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**Sec. 15-182. Application fee; agreement.**

(a) Notwithstanding any other provision of the City of Fort Lauderdale's Code of Ordinances and Unified Land Development Regulations (ULDR), the city commission may, after a special event application has been received and reviewed by the parks and recreation department, and after passage of an appropriate motion, permit an event coming under the provisions of this article to operate within the city for temporary periods of time. Such application shall be filed with the parks and recreation department not less than ninety (90) days for all events, and no less than seven (7) days in the case of outdoor social service events under section 15-186, in advance of the beginning date of the event and shall contain a detailed proposal and description of the location, hours and dates of operation, and a copy of any contract between the applicant and property owner of the property on which the event is to be held (if applicable), or any person providing rides, mechanical entertainment or amusement devices for the event. Except for outdoor social service events under section 15-186 and city-sponsored events under section 15-185, the applicant shall pay a special event application fee of \$500.00 per event application that is filed with the parks and recreation department pursuant to the terms and conditions of this section. Each event application may include multiple consecutive event dates for the same event location, provided such dates are within ninety (90) days of the first outdoor event date. Any event application not received by the parks and recreation department within the time prescribed above is late. A late application received by the parks and recreation department less than ninety (90) days, but more than seventy-five (75) days, in advance of the first event date is subject to an additional application processing fee of \$500.00, and any application received less than seventy-five (75) days, but more sixty (60) days, prior to the first event date is subject to an additional fee of \$1,000. An application submitted less than sixty (60) days prior to the first event date shall require the written approval of the city manager before the event application is processed by the parks and recreation department. The city manager or designee has the authority to reject an event application if it is determined, at the sole discretion of the city manager or designee, there is insufficient city staff or resources to support the event. Social service events shall be approved by the city manager or designee.

(i) Special events that impact city parks or recreation facilities shall also secure a city park license, in addition to the applicable special event application fee established by 15-182(a). The park license fee amount shall be calculated based on each event's anticipated impact to the public's use of the park space or recreation facility, which shall be determined by the parks and recreation department based on the following four (4) criteria as defined in Section 15-182(a)(iii): no impact, limited impact, moderate impact, major impact. Events determined to have no impact shall not pay a park license fee; limited impact events shall pay a license fee equal to two (2) times the special event application fee, in addition to any applicable late processing fees due pursuant to Section 15-182(a); moderate impact events shall pay a license fee equal to three (3) times the special event application fee, in addition to any applicable late processing fees due pursuant to Section 15-182(a); and major impact events shall pay a license fee equal to five (5) times the special event application fee, in addition to any applicable any late processing fees due pursuant to Section 15-182(a). **Riverwalk Fort Lauderdale and Open Spaces Coordinator are exempt from the city park license requirement.**

(ii) Special events that require the use of city beach property shall also secure a city temporary beach license, in addition to the applicable special event application fee established by 15-182(a). The beach license fee amount shall be calculated based on the each event's anticipated impact to the public's use of the beach which shall be determined by the parks and recreation department shall determine the impact to the public use of the beach, based on four (4) criteria defined in Section 15-182(a)(iii): no impact, limited impact, moderate impact, or major impact. Events determined to have no impact shall not pay a beach license fee; limited impact events shall pay \$500.00 per day that the beach is impacted, including each day for event set-up and breakdown days and any applicable late processing fees due pursuant to Section 15-182(a); moderate impact events shall pay \$1,000.00 per day that the beach is impacted, including each day for event set-up and breakdown days and any applicable late processing fees due pursuant to Section

<p>Patricia SaintVil-Joseph 2024-09-19 14:15:00 -----</p>
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15-182(a); and major impact events shall pay \$2,500.00 per day that the beach is impacted, including each day for event set-up and breakdown days and any applicable late processing fees due pursuant to Section 15-182(a). Riverwalk Fort Lauderdale and Open Spaces Coordinator are exempt from the beach license requirement.

