

1 attractions and event organizers; (b) employing local craftsmen, performers, technicians,
2 promoters, suppliers and others who make an event work; and (c) attracting attention and
3 interest to Tampa from opinion leaders and decision-makers outside our region and
4 fostering a continuing positive identity for the city;

5
6 **WHEREAS**, special events: (a) create wonderful memories and provide the
7 bonding that every community needs for economic growth and civic awareness; (b)
8 generate cultural and social benefits by instilling community pride; and (c) provide
9 unique and inclusive opportunities that bring together people from different backgrounds
10 and different neighborhoods safely on city streets and in city neighborhoods and parks;

11
12 **WHEREAS**, special events: (a) generate recreational benefits by offering
13 interactive and participatory experiences that offer health and fitness opportunities; (b)
14 introduce citizens and visitors to outdoor parks and community gathering places; and (c)
15 take advantage of Tampa's unique climate and environmental assets;

16
17 **WHEREAS**, special events help to promote Tampa as a "City of the Arts," where
18 residents and visitors of all ages can enjoy and be enriched by a wide array of creative
19 pursuits;

20
21 **WHEREAS**, the City of Tampa encourages and supports the safe and enjoyable
22 interaction of neighbors, friends, families and visitors through the shared experience of
23 special events;

24
25 **WHEREAS**, the purpose of this Ordinance is to promote special events by
26 balancing the interests and needs of our citizens and event promoters with the available
27 City resources to support them;

28
29 **WHEREAS**, the purpose of this Ordinance is to institute a uniform special event
30 permitting process for special events so that the City can effectively regulate the time,
31 place and manner of special events in order to protect public health and safety, to reduce
32 adverse impacts on the event site and neighboring areas, and to protect the rights of other
33 public users of our public places; and

34
35 **WHEREAS**, it is the desire of the City to authorize the use of rights-of-way and
36 parks and recreation facilities for special events through special event permits issued by
37 the official.

38
39 **NOW, THEREFORE,**

40
41 **BE IT ORDAINED BY THE CITY COUNCIL**
42 **OF THE CITY OF TAMPA, FLORIDA:**

43
44 **Section 1. Enactment of City of Tampa Code of Ordinances Chapter 28:**
45 **Chapter 28, Special Events, shall be hereby established and enacted as follows:**
46

1 **Article I. Administrative Provisions; Definitions; Exemptions.**

2
3 **Sec. 28-1. Purpose.**

4
5 (a) The purpose and intent of this chapter is to identify when and where a special
6 event permit is required within the city that affects public parks and/or public rights-of-
7 way and to establish uniform standards for review and approval of special events. These
8 standards are designed to protect and promote the health, safety and welfare of persons
9 within the city and to provide uniform requirements for the review and approval of
10 special event permits. This chapter does not include the standards for regulation of
11 special events held entirely on private property and that are regulated by Chapter 27,
12 Zoning, of the City of Tampa Code of Ordinances; provided, however, if an aspect of the
13 event, such as valet parking, forms a component of the event then additional code
14 provisions may apply. These standards are intended to provide for the regulation and
15 enforcement of this chapter.

16
17 **Sec. 28-2. Short Title.**

18
19 This chapter shall be referred to and cited as the "City of Tampa Special Event
20 Code."

21
22 **Sec. 28-3. Administrative Authority.**

23
24 The provisions of this chapter shall be administered, interpreted and enforced by
25 the official, as defined in Chapter 1 of this code. Upon issuance of a special event permit,
26 the provisions of this chapter shall be enforced, respectively, through the Department of
27 Code Enforcement (Code Enforcement), the Tampa Police Department and the Tampa
28 Fire Rescue Department, whom are hereby authorized and directed to enforce this
29 chapter.

30
31 **Sec. 28-4. Words Defined.**

32
33 For purposes of this chapter, the following words, terms, phrases and their
34 derivatives shall have the meanings set forth in this section. Any word, term or phrase
35 not defined in this section shall have the meaning assigned in the city code, however, if
36 not defined elsewhere in the city code, then the definition assigned in the dictionary
37 identified in section 1-3 of this code shall control. When consistent with the context, the
38 present tense includes the future tense; the plural shall include the singular number and
39 the singular number shall include the plural number.

40
41 (a) *Admission Fee* means that certain fee that a person is required to pay to access the
42 event as a spectator, but excludes those fees paid for special privileges such as bleacher
43 seating at an event where a spectator is not required to pay to access the event and may
44 otherwise view the event from a park or public right of way. This definition does not
45 include any fees that a person may be required to pay to participate in an event.

