



Agenda Item # C - 4

**Village of Royal Palm Beach
Village Council
Agenda Item Summary**

Agenda Item:

APPROVAL OF A SPECIAL EVENT PERMIT FOR OUR LADY QUEEN OF THE APOSTLES CATHOLIC CHURCH TO HOLD ITS A CHRISTMAS FESTIVAL AND VILLAGE AT 100 CRESTWOOD BOULEVARD ON DECEMBER 6, 2019, DECEMBER 7, 2019 DECEMBER 8, 2019 DECEMBER 13, 2019 DECEMBER 14, 2019 AND DECEMBER 15, 2019; BY JIM DUEMIG.

Issue:

The applicant is requesting a special event permit in order to hold a Christmas Festival and Village at Our Lady Queen of the Apostles Catholic Church, located at 100 Crestwood Boulevard on the following dates and times: Friday December 6, 20019 from 4:00 p.m. to 10:00 p.m., Friday December 13, 2019 from 4:00 p.m. to 10:00 p.m.; Saturday, December 7, 2019, from 4:00 p.m. to 11:00 p.m.; Saturday, December 14, 2019 from 4:00 p.m. to 11:00 p.m.; and Sunday, December 8, 2019 from 12:00 p.m. to 8:00 p.m.; Sunday, December 15, 2019 from 12:00 p.m. to 8:00 p.m. The applicant has not requested any road closures for this event. The Church is requesting a special no fee permit for non-profit organizations. The applicant has submitted all necessary information and forms to the Village. Staff has reviewed this application and determined that the proposed use will not adversely affect the immediate area.

Recommended Action:

Approval of Special Event Permit, subject to the attached conditions (Exhibit A).

Initiator:	Village Manager Approval	Agenda Date	Village Council Action
Director of P & Z		10/17/19	

EXHIBIT A

1. The event may only occur on Friday December 6, 20019 from 4:00 p.m. to 10:00 p.m., Friday December 13, 2019 from 4:00 p.m. to 10:00 p.m.; Saturday, December 7, 2019, from 4:00 p.m. to 11:00 p.m.; Saturday, December 14, 2019 from 12:00 p.m. to 8:00 p.m.; and Sunday, December 8, 2018 from 12:00 p.m. to 8:00 p.m.; Sunday , December 15, 2019 from 12:00 p.m. to 8:00 p.m.
2. Any tents used shall be flame resistant.
3. A Business Tax Receipt is required and permits must be obtained for all temporary electrical services, generators or temporary power poles and must be inspected prior to commencement of sales.
4. All electrical circuits shall be GFI protected.
5. Signage shall be set back at least 10 feet from the property line and shall not interfere with sight lines along public roadways and shall conform to the requirements of Sec. 20-71 of the Village Code of Ordinances.
6. A clearly defined paved parking area must be provided.
7. The applicant shall provide for portable restroom facilities including at least one handicapped accessible facility if public facilities are not within 500' of accessibility.
8. Adequate trash receptacles shall be provided for tree trimming and other debris, which may accumulate on site.
9. If trailer is to be used on site for security purpose, the applicant shall obtain temporary trailer permit from the Village Building Department. This trailer may trailer permit from the Village Building Department. This trailer may not be used for overnight sleeping purposes.
10. No parking will be allowed in the swales of Crestwood Boulevard.
11. Adequate provision shall be made for overflow parking
12. The applicant shall be responsible for traffic safety, and shall coordinate traffic control with the Palm Beach County Sherriff, if the need arises.

A FULLY COMPLETED APPLICATION MUST BE SUBMITTED TO THE VILLAGE CLERK 30 DAYS IN ADVANCE OF THE EVENT. FAILURE TO SUBMIT A COMPLETE APPLICATION MAY RESULT IN REJECTION OF THE APPLICATION.

RECEIVED BY:
Village of Royal Palm Beach

SEP 20 2019

VILLAGE OF ROYAL PALM BEACH
SPECIAL EVENTS PERMIT APPLICATION

Time _____

DATE: September 13, 2019

I/We Rev. Z Andy Rudnicki, Our Lady Queen of the Apostles Catholic Church
(Name of applicant)

of 100 Crestwood Blvd. S., Royal Palm Beach, FL 33411
(Mailing address)

Name and phone number of contact person Jim Duemig

Email address: jim@olqa.cc

on behalf of Our Lady Queen of the Apostles
(Name of person, corporation, organization, etc.)

hereby request a Special Events Permit from the Village of Royal Palm Beach in order to:
Christmas Festival and Village which replaced our Fall Festival and be held over two weekends
in December. The festival will be very similar except we will replace the rides with a
Christmas Village which will be lights and exhibits.

In support of such application, I submit the following information:

1. Proposed location: parish property. See attached layout

(Owner's written consent and affidavit of responsibility is attached.)

