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# CODE COMPLIANCE CERTIFICATION APPLICATION

## Special Event - Temporary Use Permit

City of Vero Beach Planning & Development Department

1053 20<sup>th</sup> Place – P.O. Box 1389

Vero Beach, Florida 32961-1389

Phone (772) 978-4550 / Fax (772) 778-3856

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Application # \_\_\_\_\_

Name of Event: \_\_\_\_\_

Date(s) and Times of Event: \_\_\_\_\_

Property Address: \_\_\_\_\_

Parcel ID: \_\_\_\_\_

Property Owner: \_\_\_\_\_

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone #: \_\_\_\_\_ Fax or E-Mail: \_\_\_\_\_

Is alcohol being served? Yes \_\_\_\_\_ No \_\_\_\_\_

Description of Event: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Site Plan: If the special event involves any outdoor activity or uses, a scaled drawing depicting the general location of the activity and uses on the subject property may be required by the Planning and Development Department. Building, plumbing, and electrical permits may also be required in addition to this permit depending upon the event.

I certify that I have read and agree to comply with any special permit conditions and that this special event complies with the approval criteria and conditions of Section 64.12 (b) and Section 64.45 (c) (attached). I acknowledge and understand that this permit may be revoked for any one of the reasons listed in Section 64.12 (d).

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

**Special Conditions: 1) Signs may require separate permits. 2) The site shall be restored to its original condition no later than \_\_\_\_\_.**

Additional Comments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Planning & Development Department Approval: \_\_\_\_\_  
(Authorized Signature) Date

Application Fee: \$55

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## **SECTION 64.12 (b) Approval Criteria**

If Section 64.44 requires a Temporary Use Permit and the proposed use or structure meets applicable standards Section 64.43 and in Section 64.45, the planning director may approve or conditionally approve the issuance of a temporary use permit, unless one of the following circumstances exist:

- (1) The applicant has made a material misrepresentation in the application.
- (2) The applicant has not complied with the planning and development department's request for further information.
- (3) The proposed temporary use will substantially disrupt the peace and quiet within any area of the city.
- (4) The proposed temporary use will have a substantial negative impact upon traffic within any area of the city.
- (5) The proposed temporary use will have a material negative impact upon neighboring properties.
- (6) The proposed special event temporary use will create a safety hazard.

## **SECTION 64.45 (c) Special Events**

A special event shall comply with the following standards:

- (1) *The special event shall only occur on non-residential use property.*
- (2) *Limitation on the total number and length of special events.* No property shall have more than a cumulative total of three such events in any calendar year. The total number of days for all special events on the property shall not exceed 30 days in any calendar year, except for Christmas tree sales. Christmas tree sales may commence no earlier than November 16 and end no later than December 30.
- (3) *Permit conditions.* Every special events permit shall have the following conditions and any other conditions that may be required by the planning director or other appropriate authority to address a particular issue related to protecting the public health, safety, or general welfare of the public and the protection of the environment:
  - a. The activity, display and/or sales areas shall not interfere with the approved vehicular circulation system as specified on the approved site plan for the subject property.
  - b. The area of activity, display, and/or sales areas shall not occupy more than ten percent of the required on-site parking spaces, except where the special event is conducted outside of normal business hours for the approved uses on the site.
  - c. Applicable building, electrical, mechanical, and/or health permits shall be obtained for any temporary structures, utilities, and health and sanitation facilities.
  - d. The maximum hours of operation shall be limited to the period from 7:00 a.m. to 10:00 p.m. daily, except may be as further limited by the planning director to protect the public health, safety, or general welfare, including limiting adverse impacts on adjacent residential uses.
  - e. Any tent used for an activity, display, or sales shall be approved by the fire marshal for fire resistance.

- f. All temporary structures and utilities for the special event shall be removed and the site returned to its original condition by no more than one day after the last day of the event.

### **SECTION 64.12 (d) & (e) Revocation of Permit**

*Revocation of permit.* The planning director for any of the following reasons may revoke a temporary use permit:

- (1) A material false statement contained in the application;
- (2) Failure to comply with federal, state, or municipal laws and regulations;
- (3) Failure to comply with the limitations and conditions imposed by the city on the issuance of the special event permit; or
- (4) Conducting the special event in such a manner as to create a public nuisance.

*Appeal of revocation or permit denial.* Notwithstanding section 64.04, any appeal of the planning director's decision to revoke or deny a temporary use permit shall be to the city manager pursuant to section 2-203 of this Code.