1 (b) *Applicant* means any person or organization seeking to obtain a special event
2 permit and that has formally submitted the appropriate forms with the city.
3

4 (c) *Application Processing Fee* means that certain non-refundable fee required at the
5 time of submitting a special event permit application. Said fee being established by city
6 council resolution and intended to cover part of the costs to review the application
7 regardless of whether the special event permit is issued or not.
8

9 (d) *Amplified Sound* means any sound projected or transmitted by artificial means,
10 including, but not limited to, loud speakers, amplifiers, beat box, compact disc or digital
11 media device, turn tables, 8-track/cassette player, powered mega-phones or similar
12 devices.
13

14 (e) *Block party* means an organized neighborhood or public gathering on a public
15 right-of-way (street, sidewalk or alley) on a specified date at a specific time and place
16 when such is confined to a designated area and when such is to occur only at a time
17 between the hours permitted by this code.
18

19 (f) *Chief of the Fire Rescue Department* means the chief of the Fire and Rescue
20 Department of the city.
21

22 (g) *Chief of Police* means the chief of police of the city.
23

24 (h) *City Co-Sponsored Event* means any event where the city provides or contributes
25 service(s). The following are recognized co-sponsored Events: (1) Gasparilla parade; (2)
26 Krewe Knights of Sant' Yago Knight Parade; (3) Veterans' Day parade; (4) Gasparilla
27 Distance Classic Races; (5) Children's Gasparilla parade; and (6) other official public
28 events, as designated by the city.
29

30 (i) *City* means the City of Tampa.
31

32 (j) *City Department* means any department of the city or division thereof.
33

34 (k) *City Park* means any property owned by the city and designated as a "dedicated
35 City Park" pursuant to section 16-91 of this code or other city owned, leased, operated or
36 maintained by the city pursuant to Chapter 16 of this code or by executive order as a
37 public park or space.
38

39 (l) *E.M.S.* means emergency medical services provided by Tampa Fire Rescue or
40 other duly licensed, constituted or authorized medical services first responder.
41

42 (m) *Interlocal Agreement* means an agreement between the City and another
43 governmental entity entered into pursuant to Florida Statute, Chapter 163.
44

45 (n) *Material Misrepresentation* means the falsification of information provided in an
46 application or request for a special event permit.

1
2 (o) *Organized Competitive Event* means any planned race, walk, derby, or event,
3 whether human powered or otherwise, that involves a contest of skill(s) and/or strength
4 and takes place upon public rights-of-way, parks, or both.

5
6 (p) *Permittee* means any person or organization that has been granted a special event
7 permit.

8
9 (q) *Private road or drive or driveway* means every way or place in private ownership
10 and used for vehicular travel by the owner and those having express or implied
11 permission from the owner, but not by other persons.

12
13 (r) *Procession* means a public or private march, run, cortege, walk, cavalcade,
14 autocade, parade of any kind, other gathering of persons that occurs upon public right-of-
15 way, park or both that is used for vehicular traffic.

16
17 (s) *Protective Services* are security measures from, but not limited to, local, state and
18 federal officials designated to protect secured zones around certain venues or foreign and
19 domestic dignitaries engaged in official functions in the City.

20
21 (t) *Public Assembly* means any public gathering, demonstration, picket, rally, gala,
22 ceremony, celebration, or other gathering of persons upon right-of-way, park or both that
23 does not occur upon areas of the right-of-way used for vehicular traffic.

24
25 (u) *Right-of-way* means any street, alley or portion of land set apart for public use,
26 vehicular travel and local convenience, except footpaths, which is either owned by, or
27 dedicated to, a governmental agency by deed or plat and/or is intended or designated for
28 public use (i.e., Riverwalk).

29
30 (v) *Road Festival* means an organized neighborhood or public gathering on a public
31 right-of-way (street, sidewalk and alley) on a specified date, at a specified time permitted
32 by this code and confined to a designated area that requires an admission fee to enter and
33 participate. A road festival is distinguished from a block party in that there is an
34 admission to enter and participate in the event.

35
36 (w) *Safety Zone* means the area or space officially set apart within a roadway for the
37 exclusive use of pedestrians, and which is protected or is so marked or indicated by
38 adequate signs as to be plainly visible at all times while set apart as a safety zone.

39
40 (x) *Secure Zone* is any geographical space; to include jurisdictional air, land and
41 water, that is designated for the requirement of protective services by local, state and/or
42 federal government agencies

43
44 (y) *Security Deposit* means a bond or letter of credit in favor of the city, or cash
45 deposit, which is pledged by an applicant/permittee in order to ensure performance of an

1 obligation under a special event permit issued by the City or cover the cost of damages to
2 city equipment or facilities as a result of or relating to the special event.
3

4 (z) *Sidewalk* means that portion of a street adjacent to the curb lines or the lateral
5 lines of a roadway and the adjacent property lines, intended for use of pedestrians and
6 open to the general public.
7

