

3 bikes

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: Clearwater for Youth

Address: 1501 N Belcher Suite 236

City: Clearwater State: FL Zip Code: 33765

Phone: 727-793-2696 Email: Kasey@clearwaterforyouth.org

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): Susan Daniels

Role with the Event: Event Director

Address: 1200 7th Ave N

City: St. Petersburg State: FL Zip Code: 33705

Phone: 727-580-1896 Email: Susan.Daniels@baycare.org

Emergency Contact (MUST BE ON-SITE FOR EVENT): Jenna.Manzella@baycare.org

Role with the Event: Event Coordinator

Phone: 813-420-7815 Email: Jenna.Manzella@baycare.org

EVENT OVERVIEW

Event Name: Phil Doganiero 3 Bridge Race Date of Event: 10/26/2019

Start Time: 7:00 am / pm End Time: 11:00 am / pm

Site Address: Coachman Park- 300 Druid, Clearwater, FL 33755

Current Zoning of the Subject Parcel: N/A

Expected # of Attendees: 1500 Expected # of Vehicles (Including Vendors): 7-10

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.

See attached map.
Officer Attended Lane closure on IRR, f Divid + ~~Bellevue~~
Runners Running North in South Bound Lane: (ones + Baricatos)

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: _____ 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: _____ Phone: _____

Vendor: _____ Phone: _____

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

Tables for Water Stations
Handy cans - Peter Hall
Sanitation Services 863-519-5400

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

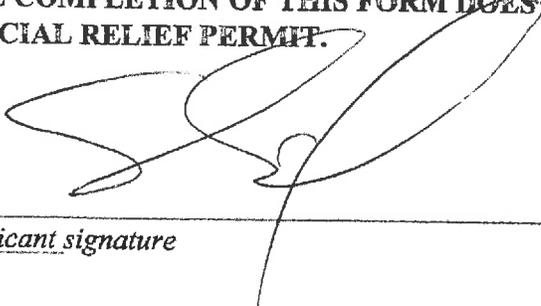
Please mark the categories below for which you are seeking special relief, and attach relevant supporting documents to your application.

- 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 noise limits, explain anticipated noise impacts, including the nature, duration, and location of any amplified sound.
- Road Closures:** If the proposed event will require the temporary closure of any Town roads and/or public spaces, attach a map of these closures and an explanation for their necessity. Attend
Kane
closure
- 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

9.30.2019

Date

END OF APPLICATION



Belleair Police Department

901 Ponce de Leon Boulevard, Belleair, FL 33756
Phone: 727-588-3769 · Fax: 727-588-3786

Application for Police Permit Services

Permit Number: _____

Please print legibly

Permittee (Name): Phil Doganiero 3 Bridge Race _____
 Address: 1501 Belleair Rd _____
 Clearwater, FL 33765 _____

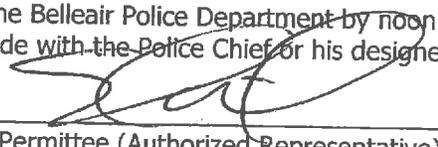
Billing Address: Ssame _____

E-mail Address: Susan.Daniels@baycare.org _____

Contact Person: Susan Daniels for Chief Daniel Slaughter _____
 Contact Number(s): 727-580-1896 _____
 No. of Officers Requested: 12 # per BPD _____
 Service Date(s): 10/26/2019 _____
 Service Time(s): 7:00AM - 11:00AM _____
 Service Location: Map Attached _____
 Assignment Responsibilities: Per CLW PD & BPD _____

I, Susan Daniels, as the permittee or authorized representative of the permittee, hereby acknowledge the attached "Conditions of Permit" and agree that the permittee will abide by, and be subject to, these conditions in all respects if a permit is issued as a result of this application. In addition, the permittee, through its authorized representative, hereby agrees to hold harmless and indemnify the Town of Belleair and its employees from any and all injuries or damages suffered by the permittee or its employees which may be caused by third parties during the term of any permit that is issued as a result of this application.

I acknowledge that payment for services rendered must be received by the Belleair Police Department by noon on the business day prior to the service date, unless other arrangements are made with the Police Chief or his designee.


 Permittee (Authorized Representative)

NO P.D. COST TOWN SPONSORED EVENT. Permit Approval

The above Application for Permit is hereby granted and, together with the attached "Conditions for Permit," is hereby adopted by reference, and is made a part of and constitutes the terms and conditions of this permit.


 Authorized Signature (Police Department)

9/27/19
 Date Approved



Belleair Police Department

901 Ponce de Leon Boulevard, Belleair, FL 33756
Phone: 727-588-3769 · Fax: 727-588-3786

Application for Police Permit Services *Conditions of Permit*

Fee Schedule

All individuals working a permit assignment will receive a minimum of three and one-half (3½) hours pay per assignment. The per hour charges for police permit services will be calculated at the following rate for officers and a flat rate for the Lieutenant and Chief:

Officer: \$45.00 per officer

Lieutenant: \$165

Chief: \$200

The above fee schedule is subject to change with a 14-day advance notice to the permittee. All changes made to the fee schedule will be consistent with, and pursuant to, the current police labor contract(s).

General Requirement

Requests for permit assignments will require seven (7) days' prior notice. Exceptions will be at the discretion of the Chief of Police or his designee.

Payment for services should be made by check or money order made payable to the "Town of Belleair."

Payment for services estimated at three thousand dollars (\$3,000) or more will be made by cashier's check or money order.

Permit Cancellation

The Police Department may cancel a permit at any time with or without cause.

The permittee may cancel a permit by contacting the Police Department 48 hours in advance of the date and time of the permit service. If this 48-hour notice is not given, the permittee will compensate the Department at three and one-half (3½) hours pay for each scheduled individual.

To cancel a permit assignment, the permittee should call the Police Department at 727-588-3769 during normal business hours (Monday – Friday, 8:00 am to 5:00 pm). At any other time, an on-duty Belleair Officer should be contacted through the Sheriff's Communications Center at 727-582-6200.

Status of Law Enforcement Officers Performing Service

Law enforcement officers performing services under the terms of a permit will be deemed to be acting within the scope and course of their official duties; their principal responsibility will remain to the Department and/or the general public.

Staffing Provisions

The Chief of Police or his designee will review all permit assignment applications prior to approval. Staffing needs will be evaluated. If a deficiency appears, the permittee may be required to contract for more officers than originally requested.

During a permit assignment, a police supervisor will have the discretion to release individuals from duty in the event their services are no longer needed. In the absence of a supervisor, the officer will contact the Lieutenant or Chief, who may, at their discretion, release the officer(s). Officers relieved under this provision, who have worked less than one half of the contracted time, will be compensated for the minimum three and one-half hours or half of the contracted time, whichever is greater. Officers who are relieved early but have worked one half or more of the contracted time will be compensated for the entire amount.

Permittee Signature (Authorized Representative)

8/9/2019

Date

STAFF WORKFLOW (FOR TOWN USE ONLY)

Date of Application Submission to the Police Department: 9/30/19

Received By (Initials): OFL MF Approved By (Initials): OFL MF

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

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

12 officers needed

Date of Receipt by Parks and Recreation Department: 9-30-19

Received By (Initials): PA Approved By (Initials): PA

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: 09/30/19

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: 10/1/19

Special Relief Permit is approved*

Special Relief Permit is denied

Assessed Fee: \$500 Due Date for Fee: _____

[Signature]
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.*



Clearwater For Youth's

PHIL DOGANIERO

3 BRIDGE RACE

HALF MARATHON • 5K • KIDS DASH

HALF



5K

