

1. Discussion Objective:

Work Session Date: April 21, 2014

To discuss the Special Event permitting process and methods to improve the permitting process.

2. Submitter of Information:

☐ Council
☒ Town Staff (PW)
☐ Town Attorney

3. Estimated Time for this item:

15 minutes

5. Background:

The Town has had a Special Event process in place since 1998, recently updated via Ordinance 12-04 and Resolution 12-08. TC has expressed an interest to further improve upon the permitting process and the potential of modifying the governing ordinance.

Attached:

- Ordinances 98-01, 00-16 and 12-04
- Resolution 12-08
- Listing of Special Events issued during calendar year 2013
- Special Event Application

Town Manager	Town Attorney	Finance Director	Public Works Director	Community Development Director	Parks & Recreation Director	Town Clerk
						

ORDINANCE No. 98-1

AN ORDINANCE OF THE TOWN OF FORT MYERS BEACH CREATING THE TOWN OF FORT MYERS BEACH SPECIAL EVENTS ORDINANCE REGULATING SPECIAL EVENTS; PROVIDING AUTHORITY; DEFINITION OF SPECIAL EVENT; PERMIT REQUIRED; PERMIT APPLICATION; INSURANCE; BOND; MANAGER'S CONDITIONS; PROCESSING APPLICATION; CONSIDERATION OF APPLICATION; REVOCATION OF PERMIT; PARKING; LITTER CLEAN UP; FEES; VIOLATIONS; REMEDIES OF THE TOWN; SEVERABILITY; AND EFFECTIVE DATE.

IT IS HEREBY ORDAINED BY THE TOWN OF FORT MYERS BEACH AS FOLLOWS:

SECTION ONE: AUTHORITY.

This Ordinance is enacted pursuant to the provisions of Chapter 95-494, Laws of Florida, Chapter 166, Florida Statutes, and other applicable provisions of law.

SECTION TWO: DEFINITION OF SPECIAL EVENT

A special event is any social, commercial or fraternal gathering the purpose of being entertained, instructed, viewing a competition or any other reason that would bring them together in one location that normally would not include a concentration of population. Specifically excluded from this ordinance are any gatherings formed and/or sponsored by any recognized religion or religious society.

SECTION THREE: PERMIT REQUIRED

No person, corporation, partnership, or other organization shall advertise, conduct, maintain, or sell or furnish tickets for an event within the boundaries of the Town of Fort Myers Beach unless and until that person or entity has obtained a permit from Town of Fort Myers Beach to conduct such event.

SECTION FOUR: PERMIT APPLICATION

An application shall be made on a standard application form, approved by the Town Manager or designee, for an event permit. The application form may be obtained from Town Hall. At least twenty-one (21) days prior to the scheduled commencement of the event, the completed application with descriptive plans for all arrangements must be submitted along with the applicable fee if any. The applicant shall comply with any and all conditions set forth in the application and as required by the Town Manager or designee, including but not limited to contacting and making sufficient and acceptable arrangements with the following agencies:

- (a) Lee County Sheriff's Department.
- (b) Fort Myers Beach Fire Department
- (c) Any/or other agencies deemed appropriate or necessary by the Town Manager or designee.

Pursuant to these provisions, the Town Manager or designee is provided authority to prepare said application form and revise same from time to time as needed.

SECTION FIVE: INSURANCE

The applicant shall obtain adequate liability and property insurance for the event based upon and subject to periodic revisions. A Certificate of Insurance shall be included with the application and the Town of Fort Myers Beach shall be named as "Additional Insured" on the Certificate.

SECTION SIX: BOND

At its discretion, subject to other applicable laws or ordinances, the Town of Fort Myers Beach may require an indemnity and/or performance security bond for the event, and the amount of the bond shall be set by the Town Manager or designee. The bond shall be with a corporate bonding company authorized to do business in the State of Florida, or a cash bond in the form of a cashier's check payable to the Town. The bond shall totally indemnify the Town of Fort Myers Beach, its agents or employees against any and all claims arising out of the preparations, conduct or aftermath of the event.

SECTION SEVEN: MANAGER'S CONDITIONS

Any applicant may be required to meet any other condition reasonably imposed prior to receiving a permit to conduct an event which the Town Manager or designee deems necessary to protect the health, safety, and welfare of the property and citizens of the Town of Fort Myers Beach.

SECTION EIGHT: PROCESSING APPLICATION

Upon receipt of the completed application with all required attachments, the Town Manager or designee shall review same and make the final determination on all applications.

SECTION NINE: CONSIDERATION OF APPLICATION

The Town Manager or designee shall approve applications when all conditions have been met. Should the applicant be denied, it must be in writing and for good cause. Good cause would be, but not limited to, failure to comply with the necessary arrangements dictated by the agencies listed in Section Four.

SECTION TEN: REVOCATION OF PERMIT

The Town Manager or designee of the Town of Fort Myers Beach, Florida shall have the power to revoke a permit where the applicant fails to comply with any conditions required for operation of an event, ordinances of the Town of Fort Myers Beach, Florida, laws of the State of Florida, or otherwise places persons or property in jeopardy or serious harm or injury. Any person may petition the Town Manager or designee to conduct a review of reason (s) for any revocation.

SECTION ELEVEN: PARKING

The applicant must be prepared to provide documentation that arrangements for attendees are available and sufficient so as not to further burden Town traffic. Unless adequate parking space would be provided on-site, off-site rental/lease of additional spaces must be acquired. Further, should foot traffic from the parking site(s) be unduly burdensome to the attendees, or their route create a public safety hazard, a shuttle service or other common carrier means of transportation must be provided. Posting temporary signs on-site indicating the location of off-site parking is also required.

SECTION TWELVE: LITTER CLEAN UP

All applicants are responsible for returning the area where the event takes place to its original condition. All litter, ancillary equipment (stages, etc.) must be collected and removed from the entire area where the event took place within twenty-four (24) hours of the event's end. Events being held for more than one day will require litter removal immediately after the closing of each day's activities. Ancillary equipment is exempt during this time period.

In the event the clean up is neither performed or does not meet the satisfaction of the Town Manager or designee, the Town Manager is empowered to contract with any cleaning service to assure compliance. The cost of the clean up and/or clearing of debris will be levied against the sponsor and the performance bond required by Section Six of this ordinance.

SECTION THIRTEEN: FEES

Fees are established to offset the Town's administrative processing costs; and are on a graduated scale:

- a) \$30.00 for first time application
- b) \$15.00 for additional events held at the same location, having the same genre, and the same anticipated attendance.
- c) \$80.00 fee should the Town have to initiate remedial actions as outlined in Section Twelve Litter Clean Up.