8 (aa) *Special Event* means a planned event, whether publicly and/or privately
9 sponsored, including, without limitation, a block party, organized competitive event,
10 procession, road festival or public assembly on one (1) or more city parks or public
11 rights-of-way that involves the reservation and use of a public venue, or closure of one
12 (1) or more rights-of-way, for a particular purpose, for a short duration of time and which
13 involves the use of city services, either paid by the event promoter, or through co-
14 sponsorship. This definition applies to this chapter only; the definitions for Special Event
15 and Temporary Special Event in Chapter 27 of this Code are not applicable to this
16 chapter.
17

18 (bb) *Special Event Permit* means an official document authorizing performance of a
19 specific event regulated by this chapter.
20

21 (cc) *Special Event Permit Fee* means that certain fee, established by city council
22 resolution, representing in whole or in part the cost of issuing the special event permit
23 and of inspecting and regulating the permitted activity.
24

25 (dd) *User Fee* means charges which are assessed to any person in payment for services
26 for use of city park facilities, as more particularly set forth in Chapter 16.
27

28 **Sec. 28-5. Authorization and Powers of the Official and City Council -**
29 **Temporary, Complete or Partial Street and Park Closures.**
30

31 (a) The official is authorized and empowered to issue a special event permit for the
32 temporary partial closure or enclosure of a city park.
33

34 (b) Pursuant to city council approval as provided herein, the official is authorized and
35 empowered to issue a special event permit for the temporary complete or partial closure
36 of roads, alleys, sidewalks or any other public ways used for vehicular or pedestrian
37 traffic, parking or other public use or city parks (unless otherwise provided) in a manner
38 consistent with regulations and conditions set forth in this chapter.
39

40 **Sec. 28-6 – 28-20 Reserved.**
41

42 **Article II. Special Event Permitting.**
43

44 **Sec. 28-21. Special Event Permit – Exemptions.**
45

1 (a) A special event permit shall not be required for events on private property, unless
2 otherwise required herein.

3
4 (b) A special event permit shall not be required for the following events on public
5 rights-of-way.

6
7 (1) Valet parking services which are otherwise regulated by this code;

8
9 (2) Funeral processions by vehicle under the most reasonable route from the
10 funeral home, church or residence of the deceased to the place of
11 interment;

12 (3) Any event authorized by interlocal agreement with the city;

13 (4) The establishment of a Secure Zone and/or coordination of Protective
14 Services with state or federal agencies.

15 (c) A special event permit shall not be required for the following events on parks.

16 (1) Any event on a city park and facility involving one hundred ninety-nine
17 (199) participants or less, unless otherwise required herein;

18
19 (2) Any event by a non-city governmental agency acting within the scope of
20 its function, subject to the provision of reasonable notice to the official
21 and so long as the event does not require city services or a temporary road
22 closure(s);

23 (3) Any event authorized by interlocal agreement with the city;

24 (4) For the establishment of a Secure Zone and/or coordination of Protective
25 Services with state or federal agencies.

26 **Sec 28-22. Reserved.**

27
28 **Sec 28-23. Special Event Zoning Restrictions.**

29
30 A special event may be held in any zoning district provided the following
31 limitations are met:

32
33 (1) The maximum permit duration for a specific event is two (2) weeks,
34 provided, however, no road closure shall be for a period of longer than
35 forty-eight (48) hours. The official may authorize up to an additional six
36 (6) hours before or after an event for set up and take down of event related
37 facilities.

38
39 (2) Upon conclusion of the event, the property must be cleared of all trash and
40 debris within twenty-four (24) hours of conclusion of the event.

1
2 **Sec. 28-24. Special Event Permit Requirements on City Park Property;**
3 **Administrative Approval.**
4

5 (a) No person shall engage in, participate in, or aid any special event on city parks in
6 a manner enumerated in Section 16-22 of this Code, unless a special event permit has
7 been obtained from the official. The activities enumerated in Section 16-22 of this Code
8 shall require a special event permit.
9

10 **Sec. 28-25. Special Event Permit Requirements on Public Right-of-Way**
11

12 (a) Unless otherwise exempted herein this chapter, no person shall engage in,
13 participate in or aid any special event on public rights-of-way in a manner enumerated
14 herein, unless a special event permit shall have been obtained from the official after
15 approval of the issuance of such special event permit from the city council. Without
16 limiting the foregoing requirements, the following activities on public rights-of-way shall
17 require a special event permit:
18

- 19 (1) Procession;
- 20 (2) Public Assembly involving two-hundred (200) or more participants;
- 21 (2) Block Party. The official may close more than two (2) blocks per street
22 and more than one (1) street within a designated area when such block
23 parties are requested for city co-sponsored events. All other block parties
24 are restricted to two (2) adjacent blocks. All block parties not requested
25 by the city are subject to the provisions of this chapter, as are reasonably
26 applicable to block parties;
- 27 (3) Road Festival;
- 28 (4) A city co-sponsored event that is either:
29
30 a. a public assembly; or
31 b. an organized competitive event.
32
33

