

## **TOWN OF BELLEAIR**

# **MAJOR EVENT 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 (Section 74-34 of Belleair's Code of Ordinances).

Within this section of the code, a carve-out exists for "Major Events" which meet at least one of the following requirements:

- Events that are conducted for more than 72 hours
- Events that have anticipated attendance of more than 1,000 people
- Events that will significantly impact public streets, rights-of-way, and the need for emergency services such as police, fire, or medical aid (any event which involves an open invitation to the public falls within this category)

Consideration of any Major Event Special Relief Permit shall require two public hearings before the Town Commission. To inform the community of the public hearings for this event, the applicant shall ensure a mailer is distributed to all residents living within a minimum of 500 feet of the event site and mailed at least seven (7) days prior to the first hearing. Following approval of this application, changes to the permit (e.g. additional safety measures) may be made at the discretion of the Town Manager.

### **PROCESS TIMELINE**

The Major Event Special Relief Permit process is initiated with the submission of this completed application (and all exhibits) to the Town at least **60 days** before the first public hearing. To prepare for this deadline, a pre-application meeting shall be held for each application, recommended around **90 days** before the first public hearing.

To best prepare an application, applicants are encouraged to make initial contact with the Town approximately **180 days** in advance of the event. Properties may obtain no more than 2 permits per year, unless exempted by the Town Manager. Applications shall be approved/denied (with or without conditions) at the second public hearing.

### **APPLICATION AND PERMIT FEES**

A non-refundable \$1,200 application fee shall be assessed to this applicant, as specified by the Town's Code of Ordinances (Section 74-23). This fee covers the cost of Town staff assisting with the planning, permitting, and communication of the event. The application fee is due with the submission of the application.

In addition to the application fee, applicants for a Major Event Special Relief Permit may incur additional costs relating to the efforts and resources of Town staff during the proposed event. Town staff shall provide an estimation of these costs to the applicant. These fees shall be paid in full prior to the proposed event and will be reconciled, if necessary, following the event. Additional Town staff fees will be assessed at \$25/hour per employee. This includes all departments other than Police. To request Police services, a separate Police Services Contract must be completed in addition to this application.

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).

## REQUIRED APPLICATION EXHIBITS

*Unless exempted by Town staff or presented as optional in the below descriptions, the following exhibits are required as a part of this application. Specific conditions and requirements for these exhibits may be requested for an application to be considered complete.*

### OVERVIEW

- Exhibit A: Event Overview:** Using the form attached to this application, provide an overview of the proposed event and any relevant contact information for it.
- Exhibit B: Executive Summary Letter:** An executive summary letter addressed to the Town Commission that details the event and its intent.
- Exhibit C: Relief Period:** The specific dates and times for which relief is being requested.

### PLANS

- Exhibit D: Master Schedule Plan:** A breakdown of the event's major activities, especially pertaining to the flow of traffic and public attendance.
- Exhibit E: Master Site Plan:** A map at least 8.5 x 11 inches in size that (at minimum) includes the event entrance(s), gathering places, temporary accessory structures, vending locations, sanitary stations, and emergency response holding locations.
- Exhibit F: Sanitary Plan:** If regular on-site restrooms are not sufficient for the event and other accommodations are to be made, provide an explanation of those plans and include their location(s) on the required site layout (*Exhibit E: Master Site Plan*).
- Exhibit G: Traffic Control Plan:** Must be created in coordination with the Belleair Police Department and include any road closure(s) or maintenance of traffic (MOT) adjustment(s), along with any locations to be specified as "No Parking" zones.
- Exhibit H: Parking Control Plan:** Must include the location(s) of any public parking for the event. Must be created in coordination with the Belleair Police Department if public and/or paid parking is to be available within town limits. This plan must also designate space for public safety services access and parking.

N/A

**Exhibit I: Life Safety Plan:** Must be created in coordination with the Belleair Police Department, Largo Fire Rescue, EMS, and any private security vendors.

**Exhibit J: Event Communications Plan:** Must include main points-of-contact for all public and private agencies involved with running or security the event. Must also include means of communication from the event to the public and any communication coordination efforts being conducted alongside the Town of Belleair.

**Exhibit K: Signage Plan:** Must include designs, specifications, and placement dates of any signage to be displayed on public property within the Town of Belleair.

### PERMITS

N/A

**Exhibit L: Building Permits:** All necessary Town of Belleair Building Department Permits, specifically as pertaining to temporary electrical installation and/or fencing - may reference *Exhibit E: Master Site Plan*.

