



Agenda Item # C - 2

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

**Agenda Item:**

**APPROVAL OF A SPECIAL EVENT PERMIT FOR THE VILLAGE OF ROYAL PALM BEACH TO HOLD ITS ANNUAL JULY 4<sup>TH</sup> CELEBRATION AT VETERANS PARK AND LAKESIDE CHALLENGER PARK ON SATURDAY, JULY 4, 2009 FROM 6:30 A.M. UNTIL 12:00 P.M. AT CHALLENGER PARK; AND 10:00 A.M. UNTIL 4:00 P.M. AT VETERANS PARK, BY LOU RECCHIO**

**Issue:**

The applicant, the Village of Royal Palm Beach, is requesting a special event permit in order to hold it's Annual July 4<sup>th</sup> Celebration at Veterans Park on Saturday, July 4, 2009 from 10:00 a.m. to 4:00 p.m. and Lakeside Challenger Park on Saturday, July 4, 2009 from 6:30 a.m. to 12:00 p.m. The applicant is requesting a waiver of the special event permit fee, because it is a Village sponsored event. The Village is properly insured for such events.

**Recommended Action:**

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

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|            |                             |                |                           |
|------------|-----------------------------|----------------|---------------------------|
| Initiator: | Village Manager<br>Approval | Agenda<br>Date | Village Council<br>Action |
|------------|-----------------------------|----------------|---------------------------|

Senior Planner

6-18-09

## EXHIBIT A

1. The event may only occur on July 4, 2009 from 6:30 a.m. to 12:00 p.m. at Lakeside Challenger Park and from 10:00 a.m. to 4:00 p.m. at Veterans Park.
2. Any tents used shall be flame resistant.
3. An occupational license 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. Only one sign is permitted, and no banners or balloons may be displayed. 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. 20-73 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.

**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 13 2009

VILLAGE OF ROYAL PALM BEACH  
SPECIAL EVENTS PERMIT APPLICATION

Time \_\_\_\_\_

DATE: 5-12-09

I/We THE VILLAGE OF ROYAL PALM BEACH  
(Name of applicant)

of 1050 ROYAL PALM BEACH, BLVD.  
(Mailing address)

Name and phone number of contact person LOU. RECCHIO. 790-5124

on behalf of 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:

CONDUCT ANNUAL JULY 4<sup>TH</sup> CELEBRATION

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

1. Proposed location: VETERANS PARK, LAKESIDE CHALLENGER PARK

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

2. Proposed date, time of commencement and duration of event:

JULY 4<sup>TH</sup>, 2009 - 6:30 AM - 12:00 PM - CHALLENGER PARK  
10:00 AM - 4:00 PM VET. PARK

3. Approximate number of participants expected: 1000

4. Insurance company and policy number: \_\_\_\_\_

(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: VETERANS PARK, LAKESIDE CHALLENGER 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? TRAFFIC CONTROL BY PBSO -

Proposed impact mitigation plan: ADDITIONAL PARKING ALONG W/SHUTTLE SERVICE AT CULTURAL CENTER + VILLAGE HALL

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 FACILITIES

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?

PBSO CONTROL. NO PARKING SIGNS ON ADJ. PROPERTIES, ADD. PARKING @ C.C. + VILLAGE HALL W/SHUTTLE SERVICE

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?

SEE #A.

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?

SOUND CONTROLLED WITHIN VILLAGE ORDINANCE.

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

LOCATION IS USED REGULARLY FOR EVENTS SUCH AS THIS.

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.

Louis F. Recchio  
Signature of Applicant  
LOUIS F. RECCHIO, PARKS/REC DIR.  
Print name and office held, if applicable

THE STATE OF FLORIDA  
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this 13th day of MAY, 2009, by Louis Recchio, 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.

Diane M. Disanto  
NOTARY PUBLIC  
STATE OF FLORIDA  
(Seal)