34 **Sec. 28-26. Special Event Permit Application - Filing Periods, Notice, Contents.**
35

36 *Application:* Any natural person or legal entity required to obtain a Special Event permit,
37 pursuant to this chapter, shall apply for said permit by filing a fully executed application
38 on a form prescribed by the official. The applicant must be at least eighteen (18) years
39 of age to reserve a facility. The Parks and Recreation Director or his/her designee may
40 refuse to reserve a facility for any person who cannot prove the age requirement to the
41 satisfaction of the Department. The application shall contain the following recitals:
42

1 "In consideration of the privileges granted by issuance of this permit, the Applicant shall,
2 to the fullest extent permitted by law, indemnify, defend and hold harmless the City, and
3 all officials, agents and employees of the City, from and against all claims which may
4 result from allowing Applicant to utilize the public right-of-way or City owned park.
5 "Claim" as used in this agreement means any financial loss, claim, suit, action, damage,
6 or expense, including but not limited to attorney's fees, attributable for bodily injury,
7 sickness, disease or death, or injury to or destruction of tangible property including loss
8 of use resulting therefrom. The Applicant's obligation to indemnify, defend, and hold
9 harmless includes any claim by Applicant's agents, employees, representatives or any
10 subcontractor or its employees. The Applicant acknowledges that the provisions of this
11 paragraph apply to and include any liability resulting for incidents involving the streetcar
12 electrified cables. Said indemnification shall not include claims resulting solely from the
13 act, omission, negligence, or other fault on the part of the City, its official, agents, or
14 employees."

15
16
17 (a) *Filing Period:* A complete special event permit application must be filed no later
18 than:

- 19
- 20 (1) Sixty (60) days prior to a special event that does not require city services,
21 street closure, city co-sponsorship or a special use permit (i.e. a qualifying
22 event to be held entirely within the confines of a city park or public
23 property not for vehicular use); or
- 24 (2) Ninety (90) days prior to a planned event that requires street closure, city
25 services, city co-sponsorship and/or a special use permit.

26 (b) *Neighborhood Notice:* The official shall not be required to provide public notice
27 of events held entirely within the boundary of a city park or public property used for
28 motor vehicle traffic and for which a special event permit is issued administratively by
29 the official as provided herein. The official shall provide notice to the public of each
30 proposed special event that requires city council action in the following manner:

- 31
- 32 (1) *Posted and Internet City Website Notice:* There shall be posted on the
33 Special Event Calendar page of the City of Tampa internet website and at
34 the Special Event Public Notice bulletin board in the lobby of the Special
35 Event office notice of the event, which shall include the date of city
36 council action, the name of the event sponsor, the route, the location and
37 times of temporary road closures and the date, time and name of the
38 proposed event.
- 39
- 40 (2) *Notice to Tampa Downtown Partnership and/or the Ybor City*
41 *Development Corporation:* In connection with any proposed special event
42 that will include all or a portion of the Central Business District or Ybor
43 City Historic District, as described in Chapter 27 of the code, the official
44 shall, in addition to the notices above, provide notice by electronic mail to
45 the Tampa Downtown Partnership and/or the Ybor City Development

1 Corporation, as applicable. Notice shall include, at minimum: the date of
2 city council action, the name of the event sponsor, the route, the location
3 and times of temporary road closures and the date, time and name of the
4 proposed event.
5

- 6 (3) *Additional Methods of Notice:* Recognizing that certain events may be of
7 such size and magnitude that they result in significant impact to the flow
8 and or pattern of pedestrian and vehicular traffic on public rights-of-way,
9 nothing herein shall be deemed to restrict the official from conducting
10 additional methods of notice than herein required.
11

12 (c) Each Applicant shall comply with the following:
13

- 14 (1) *Application:* Submit a complete and fully executed application.
15
16 (2) *Age Requirement:* Applicant must be at least eighteen (18) years of age to
17 reserve a facility. The Parks and Recreation Director or his/her designee
18 may refuse to reserve a facility for any person who cannot prove the age
19 requirement to the satisfaction of the Department.
20
21 (3) *Site Plan:* If stationary structures such as tents, stalls, carts, vendor booths
22 or outdoor exhibits/displays are to be part of the special event, then a site
23 plan depicting and naming the relevant property(ies), streets and
24 intersections showing the proposed location and general dimensions of
25 each facility must be included and submitted for review and approval by
26 the official. The site plan shall provide evidence of compliance with all of
27 the standards for "essential event services" as required herein. Each site
28 plan shall be reviewed by the official for adequate spacing between
29 facilities and the location of facilities on or near rights-of-way to ensure
30 the safe and orderly flow of pedestrian and or vehicular traffic. In the
31 event the site plan fails to adequately address compliance with the
32 "essential event services" described below, and/or if spacing and location
33 is deemed by the official to be inadequate for the safe and orderly flow of
34 pedestrian and/or vehicular traffic, the official shall provide the applicant
35 with specific comment on the deficiencies of the site plan and require that
36 a revised site plan be submitted, if necessary.
37
38 (4) *Application Processing Fee:* Pay at the time of filing an application for
39 special event permit the required application processing fee, in an amount
40 in accordance with the schedule of fees set by the official and approved by
41 city council resolution. The application processing fee is in addition to the
42 special event permit fee and any applicable user fee and security deposit.
43
44 (5) *State of Florida Food and Beverage License;* Permittees shall require their
45 food and beverage vendors participating in the requested special event to
46 be licensed by the State of Florida.

