

TAB 3

**CITY OF PALMETTO
SPECIAL FUNCTION PERMITS**

Sec. 19-171. Established

There is hereby established a special function permit for the temporary use of city owned property or facilities.

Sec. 19-172. Limits of permit.

A special function permit shall be granted, upon property application and payment of established fees, for the limited purposes set forth in such application, or as modified in the permit.

Sec. 19-173. Uses requiring a special function permit.

A special function permit shall be required for all activities which take place on city property where the number of people reasonably expected to attend will be fifty (50) or greater; all activities which require the closing or other disruption of city streets or sidewalks and all promotional or sales activities on city property. Temporary uses requiring a special function permit shall include, but are not limited to: Promotional or sales activities, sporting events, sidewalk sales or bazaars, rummage sales, flea markets, Christmas tree sales, holiday events, charitable and other fund raising events, parades, plant sales, grand openings, art shows, fairs, festivals, filming productions and all other similar functions of a temporary nature.

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Sec. 19-174. Application.

Application for special function permits shall be made available through the office of the city clerk during normal business hours. To the extent practicable, a completed application for a permit shall be filed with the city clerk at least thirty (30) calendar days prior to the planned event.

Sec. 19-175. Review and approval of application.

Upon filing of the application for a permit, the city clerk shall route the application to all department heads for review and sign-off and then present the application to the city council for approval. A majority vote of council is required to approve the application.

Sec. 19-176. Approval if council unable to vote.

In the event the council is unable to vote on an application prior to the date of the event, the city clerk, with the approval of the mayor, shall approve or disapprove the application and report such action to the council without delay.

Sec. 19-177. Fee and security deposit required.

A fee and security deposit shall be required for use of city property or facilities pursuant to a special function permit. The required fee and security deposit amounts shall be established, and amended from time to time, by resolution of the city commission. The city commission shall have the authority to require an additional security deposit for a particular activity or function where it finds that doing so is in the best interest of the public health, safety or welfare.

Sec. 19-178. Alcoholic beverages at event for which permit has been issued.

The sale or consumption of alcoholic beverages on city property by any person sponsoring or attending an event for which a special function permit has been issued is prohibited.

Sec. 19-179. General liability insurance to be procured.

Unless waived or reduced by the City Commission because of the minimal risk of liability for the City, a policy of general liability insurance shall be procured by the sponsoring organization, which shall insure the city, its officers, employees and agents from liability arising out of the event for which the permit is issued. Evidence of such insurance shall be a condition of issuance of a permit. The required amount of such insurance shall be established by the City Commission by resolution. Additionally, the sponsoring organization shall indemnify and hold harmless, the City, its officers, employees and agents from any and all liability arising from such event,

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Sec. 19-180. City facility rentals.

The city permits individuals and organizations to rent certain city property and facilities for exclusive use pursuant to established policies and procedures. Where exclusive use of specific city property or facilities is permitted under an approved city facility rental agreement, a special function permit shall not be required if the number of people reasonably expected to use the property or facility is estimated to be less than fifty (50).