



Agenda Item #__Ô Ëï _____

**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 “HAUNTED HOUSE ” ON OCTOBER 25, 2019 THROUGH OCTOBER 30, 2019 AT ROYAL PALM BEACH COMMONS: BY BRANDON PENDERGRASS.

Issue:

The Village of Royal Palm Beach, is requesting approval to hold “Haunted House” at Royal Palm Beach Commons. The event will run from 6:00 p.m. until 11:00 p.m. on Friday October 25, 2016 through October 30, 2019; and from 1:00 p.m. until 11:00 p.m. on Saturday, October 26, 2019. 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

The event may take place on Friday October 25, 2016 through October 30, 2019; from 6:00 p.m. until 11:00 p.m. on Saturday, October 26, 2019 from 1:00 p.m. until 11:00 p.m.

1. Any tents used shall be flame resistant.
2. 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.
3. All electrical circuits shall be GFI protected.
4. 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.
5. A clearly defined paved parking area must be provided.
6. The applicant shall provide for portable restroom facilities including at least one handicapped accessible facility if public facilities are not within 500' of accessibility.
7. Adequate trash receptacles shall be provided for tree trimming and other debris, which may accumulate on site.

Initiator:	Village Manager Approval	Agenda Date	Village Council Action
Director of P & Z		06/27/19	7/18/19

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

MAY 30 2019

VILLAGE OF ROYAL PALM BEACH
SPECIAL EVENTS PERMIT APPLICATION

Time _____

DATE: 5/24/2019

I/We Brandon Pendergrass
(Name of applicant)

of 11600 Poinciana Blvd. Royal Palm Beach, FL. 33411
(Mailing address)

Name and phone number of contact person Brandon Pendergrass (561) 790-140

Email address: bpendergrass@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:
Host Catskillhaunts Haunted House at Commons Park

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:
Starting Friday October 25th - October 30th, 2019

Event Time (6pm - 11pm) on 10/25, 10/27, 10/28, 10/29, 10/30 & (1pm-11pm) on Saturday 10/26.

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 East Lot

(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? No adverse affect on traffic. Event will be contained within Commons Park

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? On-site restrooms & port-o-lets next to haunted house

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?

The park is designed for to hold large scale special events. There will be parking areas in the overflow lots and shuttles to and from the haunted house.

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?

Sound will not exceed Village ordinances

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 large scale events. The lot that the Haunted House will be placed in is large enough to hold the haunted house and additional parking.

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.



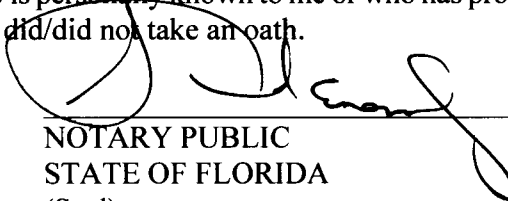
Signature of Applicant

Brandon Pendergrass

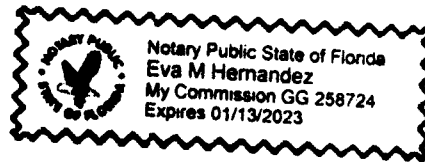
Print name and office held, if applicable

THE STATE OF FLORIDA
COUNTY OF PALM BEACH

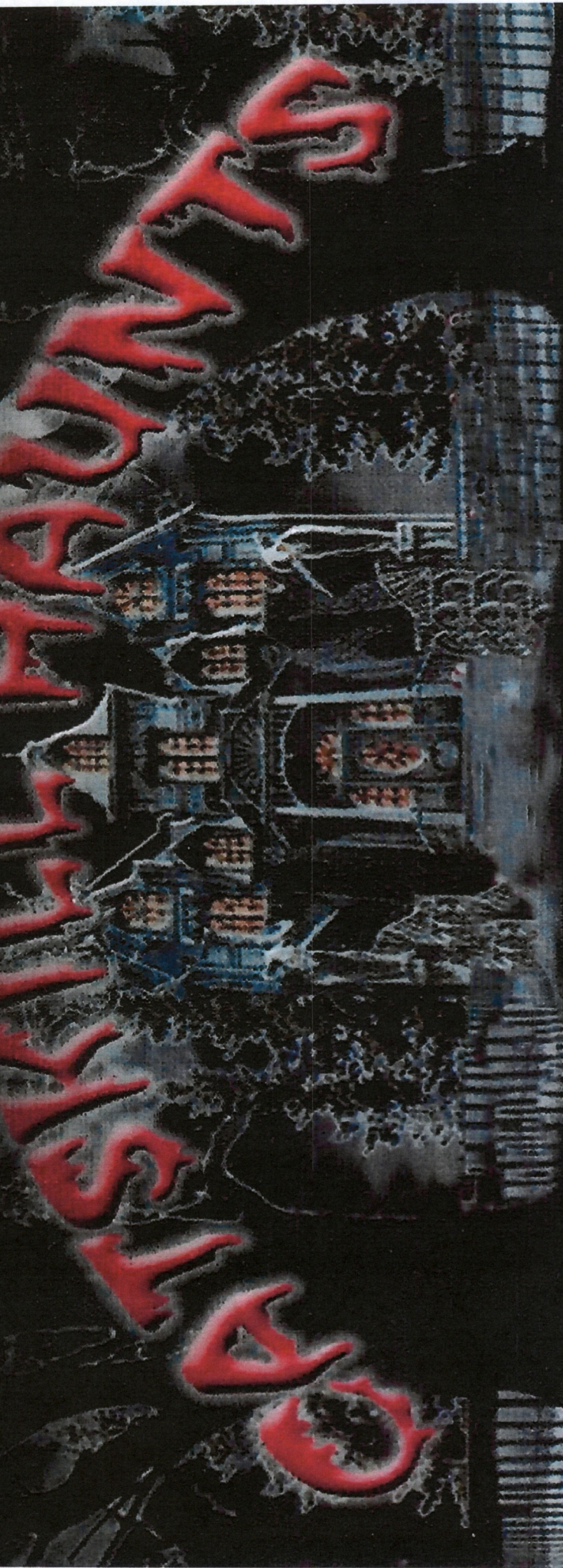
The foregoing instrument was acknowledged before me this 29 day of May, 2019, by Brandon Pendergrass, who is personally known to me or who has produced a Florida driver's license as identification and who did/did not take an oath.