**Exhibit M: Fire Permits:** All necessary permits granted by Largo Fire Rescue, specifically as pertaining to temporary accessory structures, tents, bleachers, and/or grandstands.

**Exhibit N: Film Permits:** All necessary permits provided by the St. Pete Clearwater Film Commission.

### LICENSURE

**Exhibit O: Certificate of Liability Insurance:** The applicant shall maintain commercial general liability (CGL) insurance per the specifications of the Town of Belleair's Insurance Guide VI (for non-profit/charitable organizations) or Insurance Guide VII (for commercial/for-profit organizations). The applicant shall also provide a Certificate of Liability Insurance for the event with the Town of Belleair listed as additionally insured.

N/A

**Exhibit P: Alcohol Licensure:** If requesting to serve alcohol on public property or sell alcohol, attach all necessary alcohol licensure applications, including State Form ABT 6003. This section may be exempted if the alcohol is to be served solely within a fully licensed private premises.

## SPECIAL RELIEF SECTIONS

*Upon submittal of this application, the following sections of Belleair's Code of Ordinances are requested to be waived for the duration of the event, as specified in Exhibit C: Relief Period. The Town Commission reserves the right to attach conditions of issuance as deemed necessary to further the health, safety, comfort, convenience, and welfare of all guests, employees, residents, and vendors, and to protect the Town of Belleair from any undue liability.*

**Chapter 58, Article II, Division II: Commercial and domestic equipment and private passenger motor vehicles:** Equipment and passenger motor vehicles shall be permitted to park on grass or other unpaved surfaces that are clearly identified for such purposes and as approved in *Exhibit E: Master Site Plan* and/or *Exhibit G: Traffic Control Plan*.

**Chapter 74, Article IX: Signs:** Regulations regarding the placement, size, and content of signage used for promotional or informational purposes for the event shall be suspended for the duration of the event (as defined in *Exhibit C: Relief Period*). Such signage shall not obstruct traffic or accessibility, or portray non-becoming or inappropriate content, as determined by the Town Manager. Additional street banner, light pole, and other promotional signage may be approved outside of the time constraints of this ordinance via written approval from the Town Manager to the applicant. See *Exhibit K: Signage Plan* for additional information on proposed event signage.

**Section 38-70: Street sale restrictions; ornamental shrubs:** Merchandising on public property shall be permitted in zones designated in *Exhibit E: Master Site Plan* for the duration of the event (as established in *Exhibit C: Relief Period*). Such merchandising must be provided only by authorized vendors of the event.

**Section 74-484: Public nuisance noises:** The volume and conditions regarding nuisance noises shall be lifted for the duration of the event set forth in *Exhibit C: Relief Period*.

**Section 74-485: Noisy work prohibited during certain hours:** The allowable times for noisy work shall be lifted for the duration of the event, as established in *Exhibit C: Relief Period*.

**Other Code Section:** \_\_\_\_\_

**Other Code Section:** \_\_\_\_\_

*Attach extra sheets, as necessary, for any additional code sections to be considered for relief.*

**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*

John Mortimer

\_\_\_\_\_  
*Applicant Name (Printed)*

11/14/2024

\_\_\_\_\_  
*Date*

**EXHIBIT A: EVENT OVERVIEW**

**EVENT OVERVIEW**

Event Name: Clearwater Marathon & Running Festival  
Site Address: Druid S Rd., Belleview Blvd., Indian Rocks Rd., Woodlawn Ave., Bayview  
Current Zoning of the Subject Parcel: \_\_\_\_\_

**CONTACT INFORMATION**

**Applicant:** John Mortimer / Millennium Running  
Primary Name (**MUST BE ON-SITE FOR EVENT**): John Mortimer  
Role with the Event: Race Director  
Address: 138 Bedford Center Rd.  
City: Bedford State: NH Zip Code: 03110  
Phone: 603-512-1976 Email: jmortimer@millenniumrunning.com

Backup Contact (**MUST BE ON-SITE FOR EVENT**): \_\_\_\_\_  
Role with the Event: Stacy Soliman  
Phone: 813-526-0577 Email: stacykramer6@gmail.com

**Property Owner:** Town of Belleair / public streets  
Property Owner Representative: \_\_\_\_\_  
Role with the Event: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Backup Contact: \_\_\_\_\_  
Role with the Event: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_



Millennium Running  
138 Bedford Center Road  
Bedford, NH 03110  
[www.millenniumrunning.com](http://www.millenniumrunning.com)

November. 14, 2024

Town of Belleair  
c/o: Town Commission  
901 Ponce de Leon Boulevard  
Belleair, FL 33756

Dear Commissioners,

My name is John Mortimer and since 2018, I have had the pleasure of partnering with the Town of Belleair, City of Clearwater, Pinellas County to produce the **Clearwater Marathon & Running Festival**. Please accept this letter as an "executive summary" for the 2025 event which is required as part of the Major Event permitting process within the Town of Belleair.