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- (6) *Special Event Permit Fee; User fee and Security Deposit:* Pay any applicable special event permit fee, user fee and security deposit, in the form of a cash deposit, bond or letter of credit acceptable to the city, in an amount in accordance with the schedule of fees set by the official and approved by city council. Any applicable special event permit fee, user fee and security deposit shall be paid at the time of issuance of the special event permit. The payment of a special event permit fee, user fee or security deposit is not exclusive of the other, depending on the event and facilities used each fee may be applicable. A security deposit shall be returned or released as follows upon conclusion of a permitted event subject to inspection of the premises and equipment used by the permittee.
- a. *No Damage.* If it is determined that there has been no damage to city right-of-way, park property or equipment beyond reasonable wear and tear, the security deposit shall be refunded in full within forty-five (45) days of the conclusion of the permitted event.
- b. *Damage.* If it is determined by such inspection that the permitted event proximately caused damage to city right-of-way, or park property or equipment in excess of routine wear and tear, the official shall retain the security deposit or any portion thereof, necessary to pay for the cost of the repair.
- c. *Notice of Assessment of Damages.* The official shall give written notice of the assessment of damages and retention of the security deposit to the permittee by personal delivery or by deposit in the United States mail, with proper postage prepaid to the name and address set forth in the application permit.
- d. *Damages in Excess of Security Deposit.* Any assessment of damages in excess of the security deposit shall be paid to the city within ten (10) days after notice of such assessment of damages is sent. Any party aggrieved by a decision of the official in enforcing this section may appeal said decision in accordance with the appeal procedures contained in this chapter. A permittee's failure to pay damage assessments may be grounds for denial of application for subsequent events.
- e. *User Fee Refund.* An event cancelled prior to commencement of the event shall be entitled to a complete refund if notice of the cancellation is provided no less than thirty (30) days before the scheduled commencement date of the event. No refunds shall be issued for untimely notice, except if the event is cancelled due to declaration of a state of emergency, the issuance of a tropical storm

1 or hurricane warning or warning of severe inclement weather by
2 the county. An applicant seeking a refund shall be required to
3 submit a timely Event Cancellation Notice and Refund Request on
4 the form provided by the city. Refunds checks will only be issued
5 in the name of and delivered to the person/company whose
6 name(s) appear(s) on the special event application.
7

8 f. *Special Event Permit Fee Refund.* An event cancelled prior to
9 commencement of the event shall be entitled to a complete refund
10 if notice of the cancellation is provided no less than thirty (30)
11 days before the scheduled commencement date of the event. No
12 refunds shall be issued for untimely notice, except if the event is
13 cancelled due to declaration of a state of emergency, the issuance
14 of a tropical storm or hurricane warning or warning of severe
15 inclement weather by the county. An applicant seeking a refund
16 shall be required to submit a timely Event Cancellation Notice and
17 Refund Request on the form provided by the city. Refund checks
18 will only be issued in the name of and delivered to the
19 person/company whose name(s) appear(s) on the special event
20 application.
21

22 (7) *Essential Event Services:* Each applicant, at the applicants sole cost
23 and expense, shall provide security services, emergency services,
24 transportation (traffic control), temporary restroom, solid waste
25 services and procession safety services for the event in such manner as
26 required below:
27

28 a. *Security Services:* Each applicant shall arrange for security at the
29 event in such manner as required in Exhibit I, the Security Services
30 Personnel Staffing Matrix Guide at the end of this chapter and
31 which is incorporated herein by this reference. For the purposes of
32 this section, "security" shall consist of the number of off-duty
33 (extra-duty) sworn law enforcement officers based upon projected
34 attendees and participants. Each Petitioner shall first satisfy this
35 requirement by arranging for security with Tampa Police
36 Department off-duty (extra-duty) personnel. If Tampa Police
37 Department Personnel are not available, then the petitioner may
38 satisfy this requirement by arranging for security with off-duty
39 (extra-duty) personnel from such law enforcement agencies having
40 concurrent jurisdiction or having a mutual aid agreement with the
41 City.
42