Applicants who misrepresent information provided under this ordinance shall not be issued a permit, or if issued, may suffer suspension or revocation of the permit.

SECTION FOURTEEN: VIOLATIONS; REMEDIES OF THE TOWN

Special events which are subject to this ordinance and are being held without having obtained a permit as provided in this ordinance are prohibited. Should the permittee, his agents or employees violate the terms of the agreement by which the permit is granted, any ordinance of the Town of Fort Myers Beach, or any law of the State of Florida or the United States, or knowingly allow those laws to be violated, such violation shall constitute a violation of this ordinance. Any violation shall be punished as provided by law. The Town of Fort Myers Beach also retains any and all civil remedies which may be available.

SECTION FIFTEEN: SEVERABILITY

If any one of the provisions of this ordinance should be held contrary to any express provision of law or contrary to the policy of express law, although not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such provision shall be null and void and shall be deemed separate from the remaining provisions of this ordinance , and in no way affect the validity of all other provisions of this ordinance.

SECTION SIXTEEN: EFFECTIVE DATE.

This ordinance shall become effective immediately upon its adoption.

The foregoing ordinance was enacted by the Town Council upon a motion by Council Member FitzSimons and seconded by Council Member Murphy and, upon being put to a vote, the result was as follows:

Anita T. Cereceda	aye
Ted FitzSimons	aye
John Mulholland	aye
Garr Reynolds	aye
Ray Murphy	aye

DULY PASSED AND ENACTED this 23rd day of February, 1998.

ATTEST:

TOWN OF FORT MYERS BEACH

By: _____
Marsha Segal-George, Town Clerk
Approved as to form by:

By: _____
Anita T. Cereceda, Mayor

Richard V.S. Roosa, Town Attorney

ORDINANCE No. 00-16

AN ORDINANCE AMENDING THE TOWN OF FORT MYERS BEACH CODE OF ORDINANCES CHAPTER 78, TOWN OF FORT MYERS BEACH SPECIAL EVENTS ORDINANCE; SECTION THREE: PERMIT REQUIRED; SECTION FOUR: PERMIT APPLICATION; PROVIDING AUTHORITY; AMENDMENT TO CHAPTER 78 SECTION FOUR: PERMIT APPLICATION; PROVIDING SEVERABILITY; AND EFFECTIVE DATE.

IT IS HEREBY ORDAINED BY THE TOWN OF FORT MYERS BEACH AS FOLLOWS:

SECTION 1. Authority. This Ordinance is enacted pursuant to the provisions of Chapter 95-494, Laws of Florida, Chapter 166, Florida Statutes, and other applicable provisions of law.

SECTION 2. AMENDMENT. Chapter 78 SECTION THREE., of the ordinance establishing the Town of Fort Myers Beach Special Events Ordinance is hereby amended to read as follows:

78. SECTION THREE: PERMIT REQUIRED

No person, corporation, partnership, or other organization shall advertise, conduct, maintain, or sell or furnish tickets for more than six events in one calendar year ~~an event~~ within the boundaries of the Town of Fort Myers Beach and no such event shall be held unless and until that person or entity has obtained a permit from Town of Fort Myers Beach to conduct such event.

SECTION 3. AMENDMENT. Chapter 78 SECTION FOUR., of the ordinance establishing the Town of Fort Myers Beach Special Events Ordinance is hereby amended to read as follows:

78. SECTION FOUR: PERMIT APPLICATION

No person, corporation, partnership, or other organization shall advertise, conduct, maintain, or sell or furnish tickets within the boundaries of the Town of Fort Myers Beach

An application shall be made on a standard application form, approved by the Town Manager or designee, for an event permit. The application form may be obtained from Town Hall. At least twenty-one (21) days prior to the scheduled commencement of the event, or prior to January 1, if the event is to be held during the season (February through April), the completed application with descriptive plans for all arrangements

must be submitted along with the applicable fee if any. The applicant shall comply with any and all conditions set forth in the application and as required by the Town Manager or designee, including but not limited to contacting and making sufficient and acceptable arrangements with the following agencies:

- (a) Lee County Sheriff's Department.
- (b) Fort Myers Beach Fire Department
- (c) Any/or other agencies deemed appropriate or necessary by the Town Manager or designee.

Pursuant to these provisions, the Town Manager or designee is provided authority to prepare said application form and revise same from time to time as needed.

SECTION 4. SEVERABILITY. If any one of the provisions of this ordinance should be held contrary to any express provision of law or contrary to the policy of express law, although not expressly prohibited, or against public policy, or shall for any reason whatsoever be held invalid, then such provision shall be null and void and shall be deemed separate from the remaining provisions of this ordinance, and in no way affect the validity of all other provisions of this ordinance.

SECTION 5. EFFECTIVE DATE. This ordinance shall take effect immediately upon its adoption.

The foregoing ordinance was enacted by the Town Council upon a motion by Council Member Murphy and seconded by Council Member Cain and, upon being put to a vote, the result was as follows:

Anita T. Cereceda	aye
Daniel Hughes	aye
Garr Reynolds	aye
Ray Murphy	aye
Terry Cain	aye

DULY PASSED AND ENACTED this 6th day of November, 2000.

ATTEST:

TOWN OF FORT MYERS BEACH

By: _____
Marsha Segal-George, Town Clerk

By: _____
Daniel Hughes, Mayor

Approved as to form by:

Richard V.S. Roosa, Town Attorney

ORDINANCE NO. 12-04

AN ORDINANCE OF THE TOWN OF FORT MYERS BEACH, FLORIDA, REPEALING ORDINANCES 98-1 AND 00-16, WHICH ARE CODIFIED IN CHAPTER 22 OF THE TOWN OF FORT MYERS BEACH CODE OF ORDINANCES AND ADOPTING NEW REGULATIONS IN SAID CHAPTER RELATING TO SPECIAL EVENTS; ADOPTING DEFINITIONS; PERMIT REQUIREMENTS; EXEMPTIONS FROM PERMIT REQUIREMENTS; PROVISIONS RELATING TO FEE WAIVERS AND BUDGET ALLOCATIONS; APPLICATION REQUIREMENTS; PROCEDURE FOR REVIEW, APPROVAL AND APPEAL OF DENIAL OF PERMITS; ADOPTING REGULATIONS APPLICABLE TO PERMITS FOR POLITICAL DEMONSTRATIONS; SECURITY FOR UNPAID EXPENSES; INDEMNIFICATION AND LIABILITY INSURANCE; SIGNAGE; NOISE; AND REVOCATION OF PERMITS; PROVIDING SEVERABILITY; PROVIDING AN EFFECTIVE DATE.

NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF FORT MYERS BEACH, FLORIDA, AS FOLLOWS:

Section 1. Ordinances 98-1 and 00-16 which are codified in Chapter 22 of the Town of Fort Myers Beach Code of Ordinances in Section 22-1 through 22-14 are hereby repealed in their entirety.

Section 2. The following regulations relating to Special Events are hereby adopted and codified into Chapter 22 of the Town of Fort Myers Beach Code of Ordinances as follows:

Sec. 22-1. Definitions.

Political Demonstration. A public gathering, procession or parade, the primary purpose of which is the exercise of the rights of assembly and free speech as guaranteed by the First Amendment to the Constitution of the United States.

Special Event. Any meeting; activity; gathering; group of persons, animals, or vehicles; or a combination thereof, having a common purpose, design or goal, in any area of the town, which event is intended to or does draw public attention, brings people together in one location that normally would not include a concentration of population, and substantially inhibits or has the potential to substantially inhibit the usual flow of pedestrian or vehicular travel or which occupies any public area or building and results in preemptive use by the general public or which deviates from the established use. Such events may include entertainment, dancing, music, dramatic presentations, art exhibitions, or the sale of merchandise, food, or alcohol, or any combination thereof and which of necessity requires for its successful execution the provision and coordination of Town services to a degree over and above that which the Town routinely provides under ordinary everyday circumstances. The term shall include, but not be limited to, festivals, carnivals, concerts, parades, walks, races, garage sales, weddings, retirement parties and fundraising events, but does not include events which are solely political demonstrations, unless such political demonstration is proposed as an integral part of a larger event.

Sec. 22-2. Permit Required. No person or entity shall initiate, sponsor, organize, promote, conduct or advertise a special event or political demonstration unless a permit has been obtained from the Town. Applicants requesting special event permits may include, but are not limited to commercial, educational, civic, recreational, and religious organizations.

Sec. 22-3. Exemptions from Permit Requirement.

The following shall not require a special event permit:

(a) Events conducted by religious entities, provided such events are conducted entirely on property owned by the religious entity.

(b) Events conducted solely for the purpose of exercising a group's first amendment right of free speech and/or assembly. If an event has any commercial aspect, or is a political demonstration as defined in Section 22-1, then this exemption shall not apply.

Sec. 22-4. Fees.

All fees that relate to special events and special events permits shall be established by Town Council by resolution.

Sec. 22-5. Permit fee exemption for special events conducted by the Town

The Town shall be exempt from all permit fees relating to special events conducted by the Town.

Sec. 22-6. Requests for fee waivers and budget allocations.

(a) Any not-for-profit entity shall be eligible for a special event fee waiver. The Town Council shall each year, as part of the Annual Budget, approve an amount of money that will be utilized for such fee waivers and may, upon the request of any specific not-for-profit entity or group, specifically allocate an amount to be used for fee waivers for that entity or group. Requests for fee waivers may be handled on a first come, first served basis until such time as the annual budgeted amount has been exhausted. Once the annual amount has been exhausted, no further fee waivers shall be granted, provided however that Town Council, at any time during the year, may take action to increase the amount budgeted for such fee waivers.

(b) The Town Manager shall have the authority to waive a special event permit fee in instances where a not-for-profit entity or group provides in-kind services that benefit the Town.

Sec. 22-7. General criteria and limitations.

The following general criteria and limitations shall apply to special event permits:

(a) The activity proposed must be compatible with the surrounding land uses, provided, however, that special event permits for events in areas zoned for single-family residential use are limited to family celebrations (i.e. weddings, retirement parties, graduation parties and the like), residents' block parties and garage sales.

(b) An individual applicant may not receive a special event permit more than six (6) times within a calendar year, provided, however, that the Town Council may grant businesses or entities approval for a recurring event permit that is not subject to this limitation and provided further that the Town Council shall have the authority to permit an individual applicant to exceed the six (6) event annual limitation in its discretion. To qualify as a recurring event, the event must be the same type of event and must be held in the same location. Examples of a

recurring event include, but are not limited to "bike nights," "sunset celebrations," and music or art themed events. Recurring special events are subject to the following requirements:

- (1) Each event must be held at the same location at the same time of day.
- (2) All dates for the recurring event must be listed on the original application.
- (3) Each individual event must be of the same genre with similar anticipated attendance.
- (4) A recurring special event can occur no more often than weekly and for no more than one (1) year on a single application.

(c) An applicant must submit an affidavit that permission has been obtained from the owner of any land upon which the special event is to be held unless the event is to be held exclusively on public property.

(d) All applicants must include a site plan that identifies any and all tents, canopies, recreational vehicles, or accessory structures that are to be utilized in connection with a special event activity, a general site plan and parking plan shall be included as part of the special event permit application. The location of any accessory structures shall not obstruct traffic or violate any applicable Town, county or state laws.

(e) Any special event that will take place all or in part upon the beach shall be subject to all requirements contained in Section 14-11 of the Land Development Code and any requirements of State or Federal agencies relating to activities that take place on the beach.

(f) The following types of special events must be approved by the Town Council:

- (1) Special events with a duration of four (4) days or more where alcohol will be served;
- (2) Special events requesting funding; and
- (3) Special events where the noise is anticipated to exceed what is permitted by the Town Code.

Sec. 22-8. Application requirements.

(a) Any person or entity seeking issuance of a special event permit shall file a written application with the Town Manager on forms provided by the Town.

An application for a special event permit must be filed with the Town Manager not less than forty-five (45) days prior to the date of the event. Applications received less than forty-five (45) days prior to the event will incur an additional permit application fee. Applications received less than ten (10) days before the special event will not be processed.

(b) A permit application shall include the following:

- (1) The name of the special event and its purpose in general terms.

(2) The name(s) of the person(s) or organization(s) sponsoring the special event, together with the addresses and telephone numbers of all such persons or organizations.

(3) The proposed date or dates of the special event.

(4) The specific location(s) within the Town where the special event is to be held. The applicant shall also be required to submit a site plan describing the layout of the special event, including locations of all temporary structures.

(5) In instances where a proposed special event will be held within 500 feet of residential property and will include any amplified sound, the applicant shall provide notice to such owners and advise them of the nature of the event and the dates and times when the event will be held. The 500 feet shall be measured from the perimeter of the site where the special event will take place and for condominium properties, a single written notification to the condominium association shall be sufficient. The notification shall advise the owner(s) of their right to submit a letter of objection to the Town Manager and shall include the date by which any such letter of objection must be submitted.

(6) The expected number of persons who will attend the event.

(7) A description of how vehicle parking for the event will be managed.

(8) Whether any street closings are requested and, if so, which streets and the times when they will be closed.

(9) Whether any alcoholic beverages will be served and whether appropriate state licenses have been applied for.

