

TOWN OF BELLEAIR

SPECIAL RELIEF PERMIT APPLICATION

PROCESS OVERVIEW

To address community requests to host/conduct special events and activities, the Commission may provide temporary relief from certain code restrictions via a special relief permitting process.

Permits are required in order for residents to receive temporary variances from code regulations that may include the serving of alcohol on public property (Section 6-2), the generation of excess noise (74-484), the placement of temporary signage (74-572), the allowance of increased street parking, or other variances. Allowed exemptions only last for the duration of the proposed event.

This process is initiated with the submission of this completed application to the Town Manager at least 21 days before any proposed event date. Properties may obtain no more than 2 permits per year. Applications will be approved/denied at a Commission meeting specified by the Town Manager.

If approved, and after receipt of required permit fees, applicants will be issued a Special Relief Permit by the Police Department within three (3) business days. Permits will then be issued to applicants and will specify authorized dates, times, and conditions-of-use for the approved event/occurrence.

PERMITS ARE REQUIRED WHEN ANY EVENT OR ACTIVITY:

- Will likely result in the violation of any Town Code section
- Will require the waiving of certain Code sections (per the breakdown on page 4 of this document)
- Will likely involve more than 50 participants and/or 20 vehicles in attendance

PERMIT FEES

Permit fees for a Special Relief Permit, as specified by the Town Code (Appendix B, Appeal to the Commission) are listed below. The Commission may waive or refund fees, as deemed necessary.

- | | |
|--|-----------|
| • Government entities | \$ 0.00 |
| • Non-profit organizations | \$ 50.00 |
| • Events with fewer than 100 attendees | \$ 50.00 |
| • Events with more than 100 attendees | \$ 200.00 |

Fee payment may be mailed or made in-person at Town Hall (901 Ponce de Leon Boulevard). Payment may be made in the form of cash, checks (made payable to the Town of Belleair), or credit cards (with a 3% convenience fee added). Fee payment (as applicable) is required prior to permit issuance.

COMPLETION OF APPLICATION

Once it is determined that a special event will require the acquisition of a Special Relief Permit, all of the following application sections must be addressed, completed, and submitted to the Town Manager.

We want this process to be easy for you, so please don't hesitate to contact us at (727) 588-3769 if you have any questions or need any further assistance completing the application.

EVENT CONTACT INFORMATION

Applicant Name: MARTIN PURDY

Address: 610 OSCEOLA RD.

City: BEVERLY State: FL Zip Code: 33756

Phone: 727-798-2623 Email: mpurdy@tampabay.rr.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: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Phone: _____ Email: _____

Emergency Contact (**MUST BE ON-SITE FOR EVENT**): MARTIN PURDY

Role with the Event: DIRECTOR

Phone: 727-798-2623 Email: mpurdy@tampabay.rr.com

EVENT OVERVIEW

Event Name: GRADE'S BIG SALSA Date of Event: AUGUST 10th 2019

Start Time: 5:30 ☐ am / ☒ pm End Time: 9:00 PM ☐ am / ☒ pm

Site Address: 918 OSCEOLA RD / DIMMITT COMMUNITY CENTER

Current Zoning of the Subject Parcel: _____

Expected # of Attendees: 500+ Expected # of Vehicles (Including Vendors): ?

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 Code, citing the special relief checkboxes on pages 3 and 4 of this application. Also include an explanation of any measures in place to prevent underage drinking at your event.

GRACIE'S BIG SPURST. ANNUAL FUNDRAISER FOR THE GRACIE G. PURDY FOUNDATION. WATER SLIDES, BUNGEE JUMPER, ROCK WALL, BAKE SALE, RAFFLE, SILENT AUCTION.

I.D. IS REQUIRED TO PURCHASE ALCOHOL. MINORS WILL NOT BE SERVED.

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: N/A 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: N/A Phone: _____

Vendor: _____ Phone: _____

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

N/A

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


Please mark the categories below for which you are seeking special relief, and attach relevant supporting documents to your application.

- ☒ **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 Plans (Code Section 74-484):** If requesting to exceed the noise regulations allowed by Town Code, provide an attached explanation of expected noise impacts, including the nature, duration, and location of any amplified sound.
- ☐ **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. A violation of any of the permit's parameters, any other sections of the Town's Code, or other relevant laws may result in code enforcement or other legal action.

