

TAB 5



# City of Palmetto Agenda Item

**Meeting Date**

08/06/2012

Presenter:

Jim Freeman

Department:

City Clerk

**Title: Special Function Permit**

9/11 Tribute to Heroes Memorial Service Committee Special Function Application for September 11, 2012.

**Budgeted Amount:**

**Budget Page No(s):**

**Available Amount:**

**Expenditure Amount:**

**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:**

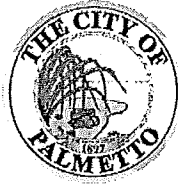
Motion to approve 9/11 Tribute to Heroes Memorial Service Committee's Special Function Permit for September 11, 2012..

**Staff Contact:**

Jim Freeman

**Attachments:**

Special Function Permit Application as listed.



**SPECIAL FUNCTION PERMIT APPLICATION**

EVENT NAME: 9/11 Memorial EVENT DATE: 09/11/12  
 APPLICANT: Herb Smith - Emergency Services Memorial EVENT TIME: 9:00 - 11:00  
 ADDRESS: 1901 First Avenue E Bradenton, FL PHONE: \_\_\_\_\_  
 CONTACT: Herb Smith 34208 PHONE: 962.9015

DETAILS OF FUNCTION: LOCATION, PARADE ROUTE, ETC.: Sutton Park  
Will need access to 110v power supply for speakers, fans.  
We will provide tent to be placed on new brick pavers.

ANTICIPATED ATTENDANCE: 150-200

CITY SERVICES REQUIRED:  TRAFFIC CONTROL  
 POLICE: Streets Blocked:  TRAFFIC CONTROL Security: \_\_\_\_\_ Other: \_\_\_\_\_  
 PUBLIC WORKS: Barricades:  TRAFFIC CONTROL 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  
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EVENT: 9/11 Memorial Event Date: 09/11/12

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

[Signature]  
Permittee

President - Emergency Services Memorial Fund

CITY APPROVAL:

City Clerk	<u>[Signature]</u>	Date <u>8/1/12</u>
Public Works Director	<u>[Signature]</u>	Date <u>8-1-12</u>
Police Department	<u>[Signature]</u>	Date <u>7.31.12</u>
North River Fire	<u>[Signature]</u>	Date <u>7/31/12</u>
APPROVED BY COMMISSION:	<u>[Signature]</u>	Date _____

Internal use only  
Date Received: 7/31/12  
By: AFOLEY