Scheduled for **Sunday, January 26, 2025**, the Clearwater Marathon & Running Festival will once again provide a one of a kind athletic experience for runners from nearly all 50 states. The epicenter of the event that includes the start/finish, pre and post-race festivities all of occur in Sand Key Park. While 75% of the course is within the City of Clearwater, 3.5 miles of the course run along the coastal sections of the Town of Belleair and is critical for creating the 13.1 mile and 26.2 mile distances. Included in our submission, you will also find specifics related to impact / turn-by-turn timelines, course maps, and police detail locations.

With the assistance of the Belleair Police Department and our course marshals, we will once again expect minimal impact to residents and motorist as the major thoroughways in town remain open. Our communication plan to residents will include mass mailings, social media, signature on event week, and local partnerships to alert the public. Our operations and course management teams remain steadfast to work in complete cooperation with the Belleair Police Department, Clearwater Police Department, Pinellas County Sheriffs and Sunstar to create a safe and meaningful event that mitigates disruption to the public and residents.

We once again look forward to producing a first class and safe event that has not only provides an unapparelled athletic experience but raised tens of thousands of dollars annually for our charities.

Respectfully,

John Mortimer  
Clearwater Marathon Race Director

**All Day Running Co. Clearwater Marathon & Running Festival  
Sun, January 26, 2025**

**Police Detail and EMS Detail Posts / Timelines**

Post:	Department	Post Details:	Street:	Cross Street:	Pass 1:	First Runner:	Last Runner:	Pass 2:	First Runner:	Last Runner:	Pass 3:	First Runner:	Last Runner:
1	Clearwater	Officer (Command)	Sand Key Park	Finishline	0	7:00 AM	7:06 AM						
<b>MED 1</b>	SunStar	Finish Medical	Sand Key Park	Finishline	0	7:00 AM	7:06 AM				26.2	9:20:00 AM	1:33:01 PM
2	Clearwater	3 Officers / 2 Cruisers	Gulf Boulevard	Sand Key Park	0.23	7:01 AM	7:11 AM	12.9	8:14 AM	10:18 AM	26	9:18:56 AM	1:33:01 PM
3	Clearwater	Officer	Gulf Boulevard	S. Gulfview Boulevard	1.1	7:06 AM	7:31 AM	13.7	8:19 AM	10:29 AM			
4	Clearwater	Officer	Gulf Boulevard	Bayway Boulevard	1.11	7:06 AM	7:31 AM	14.2	8:22 AM	10:37 AM			
5	Clearwater	Officer / Cruiser	S. Gulfview Boulevard	Bayway Boulevard	1.44	7:07 AM	7:38 AM	14.5	8:24 AM	10:41 AM			
6	Clearwater	Officer / Cruiser	S. Gulfview Boulevard	S. Hamden Drive	1.53	7:08 AM	7:40 AM	14.6	8:24 AM	10:43 AM			
7	Clearwater	Officer / Cruiser	S. Hamden Drive	Bayside Drive	1.65	7:09 AM	7:43 AM	14.7	8:25 AM	10:44 AM			
8	Clearwater	Officer / Cruiser	S. Hamden Drive	Brightwater Drive	1.76	7:09 AM	7:46 AM	14.8	8:25 AM	10:46 AM			
9	Clearwater	Officer / Cruiser	S. Hamden Drive	Devon Drive	1.95	7:10 AM	7:50 AM	14.85	8:26 AM	10:47 AM			
10	Clearwater	Officer / Cruiser	Coronado Drive	Devon Drive	2	7:11 AM	7:51 AM	15	8:27 AM	10:49 AM			
11	Clearwater	Officer / Cruiser	Coronado Drive	S. Gulfview Boulevard	2.1	7:11 AM	7:53 AM	15.1	8:27 AM	10:50 AM			
<b>MED 2</b>	SunStar	Course Medical - Kabota	Causeway Boulevard	Marina Parking Lot	2.1	7:11 AM	7:53 AM	15.1	8:27 AM	10:50 AM			