(iii) The special event impact on the public’s use of a city park, recreation facility, or beach spaces shall be determined by the parks and recreation department. The parks and recreation director, or designee, shall evaluate each event application with the special events committee to determine the event’s anticipated impact associated to the public’s use of a city park, recreation facility, or beach space. The evaluation process and criteria are defined in Section 15-182(a)(iv) and the level of impact shall be determined based on the total score for each event application. For park license and beach license impact determination, a score of less than 10 is defined as a no impact event, 11-14 is a limited impact event, 14-17 is a moderate impact event, and a score of 18 or above is a major impact event.

(iv) The following evaluation criteria and point system shall be used by the special events committee to calculate an event’s overall impact on the public’s use of a city park, recreation facility, or beach space.

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2024-09-19  
20:17:00

Impact	Criteria	Scoring Rubric
<b>Number of Participants</b>	0 - 499	0
	501 - 1,999	1
	2,000 - 4,999	2
	5,000+	3
	10,000+	4
	20,000+	5
<b>Road Closure Requirements</b>	No closure	0
	Partial closure (1 Lane)	1
	Full closure	2
<b>Road Closure Quantity</b>	Single Road impacted	0
	More than 1 road impacted (1pt for each road impacted)	1
<b>Road Closure Duration</b>	Single Day	0
	Multiple Days	1
<b>Road Closure Type</b>	Minor Roadway	0
	Major Roadway	2
<b>Road Closure Day of Week</b>	Impacts on Saturday or Sunday	1
	Impacts on Monday - Friday	2
<b>Alcohol</b>	No	0
	Yes	1

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**Public Access to Park**

Not restricted

0

Partially restricted

1

	Fully restricted	2
<b>Event Location</b>	Not on the Barrier Island	0
	On the Barrier Island	1
<b>Use of beach/on sand</b>	No	0
	Yes	1
<b>Turtle Season</b>	No	0
	Yes - Not on barrier island	0
	Yes - On barrier island	1
<b>Event Duration</b>	1 Day	1
	2-3 Days	2
	4+ Days	3
<b>Set-up &amp; Breakdown Duration</b>	Set up/Breakdown same day as event	0
	Less than 5 days of set-up/breakdown	1
	5 to 7 <del>or more</del> days of set-up/breakdown	2
	7 <del>or more</del> days of set-up/breakdown	3
<b>Amplified Music/Sound</b>	No	0
	Yes	1
<b>Additional Permitting</b>	No	0
	Yes	1
<b>MOT Required</b>	No	0
	Yes	1
<b>Turtle Permit Required</b>	No	0
	Yes	1
<b>Public Safety Details</b>	No	0
	Police	1
	Fire Rescue	1
	Fire Inspection	1

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- (b) With the exception of outdoor social service events under section 15-186, if the information submitted by the applicant is responsive and if the parks and recreation department has reviewed and approved the application, the city shall prepare and submit to the applicant an agreement incorporating the terms and conditions listed in section 15-183 and such other terms and conditions as the city may specify. If the parks and recreation department determines that the event is subject to the provisions of section 15-186, the application is to be processed as outlined in section 15-186.
  - (c) With the exception of outdoor social service events under section 15-186, no person or organization shall hold an outdoor event prior to the delivery to the city of properly executed copies of the agreement and the certificate of insurance provided for in this article.

(d) Permits issued for outdoor social service events pursuant to section 15-186, shall be valid for a period of one (1) calendar month and shall be renewed monthly on the first business day of each month. Permit applications submitted after the first of the month shall be valid for the remainder of that month with a renewal required for the following calendar month.

(e) Event organizers must comply with all components of the application and agreement. Failure to comply will result in fines of one thousand dollars (\$1,000.00) for the first violation, two thousand dollars (\$2,000.00) for the second violation, and three thousand dollars (\$3,000.00) for the third violation. If an event organizer receives three (3) violations over a three-year period, they will need city commission approval to submit future applications.

