

EVENT CONTACT INFORMATION

Applicant Name: Bridget Starr

Address: 32 Sunset Bay Dr.

City: Belleair

State: FL

Zip Code: 33756

Phone: 917-817-3879

Email: BridgetStarr321@gmail.com

Are you requesting that this event is 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): David Starr

Role with the Event: Co-host

Phone: 917-657-6893

Email: DavidStarr1105@gmail.com

EVENT OVERVIEW

Event Name: Clearwater Marine Aquarium **Event Date:** 10.17.24

Start Time: 6 ☐ am / ☒ pm **End Time:** 8 ☐ am / ☒ pm

Site Address: 32 Sunset Bay Dr. Belleair, FL 33756

Current Zoning of the Subject Parcel: _____

Expected # of Attendees: 75 **Expected # of Vehicles (Including Vendors):** 35

Provide a detailed description of the proposed event in the space 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 existing Code, citing the special relief checkboxes on pages 3 and 4 of this application:

We will be hosting a Parlor Meeting for The Clearwater Marine Aquarium at our home. This event will include approx 75 guests attending for food and beverage, and to hear about the capital campaign in hopes of securing donations. Majority of the event will take place inside the home but guests might venture on balcony, weather permitting.

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

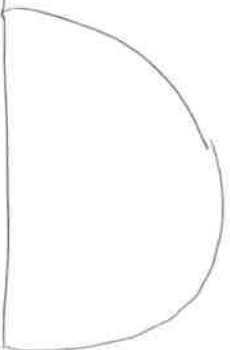
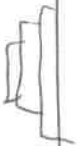
** If yes, provide the name of the vendor, company contact information, and ensure a parking plan is attached.*

Vendor: _____ Phone: _____

Vendor: _____ Phone: _____

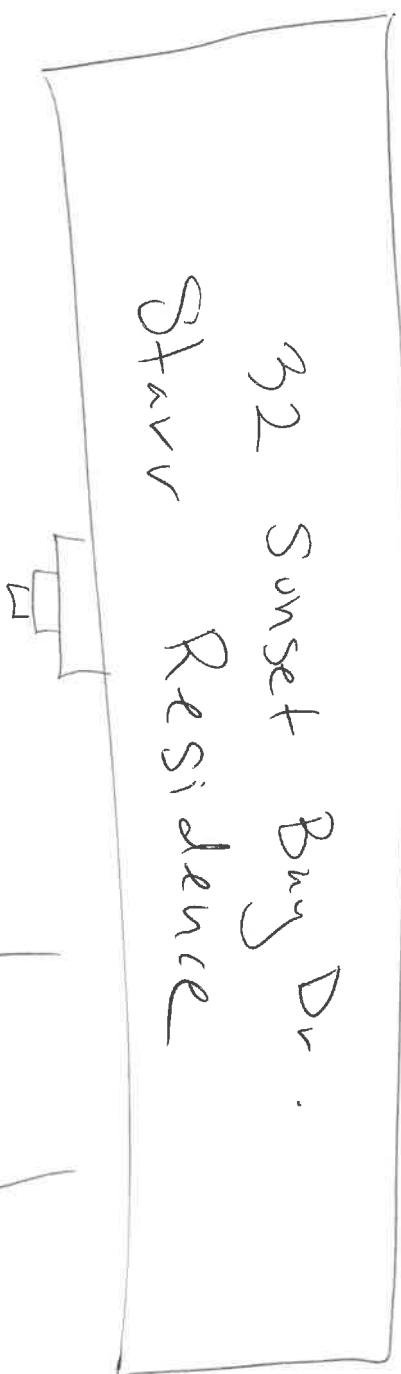
Site Layout

Star Residence (inside)
32 Sunset Bay Dr.



Sunset Bay Dr.

Parking Plan



Sunset Bay Dr.

* Parking Signs to be placed on one side of street to allow flow of traffic to continue. *

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

Stuffed Mushroom
Belleair Market

REQUIRED APPLICATION ATTACHMENTS

Unless exempted by Town staff, 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

Check any sections below that are relevant for your event and attach relevant documentation.

- ☐ **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 Plan (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 closing of Town roads or other public spaces, attach a map of these closures and an explanation for their necessity.
- ☐ **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) in 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 (more than 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.
- ☐ **Other:** _____

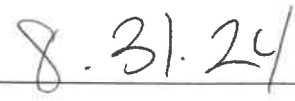
AUTHORIZATION

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 damage to public property that may result from the requested event.

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



Applicant signature



Date

END OF APPLICATION

STAFF WORKFLOW (FOR TOWN USE ONLY)Police Department Representative: Allison Daniels Date: 09/10/24Signature: 

Estimated Department fees: _____

Does the Police Department recommend approval of this permit? ☒ Yes ☐ No

Notes: _____

Public Works Representative: Ryan Wornick Date: 9/9/24Signature: Estimated Department fees: —Does the Public Works Department recommend approval of this permit? ☒ Yes ☐ NoNotes: Will place "No Parking Signs" along South side of
Sunset Bay prior to event.Finance Department Representative: Amy Lockhart Date: 9/10/24Signature: 

		Due Date:	Date of Receipt:
Application Fee:	\$ 50.00	9/9/24	9/9/24
Total Estimated Town Staff Fees:	\$		

Notes: _____

Town Manager: Gay Lancaster Date: 9/10/24

Signature: Gay Lancaster

Does the Town Manager recommend approval of this permit? ☒ Yes ☐ No

Notes: _____

Date of Commission Decision: _____

Special Relief Permit is **APPROVED** ☐ Special Relief Permit is **DENIED** ☐

Notes: _____

Town Manager Signature

Date of approval/denial

FINAL FEES

Final (Actual) Town Staff Fees:	\$
Initial Amount Due:	\$
Difference <input type="checkbox"/> Due or <input type="checkbox"/> Owed	\$

Due Date for Difference Due or Owed: _____ Date of Receipt (If Due): _____

Cheryl Franzese

Town of Belleair,

There is an event my neighbor
is hosting October 17, 2024
@ 32 Sunset Bay Drive, Belleair
from 6:00 - 8:00pm. We
are happy that the Harris
Support community gatherings
and happenings. Of course
we take no issue with this
event.

Cheryl Franzese
33 Sunset Bay Drive
Belleair

727-744-4782

To Whom it May Concern:

I am aware of the Starr's planned party on October 17, 2024 from 6:00-8:00pm, and that they are expecting approximately 75 guests. I have zero objections and write in support of the event. I live at 34 Sunset Bay, 2 doors to the east. Any questions or comments, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'JR' or 'John D. Rich', written over a light blue horizontal line.

John D. Rich

From Claudia Corrallo & Craig Penk

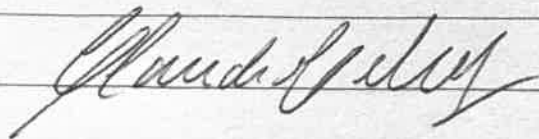
Address: 16 Sunset Bay Dr.
Belleaire, FL 33756

Date: October 1, 2024

To: Whom it May Concern

We, Claudia Corrallo & Craig Penk,
approve the event for The Clearwater
Marine Aquarium. It's to raise
awareness for their new Capital
Campaign, to be held at 32 Sunset Bay Dr.
on October 17, 2024.

Sincerely,



and



Belleair

PH: 727-588-3769

TXN: 253184236635

ATH: 009097

DT: 2024-09-09 08:10:35

ACCT: A011 \$50.00

TOKEN Bridget Starr

SUB-TOTAL: \$50.00

FEE: \$2.00

TOTAL: \$52.00

SIGNATURE

All payments are final