12	Clearwater	Officer	Bay Avenue	Rogers Street	4.23	7:23 AM	8:42 AM	17.25	8:40 AM	11:22 AM			
13	Clearwater	Officer	Orange Ave	Turner Street	4.29	7:23 AM	8:43 AM	17.3	8:40 AM	11:23 AM			
14	Clearwater	Officer	Orange Ave	Pine Street	4.38	7:24 AM	8:45 AM	17.4	8:40 AM	11:25 AM			
15	Clearwater	Officer / Cruiser	Druid Road W	Bay Avenue	4.45	7:24 AM	8:47 AM	17.5	8:41 AM	11:26 AM			
16	Clearwater	Officer	Druid Road S	Jasmine Way	4.6	7:25 AM	8:50 AM	17.6	8:42 AM	11:27 AM			
17	Clearwater	Officer	Druid Road S	Magnolia Drive	4.66	7:25 AM	8:51 AM	17.7	8:42 AM	11:29 AM			
18	Clearwater	Officer	Druid Road S	Lotus Path	4.73	7:26 AM	8:53 AM	17.75	8:42 AM	11:30 AM			
19	Clearwater	Officer	Druid Road S	Jeffords Street	4.79	7:26 AM	8:54 AM	17.8	8:43 AM	11:30 AM			
20	Belleair	Officer / Cruiser	Druid Road S	Bellevue Boulevard	5.43	7:29 AM	9:09 AM	18.5	8:47 AM	11:41 AM			
21	Belleair	Officer	Bellevue Boulevard	Indian Rock Road	5.56	7:30 AM	9:12 AM	18.6	8:47 AM	11:42 AM			
<b>MED 3</b>	SunStar	Course Medical - Kabota * then relocate to Pinellas Trail	Indian Rock Road	Woodlawn Dr.	5.56	7:30 AM	9:12 AM	18.6	8:47 AM	11:42 AM			
22	Belleair	Officer / Cruiser	Indian Rock Road	Bayview Drive	6	7:33 AM	9:22 AM	19	8:50 AM	11:48 AM			
23	Belleair	Officer / Cruiser	Ponce De Leon Boulevard	Manatee Road	7.27	7:39 AM	9:51 AM	20.3	8:57 AM	12:08 PM			
24	Belleair	Officer / Cruiser	Ponce De Leon Boulevard	Magnolia Road	7.4	7:40 AM	9:54 AM	20.4	8:58 AM	12:09 PM			
25	Belleair	Officer / Cruiser	Rosery Road	Magnolia Road	7.46	7:41 AM	9:55 AM	20.5	8:58 AM	12:11 PM			
26	Belleair	Officer / Cruiser	Rosery Road	Eagles Nest Drive	7.79	7:42 AM	10:03 AM	20.8	9:00 AM	12:15 PM			
27	Belleair	Officer	Eagles Nest Drive	N. Pine Circle	7.9	7:43 AM	10:05 AM	20.9	9:01 AM	12:17 PM			
28	Belleair	Officer	Eagles Nest Drive	S. Pine Circle	7.96	7:43 AM	10:07 AM	21	9:01 AM	12:18 PM			
29	Belleair	Officer / Cruiser	Bluff View Drive	Winston Dr.	8.17	7:44 AM	10:11 AM	21.2	9:03 AM	12:21 PM			
30	Belleair	Officer	Bluff View Drive	Sunset Bay Drive	8.23	7:45 AM	10:13 AM	21.3	9:03 AM	12:23 PM			
31	Pinellas	Officer / Cruiser	Bluff View Drive	W. Bay Drive	8.72	7:47 AM	10:24 AM	21.8	9:06 AM	12:30 PM			
32	Pinellas	Officer / Cruiser	S. Belleair Causeway	Belleair Causeway Boat Ramp	9	7:49 AM	10:30 AM	22	9:07 AM	12:33 PM			
<b>MED 4</b>	SunStar	Course Medical - Ambulance	S. Belleair Causeway	Belleair Causeway Boat Ramp	9	7:49 AM	10:30 AM	22	9:07 AM	12:33 PM			
33	Pinellas	Officer / Cruiser	Gulf Boulevard	Belleair Causeway	10.1	7:55 AM	10:55 AM	23.1	9:14 AM	12:49 PM			
34	Pinellas	1 Officer (Mobile)	Gulf Boulevard	Belle Isle Avenue	11.1	8:01 AM	11:18 AM	24.1	9:19 AM	1:04 PM			
35	Pinellas	1 Officer (Mobile)	Gulf Boulevard		12.5	8:08 AM	11:50 AM	25.5	9:27 AM	1:25 PM			
36	Belleair	Officer (Temp. Stop Sign)	Indian Rock Road	Woodlawn Drive	18.8	8:57 AM	11:01 AM	23.17	9:24 AM	11:56 AM			
37	Pinellas	Officer / Cruiser	Pinellas Trail	Ponce De Leon Boulevard	19.4	9:00 AM	11:09 AM	22.6	9:20 AM	11:49 AM			
38	Pinellas	Officer	Pinellas Trail	Poinsettia Road/Rosery Road NW	19.9	9:04 AM	11:15 AM	22	9:17 AM	11:41 AM			
<b>MED 3</b>	SunStar	Course Medical - Kabota	Pinellas Trail	Poinsettia Road/Rosery Road NW	19.9	9:04 AM	11:15 AM	22	9:17 AM	11:41 AM			
39	Pinellas	Officer	Pinellas Trail	Mehlenbacher Road/8th Ave NW	20.2	9:05 AM	11:19 AM	21.8	9:15 AM	11:39 AM			



