



Agenda Item # 5

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

Agenda Item:

APPROVAL OF A SPECIAL EVENT PERMIT APPLICATION FOR THE VILLAGE OF ROYAL PALM BEACH TO HOLD “PARKS AND RECREATION MONTH” ON JULY 20, 2019 AT ROYAL PALM BEACH COMMONS PARK: BY BRANDON PENDERGRASS.

Issue:

The Village of Royal Palm Beach, is requesting approval to hold “Parks and Recreation Month” at Royal Palm Beach Commons. The event will run from 8:00 a.m. through 7:00 p.m. (8:00 a.m. Volleyball tournament) (11:00 a.m. Waterslides and DJ on Great Lawn) (12 p.m. to 5 p.m. Kayak Rentals) (4: 00 p.m. to 7:00 p.m. Woofapalooza @ Dog Park) A Site Plan of the event activities and locations can be found attached hereto.

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		06/27/19	7/18/19

EXHIBIT A

1. The event may only occur on July 20, 2019 from 8:00 a.m. through 7:00 p.m. (8:00 a.m. Volleyball tournament) (11:00 a.m. Waterslides and DJ on Great Lawn) (12 p.m. to 5 p.m. Kayak Rentals) (4: 00 p.m. to 7:00 p.m. Woofapalooza @ Dog Park)
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.

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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

JUN 17 2019

VILLAGE OF ROYAL PALM BEACH
SPECIAL EVENTS PERMIT APPLICATION

Time _____

DATE: 6/10/2019

I/We Brandon Pendergrass
(Name of applicant)

of 1600 Poinciana Blvd. Royal Palm Beach, FL. 33411
(Mailing address)

Name and phone number of contact person Brandon Pendergrass

Email address: bpendergross@royalpalmbeach.com

on behalf of The Village of Royal Palm Beach
(Name of person, corporation, organization, etc.)

hereby request a Special Events Permit from the Village of Royal Palm Beach in order to:

Parks & Recreation Month - 1 Day event

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

1. Proposed location: Commons Park

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

2. Proposed date, time of commencement and duration of event:
July 20th, 2019 (8am Vollyball tournament) (11am waterslides & DJ on Great Lawn)
(12p - 5p Kayak rentals) (4p - 7p Woofapalooza @ Dog Park)

3. Approximate number of participants expected:

4. Insurance company and policy number: Village Policy

(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 .
If yes, please describe: Commons Park Great Lawn, kayak launch & dog park

(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? Will not impact traffic

Proposed impact mitigation plan: _____

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

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?
restroom facilities on great lawn & in Sporting Center building

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?
Park is designed to host special events with grass overflow parking lots

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?
DJ will not exceed Village ordinance

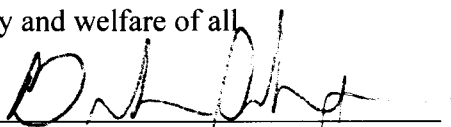
C. How will you assure that the proposed special event will not cause objectionable noise, vibrations, fumes, odors, glare or physical activity which cannot be prevented by the imposition of conditions?

Will be in compliance with all Village ordinances

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

Commons Park is designed to host special events and we will be utilizing different areas of the park throughout the day to highlight some of the many activities that our community can enjoy at the park.

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

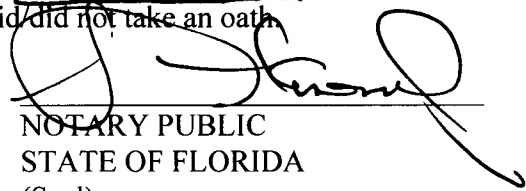


Signature of Applicant

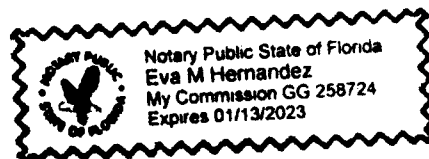
Brandon Pendergrass
Print name and office held, if applicable