(10) If any entertainment will be included, details as to the type of entertainment, times and location shall be provided.

(11) Whether utility services such as electrical power or water will be required.

(12) Proof that a written request for approval of the event has been submitted to all applicable outside state and local agencies.

(13) The Town Manager shall have the authority to require any additional information from the applicant that the Town Manager deems necessary.

Sec. 22-9. Review of Application. Upon receipt of an application that contains all of the items listed in Section 22-8 and application fee, the Town Manager shall forward copies of the application to all affected Town departments for their review. The Town Manager shall grant or deny an application for a special event permit within fifteen (15) business days after the application is complete. Special event permits requiring Town Council approval shall be scheduled for consideration at the next available Town Council Regular Meeting. An application shall not be deemed complete until the Town has received notification that all federal, state, and local permits or approvals have been obtained. If the permit is one that can be issued by the Town Manager and the Town Manager has received one or more letters of objection from residents who are within 500 feet of the location of the proposed event, the permit must be

approved by the Town Council and the Town Council shall have the right to place conditions on the permit to mitigate any adverse effects on nearby residential properties.

Sec. 22-10. Grounds for Denial.

(a) The Town Manager or Town Council may deny an application for a special event permit if the applicant, or the person on whose behalf the application for a permit was made, has on a prior occasion made a material misrepresentation regarding the nature or scope of an event or activity previously permitted by a special event permit, or, who has previously violated the terms of a prior special event permit, issued to or on behalf of the applicant. An application for a special event permit may also be denied for any of the following reasons:

- (1) The application for a special event permit (including any required attachments and submissions) is not fully completed and properly executed;
- (2) The applicant has not tendered the required application fee, if any, with the application or has not tendered any other required fees, indemnification agreement, insurance certificate, or security deposit, if any, within the times prescribed by the Town Manager.
- (3) The application contains a material falsehood or misrepresentation.
- (4) The applicant or the person on whose behalf the application for the special event permit has been made has on prior occasions damaged Town property and has not paid in full for such damage, or has other outstanding and unpaid debts to the Town;
- (5) A fully executed prior application for a special event permit for the same time and place has been received, and a special event permit has or will be granted to the prior applicant, authorizing uses or activities which do not reasonably permit multiple occupancy of the area where the event is proposed to be held;
- (6) The use or activity intended by the applicant will conflict with previously planned programs organized or conducted by a governmental agency and previously scheduled for the same time and place;
- (7) The use or activity intended by the applicant would present an unreasonable danger to the health or safety of the public;
- (8) The applicant has not complied or cannot comply with applicable licensure requirements, laws, ordinances or regulation of the state, the county or the Town concerning the sale or offering for sale of any goods or services; or
- (9) The use or activity intended by the applicant is prohibited by state or federal law or by ordinances or regulations of the county or the Town.

(b) If the special event application is denied, the applicant shall not be entitled to receive any reimbursement from the Town for an costs incurred during the application process, including the application fee.

Sec. 22-11. Notification of Denial and Right of Appeal.

(a) Any applicant who is denied a special event permit by the Town Manager shall be notified in writing of the denial no later than five (5) days prior to the date of the proposed event. Said notification shall state the reasons for the denial and the right of appeal to the Town Council, and shall be sent by registered mail to the applicant.

(b) The applicant shall have ten (10) days from receipt of the written notification of permit denial to request an appeal hearing before the Town Council. If the appeal cannot be heard by the Town Council prior to the date when the event is scheduled to be held, the filing of an appeal shall not entitle the applicant to conduct the event on that date but, if the appeal is successful, the applicant may hold the event on a rescheduled date that is after the Town Council meeting at which the appeal was heard.

(c) An appeal of the decision of the Town Council may be made to the circuit court by filing a petition for writ of certiorari as provided for under the Florida Rules of Appellate Procedure. A decision of the Town Council shall be deemed to have been rendered on the date the Town Council votes to either grant or deny the appeal.

Sec. 22-12. Permits for Political Demonstrations.

Applications for permits to conduct political demonstrations as defined in Sec. 22-1, shall have the same requirements as applications for special event permits, provided, however, that the time period for approval or denial of such permits for political demonstrations shall be expedited and shall not exceed five (5) business days, and provided further that any appeal of a denial of such permit shall also be expedited and shall be heard by Town Council at its next regular meeting or, if such meeting is more than ten (10) business days from the date of the filing of an appeal, the Town Council shall hold a special meeting within that ten (10) business day period to hear the appeal.

Sec. 22-13. Litter.

(a) Special event permit holders shall be responsible for ensuring that the area where the event is held is free of all litter and debris within twenty-four hours of the time the special event ends. Events that span more than a twenty-four hour period shall be responsible for removing all garbage and litter at the end of each day.

(b) In the event this section is not complied with, the Town Manager shall have the authority to contract with a cleaning service and the cost of the clean up shall be the responsibility of the permit holder and, if not promptly paid, may be deducted from any required security deposit.

Sec. 22-13. Security for Unpaid Expenses.

The Town Manager may require the posting of a security deposit, or other form of security acceptable to the Town, to ensure that any unpaid expenses or damages incurred as a result of the event are satisfied.

Sec. 22-14. Indemnification and Liability Insurance.

(a) Prior to the issuance of the special event permit, the applicant shall be required to execute an Indemnification and hold Harmless Agreement in a form acceptable to the Town Attorney.

(b) Prior to the issuance of the special event permit, the applicant shall maintain, at its sole expense, public liability insurance, with minimum limits as required by the Town, that includes coverage for any Town property utilized and naming the Town as an additional insured.

Sec. 22-15. Signage.

(a) All signage relating to special events shall comply with Chapter 30 of the Land Development Code.

(b) All banners are permitted to hang for a period of not less than two (2) weeks prior to the event, provided, however, that the Town Manager may permit a banner to be hung for a period of up to four (4) weeks if availability allows. All banners must have grommets that are no less than two feet (2') apart on the top and bottom. Banners can be no larger than sixteen feet (16') in width and three feet (3') high. Banners shall not contain any commercial information for the purpose of advertising anything other than the special event. All banner proofs must be approved by Town Manager or his designee.

(c) For any special event where a requested road closure has the potential to affect a sizeable segment of the community, notice of such closure must be provided to the public at least five (5) days prior to event if variable message signs are utilized or fourteen (14) days prior to an event if static signs are utilized. Type and placement of signs shall be determined by Public Works Director.

Sec. 22-16. Noise.

All permitted special events shall be subject to the noise regulations adopted by the Town. Such activities may also be subject to additional specific limitations on noise as set forth in the permit. Any violation of such conditions shall constitute grounds for immediate revocation of the permit by the Town Manager or designee.

