The Omelette Party, 6pm to 11pm (See Additional Details on Previous Page)

Saturday, April 11: Post-Party Plant Sale, 9am to 11am

Valet Parking Schematic

The Omelette Party Friday, 4/10/26 Proposed Parking Plan

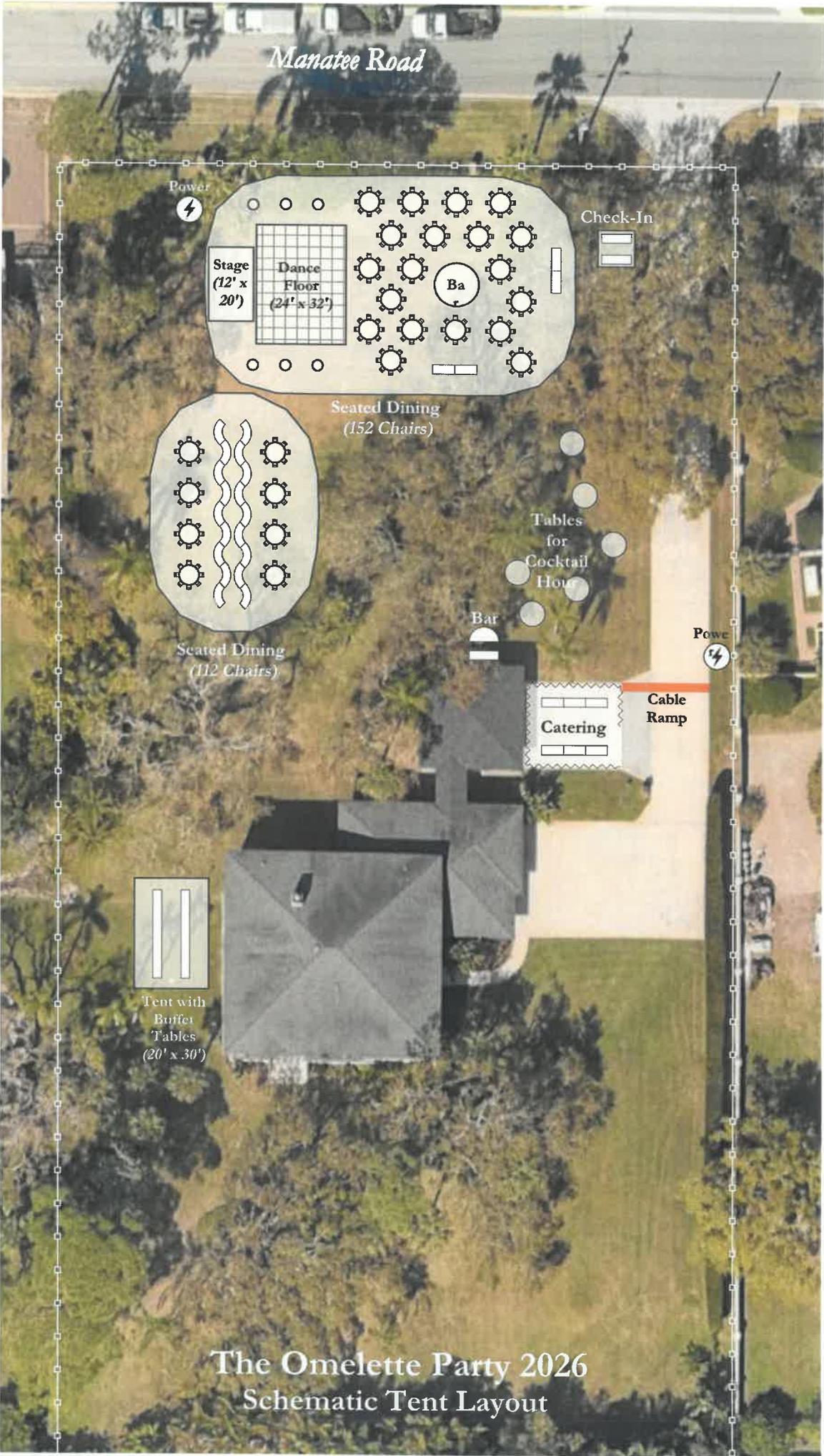
★ Event Location: 109 Manatee Rd., Belleair

■ Permission received from owner, Richard Dimmitt to use vacant lot for event personnel (catering, band, etc.)