2. Proposed date, time of commencement and duration of event:
Friday (12/6 & 13) 4:00 PM - 10:00 PM. Saturday 12/7 & 14) 4:00 PM - 11:00 PM Sunday 12/8 & 15 Noon - 8:00 PM

3. Approximate number of participants expected:

4. Insurance company and policy number: Catholic Mutual Relief Society of America

(Copy of Certificate of Insurance showing general liability & property damage coverage is attached.)

5. Will state, municipal or county controlled property be involved? Yes _____ No X.

If yes, please describe: _____

(State, municipal or county permit or written consent, if applicable,
to utilize the above property is attached.)

6. How will this proposed event impact municipal traffic control, fire/rescue operations and/or utilities? Similar to previous Festivals with little or no impact.

Festival is only on church grounds and parking is also only on Church grounds.

Proposed impact mitigation plan: If necessary traffic control officers will be hired.

7. Are animals involved in this event? Yes _____ No X

If yes, all certificates required by Chapter 5 of the Village Code of Ordinances must be attached hereto prior to the issuance of this permit.

8. What toilet facilities will be provided for use by event participants and the public?

As done in the past, restroom facilities will be available in Celebration Hall.

9. Site plan for proposed location of special event showing layout of all facilities, including parking and signage, is attached hereto along with a fully executed hold harmless agreement as required by Section 16-12A.2 of the Village Code of Ordinances.

10. Please address the following items:

A. How will you assure that the proposed special event will have no adverse vehicular or pedestrian traffic impacts which cannot be prevented by the imposition of conditions?

As we have held annual festival here for many years we have a lot of experience in understanding the impact.

Pedestrian impact is always extremely light. We will have parking and attendants managing the flow in the parking lot.

B. How will you assure that the proposed special event will have no adverse impacts on adjacent properties and will not be detrimental to their use and peaceful enjoyment of their property?

Hasn't been an issue in the past. Entertainment

stages will be faced away from residential area and all outdoor entertainment will cease at 11:00 PM.

at the latest. **Rides will be replaced with Christmas Village**

C. How will you assure that the proposed special event will not cause objectionable noise, vibrations, fumes, odors, glare or physical activity which cannot be prevented by the imposition of conditions?

Again same as "B" far as noise. (This has never been an issue for our past Festivals.
Although there will be entertainment this will be focused away from residential areas.
Our trash container will be away from residential area and odor not an issue.

D. How is the proposed special event compatible with the character of the location for which it is proposed?

This event is the church's largest fund raiser of the year and besides raising the funds necessary to operate the church, it's
also a great fellowship event for our parishioners and neighbors alike.

I affirm that all facts set forth herein are true and correct and understand that the Village of Royal Palm Beach may impose reasonable conditions upon the Special Event Permit in order to reduce adverse impacts and to protect the health, safety and welfare of all.

Rev. Z. Andy Rudnicki

Signature of Applicant

Rev. Z. Andy Rudnicki, Pastor

Print name and office held, if applicable

THE STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 13 day of September, 2019, by Rev. Z. Andy Rudnicki, who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath.

Christine Winters

NOTARY PUBLIC
STATE OF FLORIDA
(Seal)



VILLAGE OF ROYAL PALM BEACH, FLORIDA
OWNER'S AFFIDAVIT OF CONSENT AND RESPONSIBILITY
DO NOT COMPLETE FOR EVENTS ON VILLAGE PROPERTY

DATE: September 13, 2019

APPLICATION FOR: Special Events Permit X OR Seasonal Vendor Permit _____

PROPOSED LOCATION FOR SPECIAL EVENT OR TEMPORARY SALE:

100 Crestwood Blvd S.
Royal Palm Beach, FL 33411

I/We, Rev Z Andy Rudnicki, Our Lady Queen of Apostles, own the property referenced above and hereby grant my/our consent for our parishioners to utilize the property for Christmas Festival and Village acknowledging that I/we will be responsible for the activities conducted thereon.

Rev. Z. Andy Rudnicki
Affiant

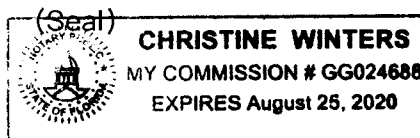
Affiant

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 13 day of September, 2019 by - _____ and Rev. Z. Andy Rudnicki, who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath.

Christine Winters

Notary Public
State of Florida



HOLD HARMLESS AGREEMENT FOR APPLICANT

The undersigned hereby requests a Special Events/Seasonal Vendor permit (circle one) from the Village of Royal Palm Beach, Florida ("Village").

NOW, THEREFORE, for and in consideration of the issuance of the permit by the Village and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, I/we agree as follows:

1. I/we hereby agree to abide by all regulations set forth in the VILLAGE OF ROYAL PALM BEACH Code of Ordinances and all other laws.