Sec. 22-17. Revocation.

The Town Manager shall have the authority to revoke a special event permit issued pursuant to this Chapter upon violation of any of the requirements contained in the permit or in this Code. During the event, the Sheriff or the Fire Chief or their designee shall have the authority to order that the event cease if the continuance thereof will contribute to public disorder or endanger life or property, or if the application is found to be fraudulent in any manner.

Section 3. Severability. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions hereof.

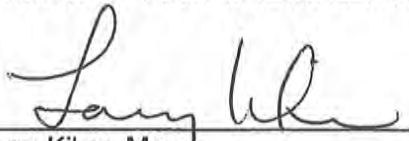
Section 4. Effective Date. This ordinance shall take effect immediately upon adoption by the Town Council.

The foregoing Ordinance was adopted by the Town Council upon a motion by Council Member List and seconded by Council Member Kosinski and upon being put to a roll call vote, the result was as follows:

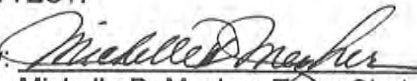
Larry Kiker, Mayor aye
Joe Kosinski aye
Alan Mandel aye

Bob Raymond, Vice Mayor aye
Jo List aye

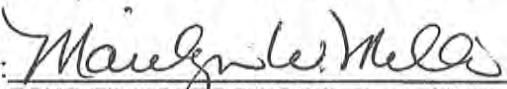
DULY PASSED AND ADOPTED THIS 4th DAY OF JUNE, 2012, BY THE TOWN COUNCIL OF THE TOWN OF FORT MYERS BEACH

By: 
Larry Kiker, Mayor

ATTEST:

By: 
Michelle D. Mayher, Town Clerk

Approved as to form and legal sufficiency:

By: 
FOWLER WHITE BOGGS, Town Attorney

RESOLUTION OF THE TOWN COUNCIL OF
THE TOWN OF FORT MYERS BEACH, FLORIDA
RESOLUTION NUMBER 12-08

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF FORT MYERS BEACH ADOPTING A SCHEDULE OF FEES FOR SPECIAL EVENTS IN THE TOWN OF FORT MYERS BEACH; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town Council has adopted Ordinance 12-04 relating to "Special Events" that are held by various groups and entities in the Town; and

WHEREAS, Section 22-4 of that Ordinance provides that all fees that relate to Special Events will be adopted by Town Council by resolution.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Fort Myers Beach, Florida as follows:

Section 1. The Town of Fort Myers Beach Special Events Schedule of Fees, as set forth on attached Exhibit "A" is hereby approved.

Section 2. *Effective Date.* This Resolution shall take effect on adoption.

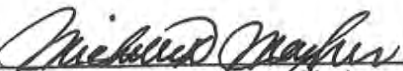
A motion to approve this Resolution was made by Council Member List and seconded by Council Member Kosinski and upon being put to a vote, the result was as follows:

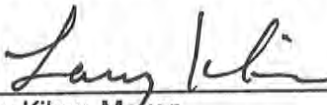
Larry Kiker, Mayor	aye
Bob Raymond, Vice-Mayor	aye
Jo List	aye
Alan Mandel	aye
Joe Kosinski	aye

ADOPTED ON THE 4th DAY OF JUNE, 2012.

ATTEST:

TOWN OF FORT MYERS BEACH

By: 
Michelle Mayher, Town Clerk

By: 
Larry Kiker, Mayor

Approved as to legal sufficiency by:

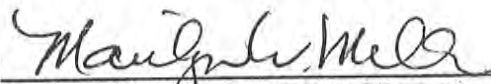
By: 
Fowler White Boggs, Town Attorney

Exhibit "A"

SPECIAL EVENTS SCHEDULE OF FEES

Special Event Permit Application Fees

Complete application received 45 days or more before Event:	\$ 40.00
Complete application received 22 - 44 days before Event:	\$ 40.00/each day of Event
Complete application received 14 – 21 days before Event:	\$ 75.00/each day of Event
Complete application received 10 -14 days before Event:	\$ 150.00/each day of Event
2 – 10 day events:	Additional 5% per day
Events for more than 10 days:	TBD by Town Manager

Anticipated number of attendees:

1 – 500	No additional fee
501 +	TBD by Town Manager

Banner Fee: \$ 160.00

Barricade Fee:

Barricade prices are set by a daily rental fee consistent with market prices plus a set up and breakdown fee. Prices are subject to change.

The type and amount of barricades needed for event shall be determined by Town Manager or designee consistent with applicable laws for highway safety.

Electric Fee:

Any Event wishing to utilize electricity from the Town must pay an Electric Use Fee, price determined by Town Manager or Designee based on Event size and duration.

Water Fee:

Any Event wishing to use the municipal water supply must contact the water department at (239) 463-9914 and acquire a temporary water meter and pay for all water used for duration of Event.

Parking Fee:

Any Event wishing to reserve public parking or utilize Town Right-of-Way where parking will be inaccessible to the general public shall pay for said parking at the rates charged by the Town for subscription parking.

Public Works Fee:

Any Event that generates trash, set up or breakdown, sign placing or any other activity that goes beyond the normal daily scope of work for the Public Works Department will be assessed a fee to cover incurred costs. The fee will be determined by the Public Works Director based on actual cost.

Recurring Events:

The fee for a Recurring Event shall be determined by the following formula: (Number of Dates) X (50% of Application Fee) + (Application Fee) Example = 52 Event Dates X \$20.00 = \$1040.00 + \$40.00 = \$1080.00. All recurring events shall have the appropriate percentage rate added to the (Application Fee) consistent with the current rates and fees as previously described.