— Red lines show proposed Valet Parking by Courtesy Valet – on the right side road only

— Blue lines show proposed secondary Valet Parking (only if needed) – on the right side road only





Gerlach Residence
109 Manatee Rd.

The Omelette Party 2026
Schematic Tent Layout

SIGNAGE REQUEST:

Applicant is requesting to hang a banner across Indian Rocks Rd for approximately two weeks leading up to the event.

Letter of Support for Special Event Permit
Town of Belleair, Florida

Property Address of Supporting Neighbor: 150 Palmetto Rd
Owner Name(s): JANET DOE

I am a homeowner in the vicinity of 109 Manatee Road, Belleair, Florida, and I am writing to express my support for the approval of a special event permit for the following event.

Event Name: The Omelette Party
Event Date and Time: April 10, 2026 at 6:30 PM
Event Location: 109 Manatee Road, Belleair
Homeowners Hosting Event: Debbie and John Gerlach

The Omelette Party is a longstanding charitable fundraiser benefiting The Arc Tampa Bay, an organization that supports individuals with intellectual and developmental disabilities and their families. This event has been held successfully for 59 years and has a strong history of community support.

The estimated attendance for the event is approximately 250 to 300 guests. The event will include live music. All activities will comply with Town of Belleair ordinances. Valet parking will be provided to minimize neighborhood impact.

By signing below, I confirm my support for the approval of this special event permit.

Signature of Property Owner: JT DOE
Printed Name: JANET DOE
Date: 2/17/2026

These letters may be submitted as scanned copies and should be returned by February 20.

Thank you for your consideration.

Sincerely,

Madison Hauenstein and Kim Cole
2026 Co Chairs, The Omelette Party
theomeletteparty@gmail.com

Letter of Support for Special Event Permit
Town of Belleair, Florida

Property Address of Supporting Neighbor: 110 Manatee Rd

Owner Name(s): A. Joseph Sprayman

I am a homeowner in the vicinity of 109 Manatee Road, Belleair, Florida, and I am writing to express my support for the approval of a special event permit for the following event.

Event Name: The Omelette Party

Event Date and Time: April 10, 2026 at 6:30 PM

Event Location: 109 Manatee Road, Belleair

Homeowners Hosting Event: Debbie and John Gerlach

The Omelette Party is a longstanding charitable fundraiser benefiting The Arc Tampa Bay, an organization that supports individuals with intellectual and developmental disabilities and their families. This event has been held successfully for 59 years and has a strong history of community support.

The estimated attendance for the event is approximately 250 to 300 guests. The event will include live music. All activities will comply with Town of Belleair ordinances. Valet parking will be provided to minimize neighborhood impact.

By signing below, I confirm my support for the approval of this special event permit.

Signature of Property Owner: A. Joseph Sprayman

Printed Name: A. Joseph Sprayman

Date: 2-22-26

These letters may be submitted as scanned copies and should be returned by February 20.

Thank you for your consideration.

Sincerely,

Madison Hauenstein and Kim Cole
2026 Co Chairs, The Omelette Party
theomeletteparty@gmail.com

Letter of Support for Special Event Permit
Town of Belleair, Florida

Property Address of Supporting Neighbor: 101 Palmetto Rd.
Owner Name(s): CAROL H. BABKA

I am a homeowner in the vicinity of 109 Manatee Road, Belleair, Florida, and I am writing to express my support for the approval of a special event permit for the following event.

Event Name: The Omelette Party
Event Date and Time: April 10, 2026 at 6:30 PM
Event Location: 109 Manatee Road, Belleair
Homeowners Hosting Event: Debbie and John Gerlach

The Omelette Party is a longstanding charitable fundraiser benefiting The Arc Tampa Bay, an organization that supports individuals with intellectual and developmental disabilities and their families. This event has been held successfully for 59 years and has a strong history of community support.