2. I/we hereby agree that I/we will indemnify and hold the Village harmless from and against any and all claims, demands, lawsuit, settlements, damages, costs and expenses, including attorneys' fees, suffered or incurred by the Village and arising out of or in connection with the Special Event, Temporary Sale, or Seasonal Vending conducted.

Executed this 13 day of September, 2019.

WITNESSES:

Arline Laquerre
Signature

Arline Laquerre
Printed Name

[Signature]
Signature

Sharyn Garcia
Printed Name

Rev. Z. Andy Rudnicki
Applicant

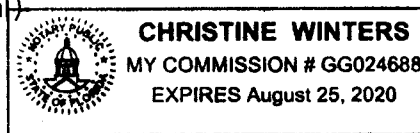
Rev. Z Andy Rudnicki, Pastor
Printed Name

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 13 day of September, 2019 by Rev. Z. Andy Rudnicki, who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath.

Christine Winters

Notary Public
State of Florida
(Seal)



HOLD HARMLESS AGREEMENT FOR OWNER OF PROPERTY
(IF DIFFERENT FROM APPLICANT)

DO NOT COMPLETE FOR EVENTS ON VILLAGE PROPERTY

The undersigned is the owner of the real property to be utilized for the proposed Special Event or Temporary Sale. The undersigned has granted the Applicant permission to apply for a Special Events/Seasonal Vendor permit (circle one) from the Village of Royal Palm Beach, Florida ("Village"), to use the undersigned's property for this purpose, and acknowledges responsibility (owner's affidavit is attached hereto).

NOW, THEREFORE, for and in consideration of the issuance of the permit by the Village and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, I/we agree as follows:

1. I/we hereby agree to abide by all regulations set forth in the VILLAGE OF ROYAL PALM BEACH Code of Ordinances and all other laws.

2. I/we hereby agree that I/we will indemnify and hold the Village harmless from and against any and all claims, demands, lawsuit, settlements, damages, costs and expenses, including attorneys' fees, suffered or incurred by the Village and arising out of or in connection with the Special Event or Seasonal Vending conducted.

Executed this 13 day of September, 2019.

WITNESSES:

Arline Laguerre
Signature

Arline Laguerre
Printed Name

Sharyn Garcia
Signature

Sharyn Garcia
Printed Name

STATE OF FLORIDA
COUNTY OF PALM BEACH

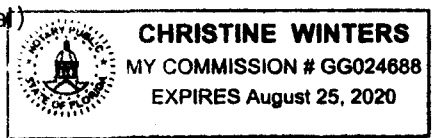
Rev. Z. Andy Rudnicki

Owner of Property
Rev. Z. Andy Rudnicki, Pastor
Printed Name

The foregoing instrument was acknowledged before me this 13 day of September, 2019 by Rev. Z. Andy Rudnicki, who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath.

Christine Winters
Notary Public

State of Florida
(Seal)



AFFIDAVIT FOR SPECIAL NO FEE PERMIT
NON-PROFIT, CHARITABLE, VETERANS' ORGANIZATIONS
AND/OR OTHERS ENTITLED TO EXEMPTIONS

DATE: September 13, 2019

I/We

I Rev. Z. Andy Rudnicki,

(Name of Applicant)

of 100 Crestwood Blvd. S. Royal Palm Beach, FL 33411,

(Mailing Address of Applicant)

on behalf of

Our Lady Queen of the Apostles Parish,

(Non-profit, Charitable, Veterans' Organization or others entitled to exemptions)

hereby request a special no fee permit or reduced rate occupational license from the VILLAGE OF ROYAL PALM BEACH in accordance with Section 16-8 of the Village Code in order to operate the business as described below or to hold the following fundraising project and/or sale at the following location:

100 Crestwood Blvd. S.

Royal Palm Beach, FL 33411

1. The Church (Our Lady Queen of the Apostles)
(Non-profit, Charitable, Veterans' Organization or others entitled to exemptions)

is a bonafide Non-Profit, Charitable, Veterans' Organization or other person/entity entitled to an exemption which operates without private profit for a civic, charitable, youth, service, fraternal or religious purpose. Attached is documentation to support this statement, i.e. incorporation certificate; 501c(3) status, etc.

2. Parishioners

(Name of persons involved in project)

are bonafide members of the Our Lady Queen of the Apostles Parish
organization and will not receive any compensation, whatsoever, for the operation of the
project.

3. The Our Lady Queen of the Apostles Parish

(Name of Organization or Person)

will abide by all regulations set forth in the VILLAGE OF ROYAL PALM BEACH Code of
Ordinances.

4. I understand that all facts stated herein may be investigated by the VILLAGE OF
ROYAL PALM BEACH and that if there are any misrepresentation stated herein, any permit or
occupational license issued on the basis of this Affidavit shall be automatically revoked. I
hereby swear that all facts stated herein are true and correct.