FORT MYERS BEACH SPECIAL EVENT PERMITS 2013

No#	Permit No	Location of Event	DESCRIPTION	Date of the Event 2013	ABT	APPLICANT_NAME
1	SEP13-0004	7225 ESTERO BLVD	SANTINI TUESDAY FRESH MARKET	JAN - MAY 2013 RE	NO	SANTINI MARINA PLAZA
2	SEP13-0005	7225 ESTERO BLVD	DO-WOP FEST/ANTIQUE CAR CRUISE IN	19-Jan	YES	SANTINI MARINI PLAZA
3	SEP13-0006	1131 FIRST ST	3RD ANNUAL PUTT & PUB CRAWL	19-Jan	NO	FORT MYERS BEACH FRIENDS OF THE ARTS
4	SEP13-0007	1661 ESTERO BLVD	KEY ESTERO ARTS & CRAFTS SHOW	20-Jan	NO	KEY ESTERO SHERIFF AND FMBCC
5	SEP13-0008	7225 ESTERO BLVD	BROADWAY HITS TO THE SILVER SCREEN	24-Jan	YES	FORT MYERS BEACH FRIENDS OF THE ARTS
6	SEP13-0009	7225 ESTERO BLVD	FMB GOT TALENT SNOWBIRD SHINDING	9-Feb	YES	SANTINI MARINA PLAZA
7	SEP13-0010	1661 ESTERO BLVD	ARTS AND CRAFTS SHOW	10-Feb	NO	KEY ESTERO SHERIFF AND FMBCC
8	SEP13-0011	216 CONNECTICUT ST	LOVE LIGHTS LUMINARIES 2013	14-Feb	NO	THE FRIENDS OF THE MOUND HOUSE
9	SEP13-0012	190 TROPICAL SHORES WAY	6TH ANNUAL NATIVE PLANT SALE	16-Feb	NO	FRIENDS OF THE MATANZAS PRESERVE, INC
10	SEP13-0013	7225 ESTERO BLVD	CYRPRESS LAKE HIGH SCH ORCHESTRA	21-Feb	NO	FORT MYERS BEACH FRIENDS OF THE ARTS
11	SEP13-0014	1661 ESTERO BLVD	SNOWBIRD REUNION PARTY	23-Feb	YES	MIKE HOTZ
12	SEP13-0015	7225 ESTERO BLVD 405	SMOKIN' IN THE MANGROVES BBO	2-Mar	NO	SANTINI MARINA PLAZA
13	SEP13-0016	291 SEMINOLE WAY	SHRIMPFEET PARTY	9-Mar	YES	MIKE HOTZ
14	SEP13-0026	2201 ESTERO BLVD	SHRIMP FESTIVAL AND JUDGING	9-Mar	YES	LENA NERONI
15	SEP13-0027	1100 ESTERO BLVD	FMB LOINS SHRIMP FESTIVAL	MAR 9, 10	NO	FMB LOINS FOUNDATION, INC
16	SEP13-0028	EASEMENT	ST Raphael's Church Blessing of the Fleet	10-Mar	NO	BOB BUNTING
17	SEP13-0029	7205 ESTERO BLVD	ST. PATRICK (CASTAWAY)	16-Mar	YES	CASTAWAY BAR AND GRILL
18	SEP13-0030	6241 ESTERO BLVD	ESTERO ISLAND GARDEN CLUB GARGE SALE	16-Mar	NO	ESTERO ISLAND GARDENCLUB
19	SEP13-0031	150 OLD SAN CARLOS BLVD	FMB 15TH ANNUAL ST PATRICK'S DAY PARADE	16-Mar	NO	RAY MURPHY
20	SEP13-0032	1131 FIRST ST	2ND ANNUAL ST PATROCKS DAY BASH	16-Mar	YES	NERVOUS NELLIES
21	SEP13-0033	250 OLD SAN CARLOS BLVD	ANNUAL ST PATRICK'S DAY FESTIVAL	17-Mar	YES	TIM CHERRY
22	SEP13-0034	2201 ESTERO BLVD	ST PATTY'S DAY PARTY	17-Mar	YES	MIKE HOTZ
23	SEP13-0035	414/416 CRESCENT ST	CRUISER'S APPRECIATION DAY 2013	23-Mar	YES	FMB ANCHORAGE ADVISORY COMMITTEE
24	SEP13-0036	1131 FIRST ST	1ST ANNUAL FIREHOUSE FLAME OUT	24-Mar	YES	NERVOUS NELLIES
25	SEP13-0037	7205 ESTERO BLVD	AERT BAZAAR FOR SCHOLARSHIP	24-Mar	NO	FORT MYERS BEACH ART ASSOCIATION
26	SEP13-0038	2751 OAK ST	ANNUAL EASTER EGG HUNT	30-Mar	NO	CHAMBER OF COMMERCE
27	SEP13-0039	454 ESTERO BLVD	ESENBERG WEDDING	2-Apr	NO	LORI YOUNG
28	SEP13-0040	6890 ESTERO BLVD	SAND BASH 2013	APR 5-14	YES	BILL KNIGHT
29	SEP13-0041	1131 FIRST ST	2 ND ANNUAL SPRING FLING CONCERT	13-Apr	YES	NERVOUS NELLIES
30	SEP13-0042	325/327 ESTERO BLVD	WEDDING CERMONY AND REC	13-Apr	NO	MARY UHLHORN
31	SEP13-0043	2000 ESTERO BLVD	FORT MYERS BEACH RELAY FOR LIFE	APR 13-14	NO	AMERICAN CANCER SOCIETY
32	SEP13-0044	6890 ESTERO BLVD	BEACH TENNIS USA SUNSHINE SLAM	APR 17-21	NO	JIM LORENZO
33	SEP13-0045	6890 ESTERO BLVD	ROCKIN' ON THE BEACH	20-Apr	YES	MIKE RANDALL
34		BAY OAKS REC CENTER	BORG POKER CRAWL	20-Apr	NO	FMB BORG
35	SEP13-0046	7225 ESTERO BLVD	JUST DESSERTS, ARTS AND CRSFTS	20-Apr	YES	BONNIE ROBERTS
36	SEP13-0047	6425 ESTERO BLVD	7TH ANNUAL FMB FILM FESTIVAL	APR 24-28	NO	FORT MYERS BEACH FRIENDS OF THE ARTS
37	SEP13-0048	275/322 ESTERO BLVD	ULTIMATE WATER GAMES	28-Apr	NO	XTREME WATER GAMES, INC
38	SEP13-0049	1131 FIRST ST	18TH ANNUAL TASTE OF THE BEACH	28-Apr	YES	CHAMBER OF COMMERCE
39	SEP13-0050	6890 ESTERO BLVD	DIG THE BEACH	MAY 30 - JUN 3	NO	HEATHER CORMIER
40		50 ABERDEEN AVE	NUNEZ WEDDING	4-May	NO	JANET SAILIAN
41		7225 ESTERO BLVD	CELEBRATING MOMS AT SANTINI	4-May	YES	SANTINI MARINA PLAZA
42		6890 ESTERO BLVD	FLORIDA BEACH VILLEYBALL TOUR	MAY 4-5	NO	SURFSIDE VOLLEYBALL/PRO MOTIONS SPORTS
43		1131 FRIST STREET	3RD ANNUAL FMB SALTWATER CLASSIC	MAY 17-18	NO	BLUEWATER PROMOTIONS, INC.
44		FORT MYERS BEACH SHORELINE	HANDS ACROSS THE SANDS	18-May	NO	ROBIN CURLEY
45		5276 ESTERO BLVD	GAIR - FIEGEL WEDDING	25-May	NO	GRACE GAIR
46	SEP13-0051	1204/1206 ESTERO BLVD	LOCAL TAKE BACK THE BEACH	1-Jun	YES	MERMAID
47	SEP13-0052	261 KEY WEST CT	BEHIMER WEDDING	20-Jun	NO	JOHN BEHIMER
48	SEP13-0053	EASEMENT	TIMES SQUARE CELEBRATION 2013-2014	JUN 2013 - JUN 2014	NO	STEVEN MAILLAKAKIS