The estimated attendance for the event is approximately 250 to 300 guests. The event will include live music. All activities will comply with Town of Belleair ordinances. Valet parking will be provided to minimize neighborhood impact.

By signing below, I confirm my support for the approval of this special event permit.

Signature of Property Owner: Carol H. Babka
Printed Name: CAROL H. BABKA
Date: 2-20-26

These letters may be submitted as scanned copies and should be returned by February 20.

Thank you for your consideration.

Sincerely,

Madison Hauenstein and Kim Cole
2026 Co Chairs, The Omelette Party
theomeletteparty@gmail.com

Letter of Support for Special Event Permit

Town of Belleair, Florida

Property Address of Supporting Neighbor: 111 Manatee Rd
Owner Name(s): Patrick & Laura Clouder

I am a homeowner in the vicinity of 109 Manatee Road, Belleair, Florida, and I am writing to express my support for the approval of a special event permit for the following event.

Event Name: The Omelette Party

Event Date and Time: April 10, 2026 at 6:30 PM

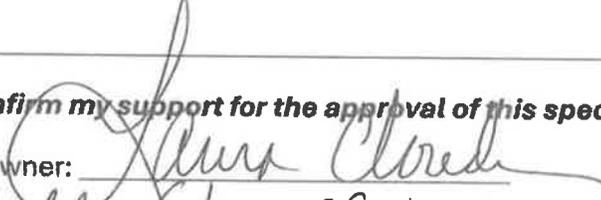
Event Location: 109 Manatee Road, Belleair

Homeowners Hosting Event: Debbie and John Gerlach

The Omelette Party is a longstanding charitable fundraiser benefiting The Arc Tampa Bay, an organization that supports individuals with intellectual and developmental disabilities and their families. This event has been held successfully for 59 years and has a strong history of community support.

The estimated attendance for the event is approximately 250 to 300 guests. The event will include live music. All activities will comply with Town of Belleair ordinances. Valet parking will be provided to minimize neighborhood impact.

By signing below, I confirm my support for the approval of this special event permit.

Signature of Property Owner: 

Printed Name: LAURA CLOUDER

Date: 2/23/26

These letters may be submitted as scanned copies and should be returned by February ~~20~~²³.

Thank you for your consideration.

Sincerely,

Madison Hauenstein and Kim Cole
2026 Co Chairs, The Omelette Party
theomeletteparty@gmail.com

STAFF WORKFLOW (FOR TOWN USE ONLY)

Police Department Representative: Allison Daniels Date: 02/26/2026

Signature: [Signature]

Estimated Department fees: 292.50

Does the Police Department recommend approval of this permit? Yes No

Notes: Requested 1 officer

Public Works Representative: Ryan Womack Date: 2-26-26

Signature: [Signature]

Estimated Department fees: 0

Does the Public Works Department recommend approval of this permit? Yes No

Notes: _____

Finance Department Representative: DAN CARPENTER Date: 3/4/26

Signature: [Signature]

		Due Date:	Date of Receipt:
Application Fee:	\$ 0	/	/
Total Estimated Town Staff Fees:	\$ 292.50		

Notes: No application fee - Non-profit
Police fee for one officer, due date TBD - will update

Town Manager: Gay Lancaster Date: 3/4/26

Signature: Gay Lancaster

Does the Town Manager recommend approval of this permit? Yes No

Notes: _____

Date of Commission Decision: 3/17/26

Special Relief Permit is APPROVED Special Relief Permit is DENIED

Notes: _____

Town Manager Signature

Date of approval/denial

FINAL FEES

Final (Actual) Town Staff Fees:	\$
Initial Amount Due:	\$
Difference <input type="checkbox"/> Due or <input type="checkbox"/> Owed	\$

Due Date for Difference Due or Owed: _____ Date of Receipt (If Due): _____