43 (i) For purposes of this section, the term "active attendee event"
44 means those events in which past experiences and recognized
45 entertainment industry and police standards indicate that active
46 participation by spectators is expected. These would include, but

1 not be limited to, foot races, mosh pits and other events that
2 present highly increased risks to the safety of participants or
3 spectators. The term "passive attendee event" means those events
4 in which past experiences and recognized entertainment industry
5 and police standards indicate that passive participation by
6 spectators is expected. These would include, but not be limited
7 to, mime acting presentations, Broadway shows, symphonic
8 performances, and outdoor Shakespearian festivals.
9

10 (ii) In the event it is necessary for security services personnel to
11 regulate or control outdoor vehicular or pedestrian traffic at a
12 special event, the applicant shall, in addition to the security
13 services personnel in the matrix above, be responsible for the
14 cost of providing no less than one, and no more than three,
15 additional security services personnel for each intersection.
16

17 b. *EMS*: Each applicant shall arrange for emergency services at the
18 event in such manner as required in Exhibit II, the Emergency
19 Services Personnel Matrix at the end of this chapter and which is
20 incorporated herein by this reference. For the purposes of this
21 section, "emergency services" shall consist of the following
22 number of off-duty (extra-duty) fire rescue and emergency services
23 officers, including appropriate emergency vehicle(s) and shall be
24 subject to the requirements set forth in Section 11-3 of this Code.
25

26 c. *Solid Waste Collection Services*: Each applicant shall arrange for
27 solid waste collection services and receptacles in such manner as
28 required by Exhibit III, the Solid Waste Receptacle Matrix at the
29 end of this chapter and which is incorporated herein by this
30 reference and submit a written description as part of the application
31 to be titled the "Solid Waste Collection Services Plan" describing
32 what special arrangements, if any, have been made for solid waste
33 collection before, during and after the proposed event. The
34 official, in the interest of sanitation and public safety, shall approve
35 or reject the plan and provide the basis therefor. In review of the
36 plan, the official shall consider the number of spectators and
37 participants as well as the size, location, duration and nature of the
38 event. In the event the plan is rejected, the applicant shall be
39 required to modify the plan as required by the official. The
40 applicant shall be responsible for paying all costs associated with
41 implementing the approved plan for the permitted special event.
42

43 d. *Temporary Restroom Facilities*: Each applicant shall arrange for
44 adequate temporary restroom facilities at the event in such manner
45 as required by state and federal rules, regulations or laws and
46 submit a written description as part of the application to be titled

1 the "Temporary Restroom Facilities Plan" which shall include the
2 location of temporary restroom facilities, the distribution of male
3 and female restroom facilities, and, if applicable, the total number
4 of temporary restroom facilities proposed if said facilities will
5 exceed the minimum requirements. The official shall approve or
6 reject the plan and provide the basis therefor. In review of the
7 plan, the official shall consider the number of spectators and
8 participants as well as the size, location, duration and nature of the
9 event. In the event the plan is rejected, the applicant shall be
10 required to modify the plan as required by the official. The
11 applicant shall be responsible for paying all costs associated with
12 implementing the approved plan for the permitted special event.
13

14 e. *Parking and Traffic Control Plan:* Each applicant shall arrange for
15 adequate parking and traffic control at the event and submit a
16 written description as part of the application to be titled the
17 "Parking and Traffic Control Plan" describing what special
18 arrangements, if any, have been made for parking and traffic
19 control for the proposed event. Said plan shall include, but not be
20 limited to, identifying the method and location of any barricade,
21 fence, enclosure or traffic control support device used to regulate
22 the safe and orderly movement of traffic on the surrounding road
23 network; and, identifying ingress and egress route(s) for pedestrian
24 and emergency vehicle access. The official shall determine the
25 extent to which the proposed parking and traffic control plan meets
26 the needs of the event and provides for parking and the orderly
27 ingress and egress of traffic to and from the event area, which shall
28 include the review and adequate use of primary and secondary
29 available road networks. This determination shall be based upon
30 the number of spectators and participants as well as the size,
31 location, duration and nature of the event. If the official deems
32 modifications to the parking and traffic control plan for the special
33 event are necessary, the applicant for the special event permit shall
34 be so informed and the "Parking and Traffic Control Plan" shall be
35 modified as directed by the official. The applicant shall have the
36 duty to provide such adequate parking and traffic control plans and
37 equipment as are deemed necessary pursuant to the approved
38 Parking and Traffic Control Plan at the sole expense of the
39 applicant.
40