FORT MYERS BEACH SPECIAL EVENT PERMITS 2013

No#	Permit No	Location of Event	DESCRIPTION	Date of the Event 2013	ABT	APPLICANT_NAME
49	SEP13-0054	2301 ESTERO BLVD #07	GRAND OPENING	29-Jun	NO	WANDA LINATSAS
50	SEP13-0055	2731 OAK ST	SUMMER FILM SERIES	JUL - AUG 27	NO	FORT MYERS BEACH FRIENDS OF THE ARTS
51	SEP13-0056	THIRD ST	JULY 4TH PARADE 2013	4-Jul	NO	TOWN OF FORT MYERS BEACH
52	SEP13-0057	EASEMENT	4TH OF JULY CELEBRATION AND FIREWORKS 2013	4-Jul	NO	TOWN OF FORT MYERS BEACH
53	SEP13-0058	EASEMENT	FMB FIREWORKS SHOW	4-Jul	NO	JOHN SCANLON
54	SEP13-0059	4850 ESTERO BLVD	WEDDING OF GABRIELE AND HERBERT BRANDL	6-Jul	NO	CHRISTINE BAUMEISTER
55	SEP13-0060	275/322 ESTERO BLVD	4TH ANNUAL GREAT AMERICAN CHILI COOK OFF	14-Jul	NO	CRAIG PAMETON
56	SEP13-0061	6890 ESTERO BLVD	BAFEFOOT BEACH RUGBY TOURNAMENT	20-Jul	NO	NAPLES HAMMERHEAD RUGBY CLUB
57	SEP13-0062	1167 ESTERO BLVD	11TH ANNUAL HAMMERHEAD RUGBY CRAWL	CANCEL	NO	BRYAN VINCE / BRUCE CERMAK
58	SEP13-0063	1400 ESTERO BLVD	KEEY CONIDARIS BLOOD DRIVE- FMB CHALLENGE	CANCEL	NO	KATHY CONIDARIS
59	SEP13-0064	6890 ESTERO BLVD	MAJOR BEACH SOCCER	JUL 26-28	NO	UNITED SOCCER LEAGUES
60		JUNKANOO'S	KEEP THE SPIRIT OF 45 ALIVE	11-Aug	NO	FMB SPIRIT OF 45
61		416 CRESCENT STREET	BACK BAY LUAU AND PIG ROAST	18-Aug	NO	MATANZAS INN
62		BAY OAKS REC COMPLEX	ROYAL PALMCLASSIC CHAMPIONSHIP	7-Sep	NO	FMB BORC
63		2400 ESTERO BLVD	BEACH BASH SPECIAL EVENT	7-Sep	YES	VETERANS CLUB OF AMERICA #1
64		BEACH ACCESS #19	WEDDING BOOMGARDEN - CROESSMANN	9-Sep	NO	TROPICAL WEDDING PLANNERS
65		416 CRESCENT STREET	9TH ANNUAL FILLET AND RELEASE FISHING TOURN	14-Sep	YES	MANTANZAS INN
66		7225 ESTERO BLVD	3RD ANNUAL KEY WEST CELEBRATION	21-Sep	NO	SANTINI MARINA PLAZA
67		BEACH ACCESS #14	WEDDING - LATIMER/MCCULLOCH	28-Sep	NO	MARY MCCULLOCH
68		7225 ESTERO BLVD	SANTINI FRESHMARKET	OCT 2013 - APRIL 2014	NO	SANTINI MARINA PLAZA
69		BEACH ACCESS #19	WEDDING - NUMRICH - MAREK	11-Oct	NO	TROPICAL WEDDING PLANNERS
70		OLD SAN CARLOS BLVD	FMB PIRATE FEST 2013	OCT 11-13	YES	CHAMBER OF COMMERCE
71		TIMES SQUARE	WESTERHOUW SCHOLAR FUND RAISER	12-Oct	NO	JIM KIMBARUCH
72		BEACH ACCESS #19	WEDDING - GREINER /KURP	15-Oct	NO	TROPICAL WEDDING PLANNERS
73		BEACH ACCESS #19	WEDDING - LUEDICKE/LIFAU	17-Oct	NO	TROPICAL WEDDING PLANNERS
74		CRSCENT FAMILY PARK	FLORIDIANS FOR CLEAN WATER RALLY	19-Oct	NO	SIERRA CLUB
75		7225 ESTERO BLVD	3RD ANNUAL PAWSITIVELY AMAZING HOWL'WEEN PET	19-Oct	YES	SANTINI SELF STORAGE
76		FISHTALE MARINA	MONOFILAMENT MADNESS	26-Oct	NO	KEEP LEE COUNTY BEAUTIFUL
77		7225 ESTERO BLVD	3RD ANNUAL SANTINI SEAFOOD FESTIVAL	2-Nov	YES	SANTINI SELF STORAGE
78		7205 ESTERO BLVD	4TH ANNUAL PAINT THE BEACH	NOV 4-10	YES	FORT MYERS BEACH ART ASSOCIATION
79		126 MANGO STREET	WINE DINNER	9-Nov	YES	DAN ANDRE
80		PINK SHELL	5K OBSTACLE COURSE BEACHRUN	9-Nov	NO	EIDENT SPORTS MARKING
81		OLD SAN CARLOS BLVD	FORT MYERS BEACH MARATHON	NOV 9-10	NO	EIDENT SPORTS MARKING
82		BEACH ACCESS #24	WEDDING STANFORD-MANNINA	16-Nov	NO	DAWN MANNINA
83	SEP13-0068	5276 ESTERO BLVD	WEDDING - FILIPPONE-GRAVES	16-Nov	NO	SHELDON GRAVES
84		6890 ESTERO BLVD	27TH AMERICAN SAND SCULPTING CHAMPIONSHIP	NOV 16 - DEC 3	YES	PINCHERS / BIG C EVENTS
85		BEACH ACCESS #19	WEDDING - SEPHAN - QUERGEN	18-Nov	NO	TROPICAL WEDDING PLANNERS
86	SEP13-0069	BEACH ACCESS #19	WEDDING - STEFAN - SCHEIBE	20-Nov	NO	TROPICAL WEDDING PLANNERS
87		7225 ESTERO BLVD	3RD ANNUAL SANTINICOMMUNITY CHRISTMAS CEL	14-Dec	NO	SANTINI SELF STORAGE
88		684 ESTERO BLVD	WEDDING - SETTERHOLM - WRIGHT	14-Dec	NO	MARIA SETTERHOLM
89		1204 ESTERO BLVD	NEW YEAR'S CELEBRATION	31-Dec	YES	MERMAID
90		LYNN HALL PARK	TOWN'S 18TH B-DAY CELEBRATION	31-Dec	NO	TOWN OF FORT MYERS BEACH
91		TIMES SQUARE	FMB NEW YEAR'S CELEBRATION	31-Dec	NO	RUDY TREASURE CHEST
92	SEP13-0074	4360 ESTERO BLVD	TIKI ON THE BEACH	31-Dec		TROPICAL WEDDING PLANNERS