ALL DAY RUNNING CO.  
**Clearwater**  
**MARATHON**  
**RUNNING FESTIVAL**

**13.1**

**26.2**

**50K**



**COURSE MAP**

- MILE MARKERS
- ULTRA MILE MARKERS
- ULTRA ONLY
- AID STATION
- MEDICAL
- POST-RACE FOOD
- RELAY EXCHANGE

Marathon Mile	Ultra Mile	Directions:	Info:	Ultra First Runner:	Ultra Last Runner:
0.00	0.00	START in Sand Key Park Parking Lot	Located approximately in line with path to beach in the south western parking lot	7:00:00 AM	7:03:00 AM
0.02	0.02	LEFT out of parking lot		7:00:09 AM	7:03:15 AM
0.08	0.08	RIGHT onto Sand Key Park Road	Runners to run in the SOUTHBOUND lane	7:00:35 AM	7:04:00 AM
0.10	0.10	RIGHT to stay on Sand Key Park Road towards exit of park	Runners to run in the SOUTHBOUND lane	7:00:43 AM	7:04:15 AM
0.19	0.19	LEFT onto Gulf Boulevard	Runners to cross Gulf Boulevard and run on the sidewalk	7:00:43 AM	7:04:15 AM
1.00	1.00	CONTINUE across S. Gulfview Boulevard / Gulfway Drive	Runners to continue towards Bayway Boulevard	7:07:14 AM	7:15:32 AM
1.10	1.10	LEFT onto Bayway Boulevard	Runners to turn left onto Bayway Boulevard	7:07:57 AM	7:16:48 AM
1.39	1.39	RIGHT onto S. Gulfview Boulevard	Runner to turn RIGHT into Right hand Northbound Lane	7:10:03 AM	7:20:26 AM
1.48	1.48	RIGHT onto S. Hamden Drive	Runners to turn right onto S. Hamden Drive into Runner Lane	7:10:42 AM	7:21:34 AM
1.54	1.54	Continue onto Devon Drive	Runners to continue onto Devon Drive	7:11:08 AM	7:22:19 AM
1.98	1.98	RIGHT onto Coronado Drive	Runner to turn RIGHT into Right hand Northbound Lane Get on Sidewalk at Marina Parking Lot	7:14:19 AM	7:27:50 AM
2.10	2.10	RIGHT onto Causeway Boulevard (Rail Trail)	Runners will be running on the Rail Trail	7:15:12 AM	7:29:20 AM
4.17	4.17	RIGHT onto Oak Avenue	Full Lane closure	7:30:10 AM	7:55:18 AM
4.20	4.20	RIGHT onto Rogers Street	WB Lane closure	7:30:23 AM	7:55:40 AM
4.30	4.30	LEFT onto Orange Street	SB Lane closure	7:31:07 AM	7:56:55 AM
4.51	4.51	RIGHT onto Druid Road	SB Lane closure	7:32:38 AM	7:59:33 AM
5.43	5.43	LEFT onto Belleview Boulevard	EB Lane closure	7:39:17 AM	8:11:06 AM
5.54	5.54	RIGHT onto Indian Rocks Road	SB Lane closure	7:40:05 AM	8:12:28 AM
6.00	6.00	RIGHT onto Bayview Drive	EB/SB Lane closure	7:43:25 AM	8:18:14 AM
7.11	7.11	LEFT onto Manatee Road	EB Lane closure	7:51:26 AM	8:32:10 AM
7.28	7.28	RIGHT onto Ponce De Leon Boulevard	Runner Lane	7:52:40 AM	8:34:18 AM
7.41	7.41	RIGHT onto Magnolia Road	Runner Lane	7:53:37 AM	8:35:55 AM
7.47	7.47	RIGHT onto Rosery Road	Runner Lane	7:54:03 AM	8:36:41 AM
7.80	7.80	LEFT onto Eagles Nest Drive	Runner Lane	7:56:26 AM	8:40:49 AM
7.97	7.97	RIGHT onto S. Pine Circle	Runner Lane	7:57:40 AM	8:42:57 AM
8.17	8.17	STRAIGHT onto Bluff View Drive	Runner Lane	7:59:06 AM	8:45:27 AM