41 f. *Procession Safety Monitors:* In the event the special event
42 requested by the applicant involves a procession that includes the
43 use of any motorized vehicle or vehicles that are longer than 20' in
44 length, each applicant shall provide four (4) safety monitors
45 stationed at the corners of any vehicle used in the procession at all
46 times while the vehicle or vehicles are moving. Each safety

1 monitor shall be equipped with an orange safety vest and a loud
2 whistle. The role of the safety monitor is to make sure the driver is
3 aware of any emergency requiring him/her to stop immediately.
4 Said emergencies include, but are not limited to, equipment
5 malfunctions, passengers falling from the vehicle, overhead
6 obstructions endangering riders, parade viewers coming too close
7 to the vehicle and parade participants coming too close to the
8 vehicle's wheels. Safety Monitors shall not consume any alcoholic
9 beverages or hand out any items during the special event to any
10 spectators along the parade route. Said items include but are not
11 limited to beads, candy, fliers, and merchandise. Any vehicle
12 fitting the description above that does not have the requisite
13 number of safety monitors may be pulled out of a procession line
14 until the safety monitor requirement can be met.
15

16
17 (6) *Road Festival.* In addition to the criteria above, a road festival applicant
18 shall meet the following criteria:
19

- 20 a. That applicant shall identify the amount(s) of the proposed
21 admission fee. The admission fee shall be reasonably related to the
22 costs to be borne by the permittee in conducting and promoting
23 the road festival, and that any admission fees realized by any
24 sponsors or participants in connection with the road festival are
25 utilized to offset the costs associated with conducting and
26 promoting the road festival. Upon request by the official, a road
27 festival applicant shall provide evidence of the relation between
28 the admission fee and costs of the event including, without
29 limitation, the projected costs that the applicant will bear and the
30 projected revenue to be derived from the road festival.
31
- 32 b. That the permittee will make accommodations in advance to
33 ensure either free access and/or access at a reduced admission fee
34 to the road festival to those who cannot reasonably afford the
35 proposed admission fee as set forth herein. At least one (1) placard
36 no less than 10x10 inches in size shall be on display at one
37 entrance point to the event, which shall include the name and
38 address of the permittee and the following statement: "City of
39 Tampa Code of Ordinances Chapter 28 provides that any person
40 evidencing income below the 2000 U.S. Census Bureau recognized
41 poverty level for the Tampa Bay area may request free or reduced
42 admission to the event from the Event Sponsor in advance of the
43 event."
44
- 45 c. That any applicant obtaining a road festival permit shall be
46 responsible for all costs for services, including those services that

1 may be provided by the city in support of any road festival. These
2 costs shall include, but not be limited to, the following:

- 3 1. All signs, fences, barricades, enclosures and related traffic
4 control support, manpower, equipment and materials;
- 5 2. All police services, emergency medical services, private
6 security services, equipment and material;
- 7 3. All sanitation services, equipment and material;
- 8 4. All street sweeping and cleaning services, equipment and
9 material;
- 10 5. Administrative costs for planning meetings. All costs will be
11 determined by the department responsible for the provision of
12 the appropriate service. The costs will be assembled by the
13 official and shall be paid by the person requesting the special
14 event permit at the request of the city.
- 15 6. A fee shall be paid by the person applying for the road festival
16 permit at the time determined by the city council.

- 17 d. That prior to, and as a condition to issuance of a road festival
18 permit, the permittee shall provide the city a security deposit,
19 bond, unconditional letter of credit or such other security as may
20 be deemed acceptable by the official that is equal to the estimated
21 cost of the road festival and which secures the permittee's
22 compliance with all terms and conditions of the special event
23 permit, including, without limitation, payment of all costs
24 associated with the road festival.

25
26
27
28 **Sec. 28-27 Exceptions to Security and Emergency Services Requirements,**
29 **notwithstanding the requirements of this Chapter.**
30

31 (a) A special event may be required to have more security and emergency services
32 personnel for administration of maintenance of traffic plans and wetzoned events, if
33 applicable. A special event may be required to have more security and emergency
34 services personnel in attendance for events with extraordinary risk factors, including, but
35 not limited to, pyrotechnics, automobile races, air shows, boating (including water
36 activities such as ski, wakeboarding etc), mosh pits or other activities perilous to public
37 health and safety are present at special events according to recognized public safety
38 standards of the City of Tampa Police Department and Tampa Fire and Rescue. Either the
39 Police Chief and Fire Chief or their designees shall be required to declare an event to
40 consist of "extraordinary risk", and provide reasons therefore in writing, prior to
41 requiring emergency services personnel beyond those set forth in Exhibit I hereto and
42 may increase personnel by up to 50% of the required personnel for each attendance
43 category.

44
45 (b) A special event may be allowed to have less security and emergency services
46 personnel in attendance if the special event is of a demonstrated low risk category based

1 upon recognized public safety standards of the Tampa Police Department and Tampa Fire
2 Rescue. In such a situation, the Police Chief and Fire Chief or their designees, based upon
3 such standards and other knowledge of similar special events, may decrease personnel by
4 up to 50% of the required personnel for each attendance category.