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



Applicant signature

7.23.2019

Date

END OF APPLICATION

STAFF WORKFLOW (FOR TOWN USE ONLY)

Date of Application Submission to the Police Department: 7/29/19

Received By (Initials): JT Approved By (Initials): JA

Does the Police Department have any objections to this permit? ☐ Yes ☒ No

If yes, provide an explanation here or attach another sheet: _____

Date of Receipt by Parks and Recreation Department: 7/24/19

Received By (Initials): RWA Approved By (Initials): RWA

Does the Parks and Recreation Dept. have any objections to this permit? ☐ Yes ☒ No

If yes, provide an explanation here or attach another sheet: _____

Date of Receipt by Town Manager: 7/30/19

Does the Town Manager have any objections to this permit? ☐ Yes ☒ No

If yes, provide an explanation here or attach another sheet: _____

Date of Commission Decision: 8/6/19

☐ Special Relief Permit is **approved*** ☐ Special Relief Permit is **denied**

Assessed Fee: _____ Due Date for Fee: _____

Town Manager's signature

Date of approval/denial

**If approved by the Commission, the Police Department will issue a Special Relief Permit to the applicant within three (3) business days. The Police Department will be responsible for enforcing the conditions of the permit before, during, and after the event.*



Certificate of Registration

DR-11
R. 10/18

Issued Pursuant to Chapter 212, Florida Statutes

62-8017842119-9

07/11/19

Certificate Number

Registration Effective Date

This certifies that

GRACIE G PURDY FOUNDATION INC
610 OSCEOLA RD
BELLEAIR FL 33756-1023

has met the sales and use tax registration requirements for the business location stated above and is authorized to collect and remit tax as required by Florida law. This certificate is non-transferable.



**This is your Sales & Use Tax Certificate of Registration.
Detach and Post in a Conspicuous Place.**



Notify the Department immediately if you change your:

- business name;
- mailing address;
- location address within the same county; or
- close or sell your business.

You can also notify the Department when you temporarily suspend or resume your business operations. The quickest way to notify the Department is by visiting floridarevenue.com/taxes/updateaccount.

Submit a new registration (online or paper) when you:

- move your business location from one Florida county to another;
- add another location;
- purchase or acquire an existing business; or
- change the form of ownership of your business.

**Below is your Florida Annual Resale Certificate for Sales Tax.
New dealers who register after mid-October are issued annual resale
certificates that expire on December 31 of the following year.
These certificates are valid immediately.**