Marathon Mile	Ultra Mile	Directions:	Info:	Ultra First Runner:	Ultra Last Runner:
8.74	8.74	RIGHT onto W. Bay Drive	Sidewalk + Bike Lane	8:03:14 AM	8:52:36 AM
10.00	10.00	RIGHT onto Gulf Boulevard	Runner Lane on East Side of Northbound Lane	8:12:21 AM	9:08:24 AM
12.90	12.90	STRAIGHT on Gulf Boulevard	Runners to get on sidewalk at Sand Key Park to begin Lap 2	8:33:20 AM	9:44:46 AM
13.80	13.80	RIGHT onto S. Gulfway Drive	Runners to turn RIGHT into Runner Lane on S. Bayway Boulevard	8:39:50 AM	9:56:03 AM
14.00	14.00	CONTINUE onto Bayway Boulevard	Runners to continue onto Bayway Boulevard	8:41:17 AM	9:58:34 AM
14.50	14.50	RIGHT onto S. Gulfview Boulevard	Runner to turn RIGHT into Right hand Northbound Lane	8:44:54 AM	10:04:50 AM
14.60	14.60	RIGHT onto S. Hamden Drive	Runners to turn right onto S. Hamden Drive into Runner Lane	8:45:38 AM	10:06:05 AM
14.64	14.64	Continue onto Devon Drive	Runners to continue onto Devon Drive	8:45:55 AM	10:06:35 AM
15.00	15.00	RIGHT onto Coronado Drive	Runner to turn RIGHT into Right hand Northbound Lane Get on Sidewalk at Marina Parking Lot	8:48:31 AM	10:11:06 AM
15.20	15.20	RIGHT onto Causeway Boulevard (Rail Trail)	Runners will be running on the Rail Trail	8:49:58 AM	10:13:37 AM
17.30	17.30	RIGHT onto Oak Avenue	Full Lane closure	9:05:10 AM	10:39:57 AM
17.40	17.40	RIGHT onto Rogers Street	WB Lane closure	9:05:53 AM	10:41:12 AM
17.50	17.50	LEFT onto Orange Street	SB Lane closure	9:06:36 AM	10:42:27 AM
18.50	18.50	RIGHT onto Druid Road	SB Lane closure	9:13:51 AM	10:55:00 AM
18.57	18.57	LEFT onto Belleview Boulevard	EB Lane closure	9:14:21 AM	10:55:52 AM
	18.60	LEFT onto Woodlawn Ave	Sidewalk	9:14:34 AM	10:56:15 AM
	19.90	RIGHT onto Pinellas Trail		9:23:58 AM	11:12:33 AM
	19.40	CROSS Ponce De Leon Blvd	Street Crossing	9:20:21 AM	11:06:17 AM
	20.00	CROSS Rosery Rd NW/Poinsettia Rd	Street Crossing	9:24:42 AM	11:13:48 AM
	20.20	CROSS 8th Ave NW	Street Crossing	9:26:08 AM	11:16:19 AM
	20.70	CROSS W. Bay Drive	Bridge over Street	9:29:46 AM	11:22:35 AM
	21.10	U-Turn on Pinellas Trail		9:32:39 AM	11:27:36 AM
	21.50	CROSS W. Bay Drive	Bridge over Street	9:35:33 AM	11:32:37 AM
	22.00	CROSS 8th Ave NW	Street Crossing	9:39:10 AM	11:38:53 AM
	22.30	CROSS Rosery Rd NW/Poinsettia Rd	Street Crossing	9:41:20 AM	11:42:39 AM