Ben Rogers  
2024-09-05  
13:37:00

(Ord. No. C-91-89, § 1, 1-7-92; Ord. No. C-12-14, § 2, 5-1-12 ; Ord. No. C-17-20 , § 2, 8-22-17; Ord. No. C-18-48 , § 2, 1-8-19; Ord. No. C-19-36 , § 2, 12-3-19)

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2024-09-20

### Sec. 15-183. Outdoor event requirements.

(a) With the exception of outdoor social service events under section 15-186, the agreement for outdoor events shall contain the following terms and conditions:

- (1) The use of fireworks shall comply with all applicable state laws and requires a fireworks permit from the city fire-rescue department.
- (2) Sanitary facilities shall be provided and shall be of the type and in a sufficient number as to meet the requirements established by the development services department.
- (3) The development services department shall conduct electrical inspections of all electrical facilities whether power is supplied by local utilities or is self-provided by generator systems.
- (4) Sponsors of events at which food or beverages will be sold or distributed shall meet all applicable state, county and city health codes.
- (5) Current flameproof certificates must be provided for all canvas tents, awnings or canopies and shall be submitted for approval to the city fire-rescue department.
- (6) The applicant shall pay for the expense of all city services provided as a result of the event identified by city staff prior to the event. The police department may require the applicant to provide and pay for security personnel for crowd control and traffic direction purposes. The fire-rescue department may require the applicant to provide and pay for EMS and fire watch personnel, or both. Police, fire and EMS costs are exempt from prior notice provisions.
- (7) The applicant shall provide a certificate of insurance satisfactory to the office of the risk manager, such insurance to be comprehensive general liability insurance in a minimum amount of one million dollars (\$1,000,000.00) combined single limit coverage, naming the city as an additional insured. If alcoholic beverages are to be dispensed, served, sold or distributed at the outdoor event, the applicant shall in addition provide liquor liability insurance in a minimum amount of five hundred thousand dollars (\$500,000.00). The applicant shall also agree to indemnify and hold harmless the city for any damage to person or property which might occur during or as a result of the operation of the outdoor event. **If the promoter is utilizing any inflatable devices (ex. Bounce house), a two million dollar (\$2,000,000) general liability insurance policy is required.**

(Ord. No. C-91-89, § 1, 1-7-92; Ord. No. C-12-14, § 3, 5-1-12 ; Ord. No. C-17-20 , § 3, 8-22-17; Ord. No. C-17-28 , § 79, 9-13-17; Ord. No. C-18-48 , § 3, 1-8-19; Ord. No. C-22-13 , § 35, 4-19-22)

### Sec. 15-184. Exceptions.

(a) A self-insured governmental entity may be exempted from the insurance requirements of this article.

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(Supp. No. 62)

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- (b) The parks and recreation department, in consultation with the risk manager, shall determine whether an event qualifies as a minor outdoor activity based on the following factors:
    - (1) Not anticipated to exceed the capacity of the facility or other property proposed to be used;
    - (2) Limited or no closing of streets/limited impact on traffic;
    - (3) Limited parking and noise in surrounding neighborhood(s);
    - (4) The absence of activities having an inherent risk or which increased exposure for either bodily injury or property damage;
    - (5) Limited size and scope of event; limited use of facility outside of normal use; no activities involving third party vendors.

The sponsor of a proposed minor outdoor activity shall submit all details of such proposed activity to the parks and recreation department at least ninety (90) days in advance of the event. If an event is determined to be a minor outdoor activity, it shall be exempted from the provisions of section 15-183(a)(7) of this article.

- (c) Outdoor social service events under section 15-186 shall not be permitted upon any public beach, as defined in section 8-71 of this Code.
- (d) Social service events under section 15-186, may be provided in response to a declaration of a state of emergency by the city and such provision of service shall not be subject to these requirements.

(Ord. No. C-91-89, § 1, 1-7-92; Ord. No. C-12-14, § 4, 5-1-12 ; Ord. No. C-17-20 , § 4, 8-22-17; Ord. No. C-18-48 , § 4, 1-8-19; Ord. No. C-19-36 , § 3, 12-3-19)

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2024-09-20 15:07:00

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Consistent with proposed amendments to 15-182.