Rev. Z. Andy Rudnicki

Signature of Applicant

Pastor

Office Held, if applicable

STATE OF FLORIDA)

)ss:

COUNTY OF PALM BEACH)

The foregoing instrument was acknowledged before me this 13 day of
September, 2019 by Rev. Z. Andy Rudnicki, who is personally known to
me or who has produced a Florida driver's license as identification and who did/did not take
an oath.

Christine Winters

Notary Public
State of Florida
(Seal)



Certificate of Coverage

Date: 9/17/2019

Certificate Holder
 The Roman Catholic Diocese of Palm Beach
 9995 North Military Trail
 Palm Beach Gardens, FL 33410-9650

Covered Location
 Our Lady Queen of the Apostles Catholic Church
 100 Crestwood Blvd. South
 Royal Palm Beach, FL 33411

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Company Affording Coverage
 THE CATHOLIC MUTUAL RELIEF
 SOCIETY OF AMERICA
 10843 OLD MILL RD
 OMAHA, NE 68154

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

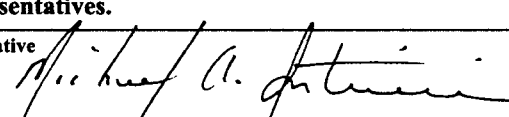
Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
Property				Real & Personal Property	
D. General Liability <input checked="" type="checkbox"/> Occurrence <input type="checkbox"/> Claims Made	9149	4/1/2019	4/1/2020	Each Occurrence	2,000,000
				General Aggregate	2,000,000
				Products-Comp/OP Agg	
				Personal & Adv Injury	
				Fire Damage (Any one fire)	
				Med Exp (Any one person)	
Excess Liability				Each Occurrence	
				Annual Aggregate	
Other				Each Occurrence	
				Claims Made	
				Annual Aggregate	
				Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
 Coverage is verified for claims arising out of Our Lady Queen of the Apostles Catholic Church Christmas Village December 6-8, 2019 and December 13-15, 2019.

Holder of Certificate **Cancellation**

Village of Royal Palm Beach
 1050 Royal Palm Beach Blvd.
 Royal Palm Beach, FL 33411

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative


0833000960



Consumer's Certificate of Exemption

DR-14
R. 10/15

Issued Pursuant to Chapter 212, Florida Statutes

85-8012702249C-8	07/01/2016	07/31/2021	RELIGIOUS-PHYSICAL PLACE
Certificate Number	Effective Date	Expiration Date	Exemption Category

This certifies that

OUR LADY QUEEN OF THE APOSTLES
CATHOLIC CHURCH
100 CRESTWOOD BLVD S
ROYAL PALM BEACH FL 33411-4701

is exempt from the payment of Florida sales and use tax on real property rented, transient rental property rented, tangible personal property purchased or rented, or services purchased.



Important Information for Exempt Organizations

DR-14
R. 10/15

1. You must provide all vendors and suppliers with an exemption certificate before making tax-exempt purchases. See Rule 12A-1.038, Florida Administrative Code (F.A.C.).
2. Your *Consumer's Certificate of Exemption* is to be used solely by your organization for your organization's customary nonprofit activities.
3. Purchases made by an individual on behalf of the organization are taxable, even if the individual will be reimbursed by the organization.
4. This exemption applies only to purchases your organization makes. The sale or lease to others of tangible personal property, sleeping accommodations, or other real property is taxable. Your organization must register, and collect and remit sales and use tax on such taxable transactions. Note: Churches are exempt from this requirement except when they are the lessor of real property (Rule 12A-1.070, F.A.C.).
5. It is a criminal offense to fraudulently present this certificate to evade the payment of sales tax. Under no circumstances should this certificate be used for the personal benefit of any individual. Violators will be liable for payment of the sales tax plus a penalty of 200% of the tax, and may be subject to conviction of a third-degree felony. Any violation will require the revocation of this certificate.
6. If you have questions regarding your exemption certificate, please contact the Exemption Unit of Account Management at 800-352-3671. From the available options, select "Registration of Taxes," then "Registration Information," and finally "Exemption Certificates and Nonprofit Entities." The mailing address is PO Box 6480, Tallahassee, FL 32314-6480.

**SECTION 5 – DESCRIPTION OF PREMISES TO BE LICENSED
AB&T AUTHORIZED SIGNATURE REQUIRED**

Business Name (D/B/A) or Name of Event
Christmas Village

Neatly draw a floor plan of the premises in ink, including sidewalks and other outside areas which are contiguous to the premises, walls, doors, counters, sales areas, storage areas, restrooms, bar locations and any other specific areas which are part of the premises where the event will be held. A multi-story building where the entire building is to be licensed must show the details of each floor.