Marathon Mile	Ultra Mile	Directions:	Info:	Ultra First Runner:	Ultra Last Runner:
	22.80	CROSS Ponce De Leon Blvd	Street Crossing	9:44:57 AM	11:48:55 AM
	23.40	LEFT onto Woodlawn Ave	Sidewalk	9:49:18 AM	11:56:26 AM
	23.60	LEFT onto Indian Rocks Road	Runner Lane	9:50:44 AM	11:58:57 AM
		RIGHT onto Indian Rocks Road	SB Lane closure		
	24.00	RIGHT onto Bayview Drive	EB/SB Lane closure	9:53:38 AM	12:03:58 PM
	25.00	LEFT onto Manatee Road	EB Lane closure	10:00:52 AM	12:16:30 PM
	25.30	RIGHT onto Ponce De Leon Boulevard	Runner Lane	10:03:02 AM	12:20:16 PM
	25.40	RIGHT onto Magnolia Road	Runner Lane	10:03:46 AM	12:21:31 PM
	25.50	RIGHT onto Rosery Road	Runner Lane	10:04:29 AM	12:22:46 PM
	25.80	LEFT onto Eagles Nest Drive	Runner Lane	10:06:39 AM	12:26:32 PM
	26.00	RIGHT onto S. Pine Circle	Runner Lane	10:08:06 AM	12:29:03 PM
	26.10	STRAIGHT onto Bluff View Drive	Runner Lane	10:08:50 AM	12:30:18 PM
	26.70	RIGHT onto W. Bay Drive	Sidewalk + Bike Lane	10:13:10 AM	12:37:49 PM
	28.00	RIGHT onto Gulf Boulevard	Runner Lane on East Side of Northbound Lane	10:22:34 AM	12:54:08 PM
	30.80	LEFT to CROSS Gulf Boulevard at Crosswalk prior to Sand Key Park	Runner Lane on West Side of Southbound Lane	10:42:50 AM	1:29:14 PM
	30.90	LEFT into Sand Key Park	Runner Lane	10:43:33 AM	1:30:30 PM
	30.94	LEFT onto Sand Key Park Road	Runner Lane	10:43:51 AM	1:31:00 PM
	31.04	LEFT into Sand Key Park Parking Lot Exit Lane		10:44:34 AM	1:32:15 PM
	31.10	FINISH in Sand Key Park	Located approximately in line with path to beach in the south western parking lot	10:45:00 AM	1:33:00 PM



Millennium Running  
138 Bedford Center Road  
Bedford, NH 03110  
[www.millenniumrunning.com](http://www.millenniumrunning.com)

November 18, 2024

Town of Belleair  
c/o: Amanda Oreskovich  
Public Relations Coordinator  
901 Ponce de Leon Boulevard  
Belleair, FL 33756

Dear Amanda,

Please accept this letter that summarizes the Communication Plan, Signage Plan, and Resident Communication for the **Clearwater Marathon & Running Festival** scheduled for **Sunday, January 26, 2025**.

**Communications plan:** In coordination with the Pinellas County Sheriffs, Belleair Police, Sunstar EMS and the City of Clearwater, the Clearwater Police will be providing their "Command Bus" located at the race's Start/Finish at Sand Key Park. The Command Bus will serve as the central communication with the event director, John Mortimer via radio (cell 603-512-1976) and the operations team from Millennium Running, medical and police detail from all the respective municipalities to ensure safety of the event. Participant tracking (bib number tracking with timing devices) is provided by Millennium Running and available via their website on event day. All course marshals have direct communications and cell numbers to Millennium Running operations staff, that will then coordinate through the Command Bus.

**Signage plan:** Resident notifications in the form of lawn signs will be placed at intersections along the course on Thursday prior to the race day. Electronic message boards will be provided by Belleair Bluffs and City of Clearwater. These notification signs warn residents of any possible delays during the race on Sunday. On race day morning, all course directional signs for vehicles and/or runners (no left turn signs, no right turn signs, cones, etc.) are deployed starting at 5AM and all infrastructure/signs are removed by our sweep truck following the last participant to pass by the respective locations/signs).

**Mailer to impacted residents:** Per requirement of the Town Commission, notification post cards will be sent at least approx. 1 week before the first Commission hearing (Tuesday, December 10).

Please let me know if you have any questions or concerns!

Respectfully,

John Mortimer  
Clearwater Marathon Race Director

**STAFF WORKFLOW (FOR TOWN USE ONLY)**

Date of Pre-Application Meeting: 11/26/24 10:00am

Police Department Representative: Allison K. Daniels Date: 11/19/24

Signature: 

Estimated Department Fees: To Be Determined

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

Notes: \_\_\_\_\_  
\_\_\_\_\_

Public Works Representative: Ryan Womack Date: 11/21/24

Signature: 

Estimated Department Fees: 0

Does the Public Works Department recommend approval of this permit?  Yes  No

Notes: Nothing required from Public Works.  
\_\_\_\_\_

Solid Waste Representative: Ryan Womack Date: 11/21/24

Signature: 

Estimated Department Fees: 0

Does the Solid Waste Department recommend approval of this permit?  Yes  No

Notes: Nothing required from Solid Waste.  
\_\_\_\_\_

Recreation Department Representative: Kelly Flowers Bonetas Date: 11/21/24

Signature: Kelly Flowers Bonetas  
Estimated Department Fees: \_\_\_\_\_

Does the Recreation Department recommend approval of this permit?  Yes  No

Notes: Nothing required from Recreation.

