

**TAB 2**



# City of Palmetto Agenda Item

**Meeting Date**

6/20/11

**Presenter:** Jim Freeman

**Department:** City Clerk

**Title:**  
**SPECIAL FUNCTION PERMIT APPLICATIONS**

Special Function Permits are required for the use of city property or the closure of city streets.

Palmetto Bed & Breakfast is requesting the closure of riverside Dr. from 11<sup>th</sup> Ave. to 12<sup>th</sup> Ave. for weddings that are scheduled through December, 2011. The request is for the purpose of ensuring that automobiles will not interfere with wedding photos, not for the use of the street by wedding guests.

Palmetto Historical Park is hosting the Highwaymen Artsts who will be exhibiting and selling their work.

**Budgeted Amount:** \$0.00    **Budget Page No(s):**    **Available Amount:** \$0.00    **Expenditure Amount:** \$0.00

**Additional Budgetary Information:**

**Funding Source(s):**    **Sufficient Funds Available:**  Yes  No    **Budget Amendment Required:**  Yes  No    **Source:**

**City Attorney Reviewed:**  Yes  No  N/A    **Advisory Board Recommendation:**  For  Against  N/A    **Consistent With:**  Yes  No  N/A

**Potential Motion/ Direction Requested:**  
Motion to approve the Special Function Permits listed on the Consent Agenda, contingent upon the receipt of appropriate insurance policies..

**Staff Contact:** Jim Freeman

**Attachments:** Special Function Permit applications



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B+B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wm Lippens

EVENT DATE: Sat. Sept 3<sup>rd</sup> 11  
EVENT TIME: 05.00 - 08.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 250 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Sept. 3<sup>rd</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk [Signature]  
Public Works Director [Signature]  
Police Department Lt. Scott O. Tyler  
North River Fire \_\_\_\_\_

Date 6/8/11  
Date 6/8/11  
Date \_\_\_\_\_  
Date \_\_\_\_\_  
Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

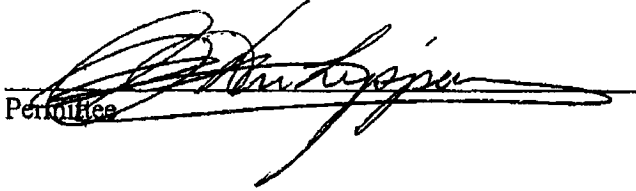
Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Sept. 3<sup>rd</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

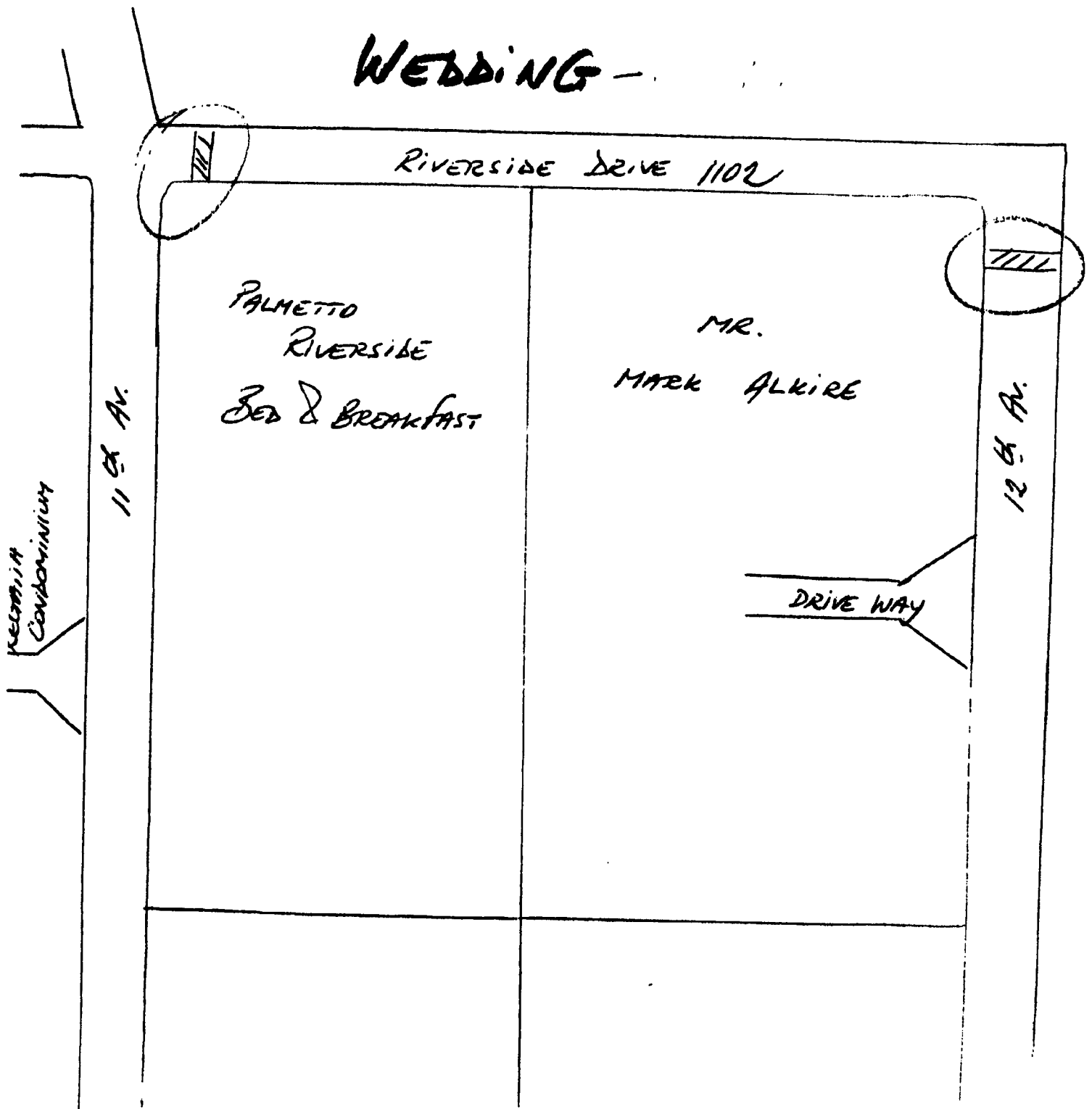
CITY APPROVAL:

City Clerk	_____	Date	_____
Public Works Director	_____	Date	_____
Police Department	<u>At. Keith O. Tyl</u>	Date	_____
North River Fire	<u>[Signature]</u>	Date	<u>6/8/11</u>
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

# ROAD BLOCK

# WEDDING -



MAP APPLICABLE TO ALL EVENTS



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside 34B  
ADDRESS: 1102 Riverside Ave  
CONTACT: Wim Lippens

EVENT DATE: Sat. Sept. 10<sup>th</sup> '11  
EVENT TIME: 04.00 - 06.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 140 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

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Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Sept. 10<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk

[Signature]

Date 6/8/11

Public Works Director

[Signature]

Date 6/8/11

Police Department

[Signature]

Date \_\_\_\_\_

North River Fire

\_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

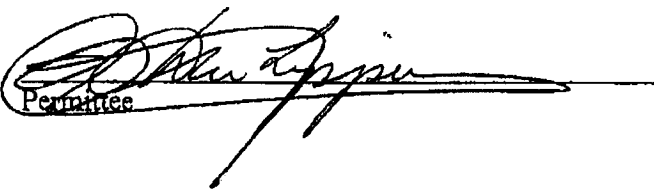


Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Sept. 16<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

CITY APPROVAL:

City Clerk	_____	Date	_____
Public Works Director	_____	Date	_____
Police Department	<u>Det. O. T. L.</u>	Date	_____
North River Fire	<u>[Signature]</u>	Date	<u>6/8/11</u>
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

SIMPSON



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B&B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Winn Dippers

EVENT DATE: Sept. Oct - 1<sup>st</sup> 2011  
EVENT TIME: 04.00 - 06.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 150 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

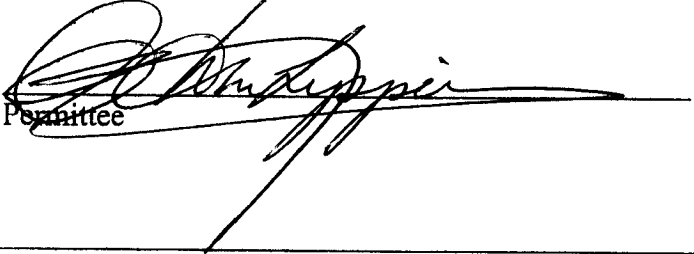
If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

**Special Function Permit Application**  
**Page 2**


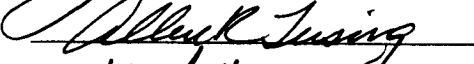
EVENT: Wedding

Event Date: Sat. Oct 15 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

**CITY APPROVAL:**

City Clerk	<u></u>	Date <u>6/8/11</u>
Public Works Director	<u></u>	Date <u>6/18/11</u>
Police Department	<u>Lt. Scott D. T. [Signature]</u>	Date _____
North River Fire	_____	Date _____
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Oct 1<sup>st</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	<u>Lt. Scott D. Ty</u>	Date _____
North River Fire	<u>[Signature]</u>	Date <u>6/8/11</u>
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Spilos