Special Event Application Checklist

TOWN USE

Confirmation/Date Received

- ☐ Name of Special Event and purpose _____
- ☐ Name(s) of person(s) or organization(s) sponsoring Special Event with address, telephone numbers and email addresses of all such persons or organizations _____
- ☐ Proposed date or dates of Special Event _____
- ☐ The specific location within the Town where the Special Event is to be held _____
- ☐ Site Plan describing the layout of the Special Event, including locations of all temporary structures including but not limited to; vendor(s), tent(s), cooking, port-a-let(s), streets and barricades _____
- ☐ Expected number of participants _____
- ☐ Description of how vehicle parking will be managed _____
- ☐ Request to use Town Right-of-Way Parking? If so, location(s), number of spots and date(s) and times. Payment received? _____
- ☐ Description of trash management including company or person(s) responsible for trash removal, type and number of trash receptacles utilized and party responsible for payment _____
- ☐ Request to close street(s)? If so, which street(s) and time of closure? _____
- ☐ Request to rent barricades for street closure and payment (if applicable) _____
- ☐ Request to close bridge(s)? If so, which bridge(s) and time of closure? _____
- ☐ Request to hang banner(s) and payment? If so, what location(s) and dates? _____
- ☐ Application from Florida Department of Business and Professional Regulation, Division of Alcoholic Beverage and Tobacco submitted to serve alcohol at event (if applicable) _____
- ☐ Request to waive Open Container Ordinance in Town Right-of-Way? (if applicable) _____
- ☐ Details of entertainment provided, times and location(s) _____
- ☐ Municipal electric connection required and payment received? _____

Town of Fort Myers Beach
2523 Estero Blvd.
Fort Myers Beach, Florida 33931
(239) 765-0202 Fax (239) 765-0909



Special Event Application Checklist

TOWN USE

Confirmation/Date Received

- | | | |
|--------------------------|---|-------|
| ☐ | Municipal water connection required and payment received? | _____ |
| ☐ | Proof of submittal to any and all applicable agencies | _____ |
| ☐ | Application Fee | _____ |
| ☐ | Security Deposit (if applicable) | _____ |
| ☐ | Certificate of Insurance naming Town of Fort Myers Beach as a Certificate Holder and an Additional Insured | _____ |
| ☐ | Provide notice to home owners in residential areas within 500 feet of Special Event if any amplified sound will be included (if applicable) | _____ |
| ☐ | Town Council Approval (if applicable) | _____ |

Town of Fort Myers Beach
2523 Estero Blvd.
Fort Myers Beach, Florida 33931
(239) 765-0202 Fax (239) 765-0909

TOWN of FORT MYERS BEACH SPECIAL EVENT APPLICATION



Describe event including times, dates, activities and general overview of event.

For special events requesting public assistance-define Public Purpose

Date(s) and times of event _____

Name of event _____

Address of event _____

Expected # of participants _____

Organization _____

Organization address _____

Contact Person _____

Contact Phone # _____

Fax # _____

E-mail _____

Request for Public Assistance Yes _____ No _____

Amount of Request (If applicable) _____

This permit is subject to the applicant meeting all requirements contained in Fort Myers Beach Ordinances #12-04 and compliance with all items in the special event application

FOR GROUPS REQUESTING FINANCIAL ASSISTANCE:

Four (4) copies of the application and all supporting documents must be submitted to the Finance Department no later than April 30th. The request will be considered for inclusion in the next FY budget (October-September).

Office Use Only:

Date Received: _____

By: _____

Amount Paid: _____

Cash/Check #: _____

2523 Estero Boulevard, Fort Myers Beach, Florida 33931

Tel: (239) 765-0202 * Fax: (239) 765-0909

www.FortMyersBeachFL.gov

Applicant to Complete:

Company managing trash removal: _____

No. of dumpsters: _____ **Type of dumpsters:** _____

Who is responsible for clean-up and payment: _____

City right-of-way Parking Use: _____ **Number of spaces:** _____

Request to hang banner(s):	Yes	No
Road Closure:	Yes	No
Bridge Closure:	Yes	No
Electric:	Yes	No
Water:	Yes	No

Required Approvals

FMB Public Works:

Tel (239)765-0202

Fax (239)765-0909

Public Works remarks: _____

Check list: Application _____ Site Plan _____ Description _____

FMB-Public Works approval: _____ **Date:** _____

Florida DEP: Jennie Cowart
Pager 1-850-488-7708

Tel (239)344-5627 Fax (850)412-0590
email: Jennifer.cowart@dep.state.fl.us

Florida DEP remarks: _____

Check list: Application _____ Site Plan _____ Description _____

Florida DEP approval: _____ Date: _____

FMB Environment Science: Keith Laakkonen Tel (239)765-0202 Fax (239)765-0909

FMB Environmental Sciences remarks: _____

Check list: Application _____ Site Plan _____ Description _____

FMB approval: _____ Date: _____

Turtle Time Inc.: Eve Haverfield

Tel (239)481-5566 eve@turtletime.org

Turtle Time remarks: _____

Check list: Application _____ Site Plan _____ Description _____

Turtle Time approval: _____ Date: _____

FORT MYERS BEACH FIRE DEPT
17891 San Carlos Blvd., Fort Myers Beach, FL 33931

Tel (239)590-4206
Fax (239)463-6761

Fire Guards: (how many?) _____

Fee: _____

Flammable Vegetation: _____

First Aid Equipment: _____

Fire Extinguishing Equipment: _____

Special Arrangements: _____

Check list: Application _____ Site Plan _____ Description _____

Print Name

Approval Signature

Date

LEE COUNTY SHERIFF'S DEPT Tel (239)477-1830 Fax (239)432-0268
15650 Pine Ridge Road, Fort Myers, FL 33908

Parking: _____

Deputies (how many?) _____

Traffic Control: _____

Fees: _____

Special Arrangements: _____

Check list: Application _____ Site Plan _____ Description _____

Print Name

Approval Signature

Date