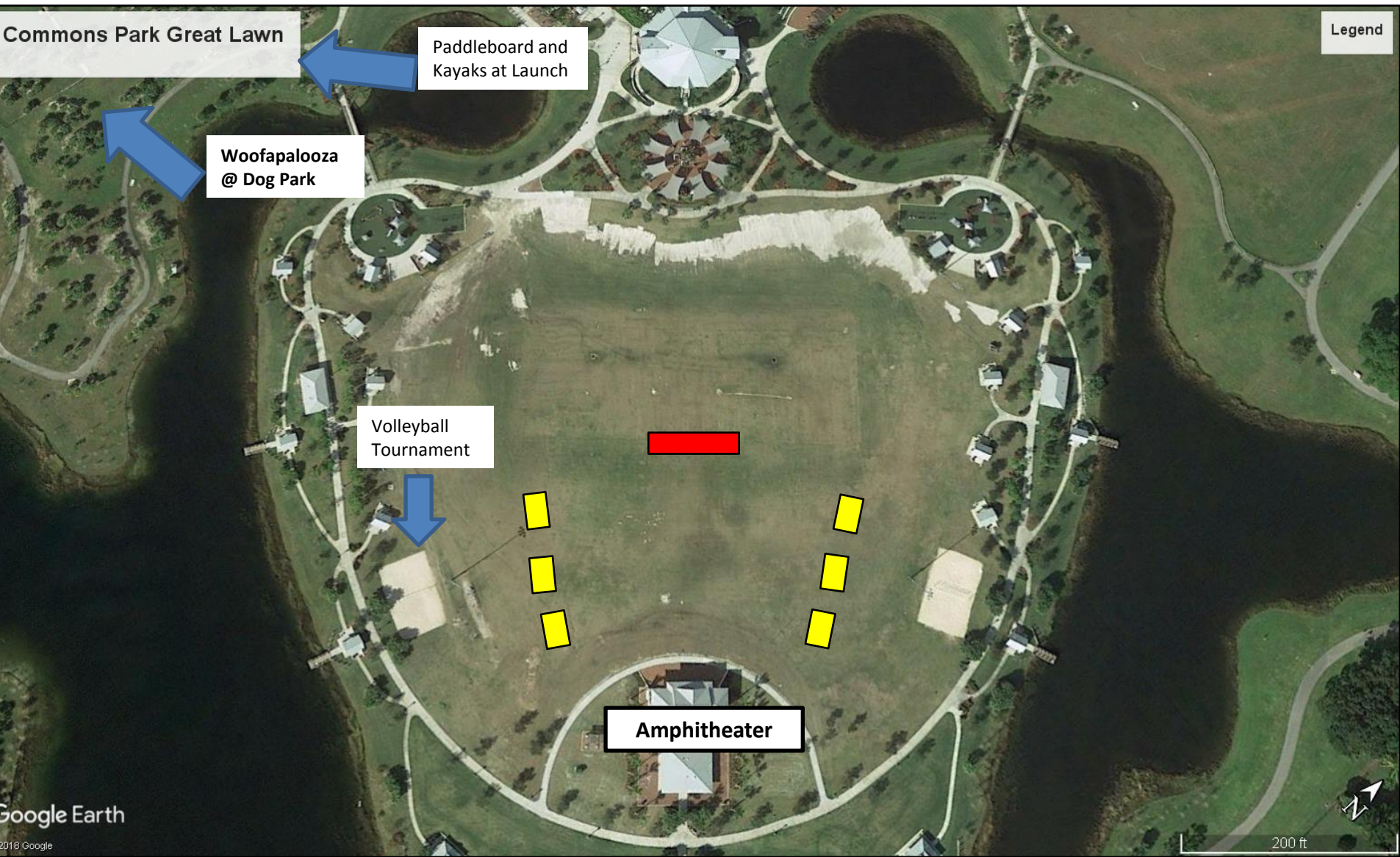
THE STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 14th day of June, 20 19, by Brandon Pendergrass 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.



NOTARY PUBLIC
STATE OF FLORIDA
(Seal)





Legend

Commons Park Great Lawn

Paddleboard and Kayaks at Launch

Woofapalooza @ Dog Park

Volleyball Tournament

Amphitheater

Google Earth
2018 Google

200 ft

Bounce Houses

Food Trucks