Building Department Representative: Ashley Bernal Date: 11/21/24

Signature: Ashley Bernal  
Estimated Department Fees: \_\_\_\_\_

Does the Building Department recommend approval of this permit?  Yes  No

Notes: no permits req'd

Finance Department Representative: Michelle Mires Date: 11-19-24

Signature: Michelle Mires

		Due Date:	Date of Receipt:
Fixed Application Fee:	\$ 1,200.00	11/19/24	11/19/24
Total Estimated Town Staff Fees:	\$ 5,947.50	1/14/25	

Notes: Staff fees TBD before second hearing  
↓ quote and invoice sent on 12/3/24  
for \$5,947.50 in Police Service fees.

Town Manager: Gay Lancaster Date: 11/21/24

Signature: Gay Lancaster

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

Notes: \_\_\_\_\_  
\_\_\_\_\_

Date of 1st Public Hearing: 12/10/24 Date of 2nd Public Hearing: 1/14/25

Major Special Relief Permit is **APPROVED**  Major 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): \_\_\_\_\_





# 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):

John Mortimer / Millennium Running (dba: Clearwater Marathon & Running Festival)

Address:

138 Bedford Center Rd.,

Billing Address:

Bedford, NH 03110

E-mail Address:

jmortimer@millenniumrunning.com

Contact Person:

John Mortimer

Contact Number(s):

603-512-1976

No. of Supervisors Required: As required by Belleair PD

No. of Officers Required: As required by Belleair PD

No. of Civilians Required: As required by Belleair PD

Service Date(s): Sunday, Jan. 26, 2024

Service Time(s): 7am-1pm

Service Location: Various locations along course

Assignment Responsibilities: Traffic control, runners safety along course

I, John Mortimer, 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)

## 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)

\_\_\_\_\_  
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 on a permit assignment will receive a minimum of four (4) hours pay per assignment. The charges for Police services will be calculated at the following rates:

**Officer:** \$65.00 per officer per hour      **Supervisor:** \$85.00 per hour      **Civilian Staff:** \$50.00 per hour

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.

A Supervisor is required for details of more than five officers, or details where it is deemed necessary for safety.

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 (3 1/2) 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 with 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 a Commander 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)

Nov. 19, 2024  
\_\_\_\_\_  
Date

## Clearwater Running Festival Police Services Quote 2025

1 supervisor - \$85/hr @ 6.5 hrs = \$552.50

1 Civilian - \$50/hr @ 6.5 hrs = \$325

12 Officers - \$65/hr @ 6.5 = \$5,070

Total: \$5,947.50 assuming everyone is cleared to break by 1300 hours

I will also need a MINIMUM of 13 Volunteers. These volunteers are necessary at critical posts I would normally place an officer, however, to save money and resources I can utilize volunteers to hold vehicle traffic while runner's pass.

The following intersections are where I will need those volunteers:

1. Woodlawn Ave/Orange Ave
2. Willadel Dr North
3. Willadel Dr South
4. Ambleside Rd
5. Corbett St
6. Coe Rd
7. Flamingo Dr
8. Belleview Blvd/IRR with an officer
9. Fairview Rd/Woodlawn Ave
10. Bayview Dr/Manatee Rd
11. Eastwood Ln
12. Westwood Ln
13. Rosery Ln.

I will need signage for every other street in town indicating which direction to go. The volunteers will be at all intersections where the race path intersects.

Also, we will need a stop sign for the Officer who will stop traffic at Woodlawn Ave.



# INVOICE

## Town of Belleair

901 Ponce de Leon Boulevard  
Belleair, FL 33756  
(727) 588-3769

Date: 12/3/24
Invoice #: 486
Due Date: 1/14/25

### BILL TO:

**Millennium Running**  
138 Bedford Center Rd.  
Bedford, NH 03110

DESCRIPTION	AMOUNT
2025 Clearwater Marathon and Running Festival – Belleair Police Service Fees	\$5,947.50
<b>TOTAL:</b>	<b>\$5,947.50</b>

*Payment may be mailed or made in-person at Town Hall (901 Ponce de Leon Boulevard). Payments should be made payable to the **Town of Belleair**.*