### **Sec. 15-185. Exception for city-sponsored events.**

Events sponsored by the city, or events related to recreational programs pursuant to written agreement with the city, and held at municipal facilities or on other property owned or controlled by a governmental entity are exempt from the provisions of this article. A sponsored event is one which is solely planned, organized and funded by the city.

(Ord. No. C-91-89, § 1, 1-7-92; Ord. No. C-17-20 , § 5, 8-22-17)

### **Sec. 15-186. Supplemental regulations for outdoor social service events.**

- (a) An application for an outdoor social service event shall contain the following information:
  - (1) The name of the individual or organization that plans, organizes and is responsible for the execution of the outdoor social service event;
  - (2) The date or dates when the outdoor social service event will occur;
  - (3) The times of day when the outdoor social service event is anticipated to begin and end;
  - (4) The street address or addresses of where the outdoor social service event is anticipated to be held, or if the location has no street address, a description of the location by street block number or by naming the nearest intersecting streets; and
  - (5) The approximate or expected number of service providers and the approximate or expected number of individuals that will be served, provided the number of individuals that are anticipated to be served exceeds fifteen (15) individuals at the same outdoor social service event.
- (b) All outdoor social service events shall:

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- (1) Not be closer than five hundred (500) feet from another outdoor social service event;
  - (2) Not be any closer than five hundred (500) feet from a residential property as defined in section 47-35 of the ULDR;
- (c) Applicants for outdoor social service events which serve more than fifteen (15) members of the public must obtain a permit as set forth herein and shall:
- (1) Have written consent from the property owner to conduct that activity on the property: if the city is the property owner, the city manager or the city manager's designee is authorized to provide written consent on behalf of the city. If the city manager or the city manager's designee withholds consent to conduct the activity on the property, the reason(s) for denial shall be provided in writing to the applicant.
  - (2) Have and provide a sufficient number of trash bags to dispose of the solid waste generated by the service provided; and
  - (3) Remove or cause the removal of all trash or debris from the event site that was generated by the service or distribution of food, and shall deposit the trash or debris in a public trash receptacle, or in a private trash receptacle if permission from the receptacle owner has been obtained.
- (d) Mobile shower and hygiene facilities shall:
- (1) have shower stalls and wash basins fully enclosed upon or within any vehicle, cart, trailer, or apparatus;
  - (2) have sufficient dressing areas within the enclosed shower and hygiene facility to avoid any dressing or undressing outside of the mobile vehicle, cart, trailer, or apparatus, which is strictly forbidden;
  - (3) provide for complete privacy within the enclosed mobile vehicle, cart, trailer, or apparatus, from outside viewing;
  - (4) have sufficient enclosed storage capacity for gray water;
  - (5) use potable water for all showers and wash basins;
  - (6) provide for segregated separate showering areas for men and women, if more than one person is permitted to shower at one time;
  - (7) provide for segregated separate showering between adults and children when they are not in the same family; and
  - (8) not operate before the hours of 7:00 am or after dusk.
- (e) Where section 15-186 conflicts with any other section of article V, the requirements of section 15-186 shall govern.
- (f) The city manager or the city manager's designee shall issue a permit to the applicant evidencing that the requirements of this article have been met.
- (g) The city manager or the city manager's designee may deny, revoke or suspend any permit issued pursuant to this article if the event violates any of the regulations set forth in this article. Upon the denial, revocation, or suspension the city manager or his or her designee shall give notice of such action to the event organizer, as identified on the application, in writing stating the action which has been taken and the reason therefor. The event organizer may request a hearing to appeal such denial, revocation or suspension to the city manager within three (3) days of receipt of the notice. An appeal does not stay the decision of the city manager.
- (h) If the outdoor event is conducted after notice of the denial, revocation, or suspension of the event, the event organizer shall be subject to the penalties in section 1-6 of this Code. Each day the violation exists shall constitute a separate violation under this article and shall be punishable as such.

( Ord. No. C-17-20 , § 6, 8-22-17; Ord. No. C-18-48 , § 5, 1-8-19)