DR-11R, R. 10/18



2019 Florida Annual Resale Certificate for Sales Tax

This Certificate Expires on December 31, 2019

DR-13
R. 10/18

Business Name and Location Address

GRACIE G PURDY FOUNDATION INC
610 OSCEOLA RD
BELLEAIR FL 33756-1023

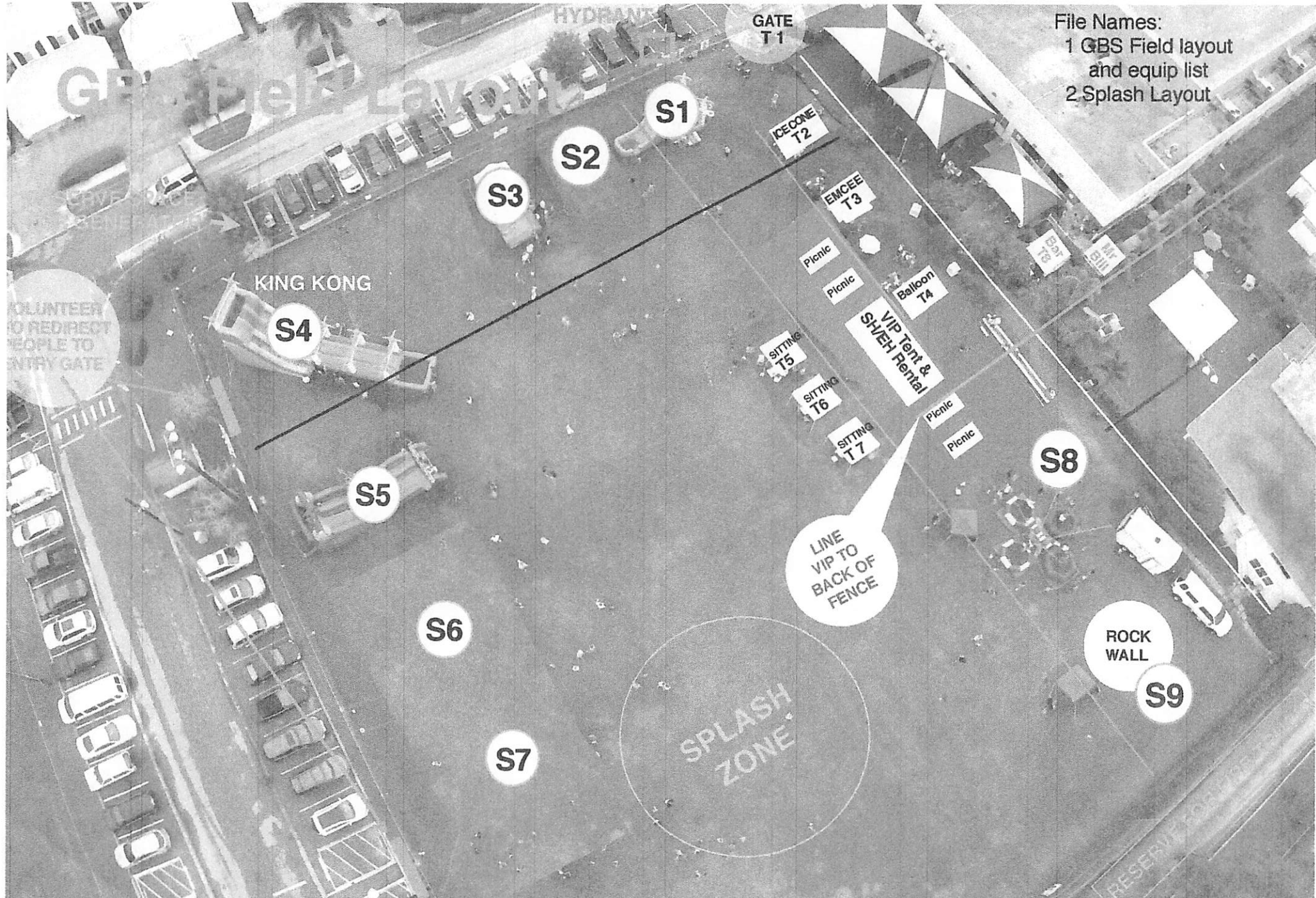
Certificate Number

62-8017842119-9

By extending this certificate or the certificate number to a selling dealer to make eligible purchases of taxable property or services exempt from sales tax and discretionary sales surtax, the person or business named above certifies that the taxable property or services purchased or rented will be resold or re-rented for one or more of the following purposes:

- Resale as tangible personal property.
- Re-rental as tangible personal property.
- Resale of services.
- Re-rental as commercial real property.
- Incorporation into tangible personal property being repaired.
- Re-rental as transient rental property.
- Incorporation as a material, ingredient, or component part of tangible personal property that is being produced for sale by manufacturing, compounding, or processing.

Florida law provides for criminal and civil penalties for fraudulent use of a Florida Annual Resale Certificate.



File Names:
 1 GBS Field layout
 and equip list
 2 Splash Layout

| | | | | | | | |
|---|--------------------------------|--------------------------|--|--------------------|-------------------------|-------------------|-------------------|
| S1 - 6 in 1 Tropical combo bounce house | S3 - ROCKIN RAPIDS | S5 - JAWS | S7 - REC'S SLIP & SLIDE | TENT NEEDS | | | |
| S2 - 16 Ft. Undersea Adventure | S4 - 28' THUNDER BAY | S6 - HALF PIPE | S8 - BUNGEE S9 - ROCKWALL | T1 Gate | T3 Entertainment | T5 Sitting | T7 Sitting |
| | | | | T2 Ice cone | T4 Balloon Guy | T6 Sitting | T8 Bar |