NOTARY PUBLIC
STATE OF FLORIDA
(Seal)



CATSKILL HAUNTS

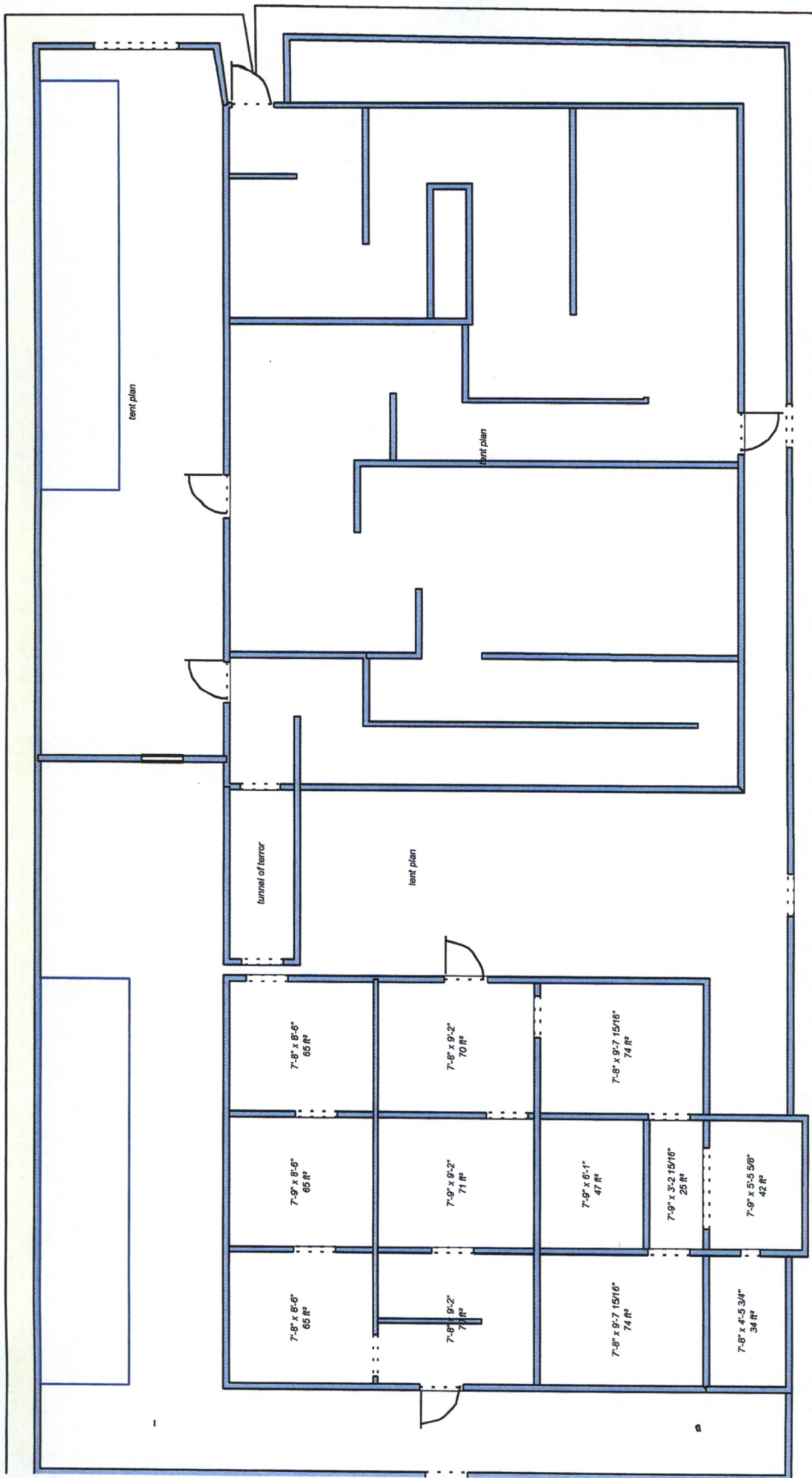


Mobile Haunted House

www.catskillhaunts.net

SITE PLAN





Commons Park Event

October 2019



Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
29	30	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
open closed before 11pm	set up open	set up open	set up open	insp. day break down event	open before 11pm	open

September 2019							November 2019						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	3	4	5	6	7	8	9
8	9	10	11	12	13	14	10	11	12	13	14	15	16
15	16	17	18	19	20	21	17	18	19	20	21	22	23
22	23	24	25	26	27	28	24	25	26	27	28	29	30
29	30												