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B&B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wim Lippens

EVENT DATE: Sund. Oct. 9th 2011  
EVENT TIME: 04.00 - 07.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 120 guests

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

**Special Function Permit Application**  
**Page 2**

EVENT: Wedding

Event Date: Wed Oct 9<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk

[Signature]

Date 6/8/11

Public Works Director

[Signature]

Date 6/8/11

Police Department

Lt. Scott D. Tyler

Date \_\_\_\_\_

North River Fire

\_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only Date Received: _____ By: _____
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Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Wed Oct 9th 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	<u>Lt. Scott D. Tyler</u> _____	Date _____
North River Fire	<u>[Signature]</u> _____	Date <u>10/8/11</u>
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

RIETZ



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B&B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wim Lippens

EVENT DATE: Sat. Nov 12<sup>th</sup> 2011  
EVENT TIME: 04.00 - 06.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 135 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).



Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Nov. 12th 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk	<u>[Signature]</u>	Date <u>6/8/11</u>
Public Works Director	<u>[Signature]</u>	Date <u>6/8/11</u>
Police Department	<u>Lt. Brent D. Tyler</u>	Date _____
North River Fire	_____	Date _____
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Special Function Permit Application  
Page 2

EVENT: Wedding

Event Date: Sat. Nov. 12<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	<u>U. Scott D. Tj</u>	Date _____
North River Fire	<u>[Signature]</u>	Date <u>6/8/11</u>
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Rustemeyer



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B & B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wim Lippens

EVENT DATE: Sat. Nov 19<sup>th</sup> 2011  
EVENT TIME: 04:00 - 06:00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: No guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

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Special Function Permit Application  
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EVENT: Wedding

Event Date: Sat. Nov 19<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk

[Signature]

Date 6/8/11

Public Works Director

[Signature]

Date 6/8/11

Police Department

Lt. Scott D. Taylor

Date \_\_\_\_\_

North River Fire

\_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Special Function Permit Application  
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EVENT: Wedding

Event Date: Sat. Nov 19<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Permittee

CITY APPROVAL:

City Clerk	_____	Date	_____
Public Works Director	_____	Date	_____
Police Department	<u>[Signature]</u>	Date	_____
North River Fire	<u>[Signature]</u>	Date	<u>6/2/11</u>
APPROVED BY COMMISSION:	_____	Date	_____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

McKay



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Pavers 843  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wim Lippens

EVENT DATE: Sat. Nov 26<sup>th</sup> 2011  
EVENT TIME: 04.00 - 07.00 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 120 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

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**Special Function Permit Application**  
**Page 2**

EVENT: Wedding

Event Date: Spt. NOV 26<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

[Signature]  
Committee

CITY APPROVAL:

City Clerk

[Signature]

Date 6/8/11

Public Works Director

[Signature]

Date 6/8/11

Police Department

Lt. [Signature]

Date \_\_\_\_\_

North River Fire

\_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

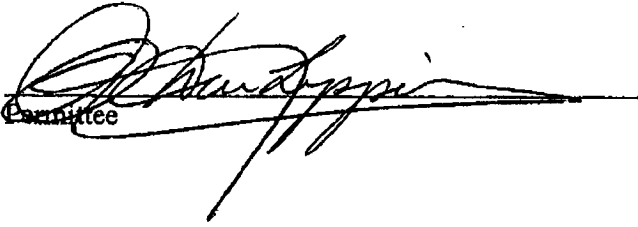
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Date Received: \_\_\_\_\_  
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Special Function Permit Application  
Page 2

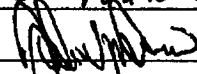
EVENT: Wedding

Event Date: Sept. Nov 26<sup>th</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Committee

CITY APPROVAL:

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	<u>Lt. Todd D. Tyl</u>	Date _____
North River Fire		Date <u>6/8/11</u>
APPROVED BY COMMISSIONER	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_



DUNAWAY



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Wedding  
APPLICANT: Palmetto Riverside B&B  
ADDRESS: 1102 Riverside Drive  
CONTACT: Wedding

EVENT DATE: Dec. 3<sup>rd</sup> 2011  
EVENT TIME: 03.30 - 05.30 PM  
PHONE: 941-981-5331  
PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Wedding

ANTICIPATED ATTENDANCE: 45 guests

CITY SERVICES REQUIRED:  
POLICE: Streets Blocked:  Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

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Proposed location(s): \_\_\_\_\_

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The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

**Special Function Permit Application**  
**Page 2**

EVENT: Wedding

Event Date: Dec. 3<sup>rd</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

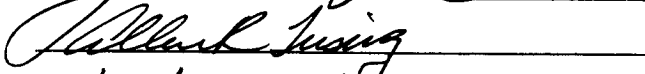
CITY APPROVAL:

City Clerk



Date 6/8/11

Public Works Director



Date 6/8/11

Police Department

W. Scott O. Tyler

Date \_\_\_\_\_

North River Fire

\_\_\_\_\_

Date \_\_\_\_\_

APPROVED BY COMMISSION: \_\_\_\_\_

Date \_\_\_\_\_

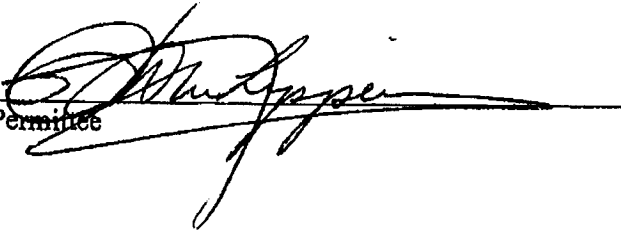
Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

Special Function Permit Application  
Page 2

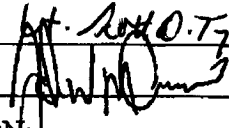
EVENT: Wedding

Event Date: Dec. 3<sup>RD</sup> 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

  
Permittee

CITY APPROVAL:

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	<u>At. 2010.7.24</u>	Date _____
North River Fire		Date <u>6/8/11</u>
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: Highwaymen Artists meet and greet art sale EVENT DATE: July 16, 2011  
APPLICANT: Palmetto Historical Park EVENT TIME: 10 AM - 3 PM  
ADDRESS: 515-10th Ave. W. - Palmetto PHONE: 723-4991  
CONTACT: Mandy Polson PHONE: \_\_\_\_\_

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Florida Highwaymen Artists here in historical park to meet the public & to show and sell their work - Word of Mouth Barbecue will be selling food.

ANTICIPATED ATTENDANCE: Open to the Public

**CITY SERVICES REQUIRED:**

POLICE: Streets Blocked: \_\_\_\_\_ Traffic Control: \_\_\_\_\_ Security: \_\_\_\_\_ Other: \_\_\_\_\_  
PUBLIC WORKS: Barricades: \_\_\_\_\_ Clean-up: \_\_\_\_\_ Set-up: \_\_\_\_\_ Other: \_\_\_\_\_

*If a temporary restroom is utilized for a period greater than five (5) days, a Temporary Use Permit is required. Application is available at City Hall.*

TEMPORARY RESTROOM FACILITIES: # of units: \_\_\_\_\_ # of days: \_\_\_\_\_  
Proposed location(s): \_\_\_\_\_

**INSURANCE REQUIREMENT:** Insurance naming the City of Palmetto as an "Additional Insured" must be provided to the City Clerk ten (10) days prior to any event that is part of the Special Function Permit.

Please review Exhibit A for insurance coverage requirements. Insurance may also be obtained by event sponsors through personal or commercial insurance policies. If it is necessary to purchase an insurance policy for an event, please refer to Exhibit B, and follow the directions to obtain a quote or purchase a policy.

The Special Function Permit Application must be submitted to City Clerk's office at least 30 days prior to the event.

**SALE OR CONSUMPTION OF ALCOHOLIC BEVERAGES ON CITY PROPERTY IS STRICTLY PROHIBITED.**

If your event will include the use of loudspeakers, you may be required to apply for a Special Permit Exception to the City's Noise Ordinance (see Chapter 5-Amusements, of the City of Palmetto Code of Ordinances).

Special Function Permit Application  
Page 2

EVENT: Highwaymen Artists meet and  
greet art sale

Event Date: July 16, 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION  
CONDITIONS.

Civ Paulsen, Pres.  
Permittee

CITY APPROVAL:

City Clerk

Public Works Director

Police Department

North River Fire

APPROVED BY COMMISSION:

[Signature]

Date 6/15/11

Date \_\_\_\_\_

Charles R. Wells

Date 06/15/11

Date \_\_\_\_\_

Date \_\_\_\_\_

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_

**Special Function Permit Application**  
**Page 2**

EVENT: Highwaymen Artists meet and  
great art sale

Event Date: July 16, 2011

I HAVE READ AND UNDERSTAND THE ABOVE SPECIAL FUNCTION PERMIT APPLICATION CONDITIONS.

Cio Paulsen, Pres.  
Permittee

**CITY APPROVAL:**

City Clerk	_____	Date _____
Public Works Director	_____	Date _____
Police Department	_____	Date _____
North River Fire	_____	Date <u>6/15/11</u>
APPROVED BY COMMISSION:	_____	Date _____

Internal use only  
Date Received: \_\_\_\_\_  
By: \_\_\_\_\_