5
6 **Sec. 28-28 Wet Zoning of Special Event.**

7
8 The sale and consumption of alcoholic beverages during a special event shall be
9 subject to the requirements set forth in Chapter 3 and Chapter 27 of this code. In addition
10 to the foregoing, the applicant shall provide for a fenced or gated area where alcoholic
11 beverages may lawfully be served and consumed during the event.

12
13 **Sec. 28-29. Review of Special Event Permit Applications.**

14
15 (a) Upon receipt of an application for a special event, the official shall cause review
16 of the application to commence by distributing said application to each of the affected
17 city departments, whom shall conduct a review on the following criteria, as applicable to
18 the respective department:

- 19
20 (1) Whether the construction of any barricade, fence, enclosure or traffic
21 control support device will not substantially interrupt the safe and orderly
22 movement of traffic on the surrounding transportation network.
23
24 (2) Whether the construction of any barricade, fence, enclosure or traffic-
25 control support device shall be constructed and located in a safe manner.
26
27 (3) Whether adequate pedestrian and emergency vehicle ingress and egress is
28 provided to the event.
29
30 (4) Whether the proposed security and emergency services staffing
31 requirements are adequate for the proposed event?
32
33 (5) Whether the Solid Waste Services Collection Plan, Temporary Restroom
34 Facilities Plan and Parking and Traffic Control Plan comply with the
35 applicable technical requirements adopted by the respective department.
36

37 In addition to the items above, the official shall also consider the following for
38 any application seeking a special event permit to conduct a road festival:

- 39
40 (6) Whether the proposed admission fee is reasonably related to the costs to
41 be borne by the permittee in conducting and promoting the road festival,
42 and that any admission fees realized by any sponsors or participants in
43 connection with the road festival are utilized to offset the costs associated
44 with conducting and promoting the road festival.
45

- 1 (7) Whether, to the extent reasonably possible, the permittee will make
2 accommodations to ensure either free access and/or access at a reduced
3 admission fee to the road festival to those who cannot reasonably afford
4 the proposed admission fee. Accommodations, for purposes of this
5 subsection, shall include adequate notice by signage or publication of
6 either free access and/or access at a reduced admission fee to those who
7 cannot reasonably afford the proposed admission fee.
8
- 9 (8) Whether the road festival or enclosure of roads pursuant to the application
10 for a special event permit for a road festival is necessary to provide for the
11 public health, safety and welfare of the public, including both the general
12 public and participants in the road festival.
13
- 14 (9) That at all times during the time of the special event permit, the city has
15 reasonable control over any permittee(s) to ensure that the road festival is
16 conducted in a safe and orderly manner.
17

18 **Sec. 28-30. Insurance Requirements; Exemptions; Indemnity/Hold Harmless.**
19

20 (a) All special event permits shall require the applicant to provide evidence of, and
21 maintain during the period of the special event permit, commercial general liability
22 insurance with the appropriate endorsements, if applicable. Further, the applicant shall
23 be responsible for paying all deductibles. An event involving the use of automobiles will
24 require the applicant to provide evidence of, and maintain during the period of the special
25 event permit, automobile liability insurance. An event involving the hiring of employees
26 by the applicant will require the applicant to provide evidence of, and maintain during the
27 period of the special event permit, workers' compensation insurance and employer's
28 liability insurance. An event involving the hiring of employees by the applicant to
29 engage in work on or around a navigable waterway will require the applicant to provide
30 evidence of, and maintain during the period of the special event permit, longshoreman's
31 and harbor worker's insurance. The minimum requirements for the types of insurance
32 identified in this paragraph are as follows:
33

- 34 (1) *General Liability Insurance:* Each applicant shall, unless otherwise
35 exempted, effect and maintain during the period of the special event
36 permit insurance with companies authorized to do business in Florida,
37 with an A.M. Best rating of B+ (or better), Class VII (or higher), or
38 otherwise be acceptable to the City if not rated by A.M., Commercial
39 General Liability Insurance with a minimum limit of coverage of no less
40 than one million dollars (\$1,000,000.00) for each occurrence and a general
41 aggregate of two million dollars (\$2,000,000) which shall include the
42 following coverages:
43
- 44 a. Premises/Operations Liability.
 - 45 b. Products/Completed Operations.
 - 46 c. Personal/Advertising Injury.

- d. Contractual Liability.
- e. Independent Contractors Liability.
- f. Medical Payments Five Thousand Dollars (\$5,000) coverage limit.
- g. Fire Damage One-Hundred Thousand Dollars (\$100,000) coverage limit.

(2) *Additional Endorsements:* As may be applicable to a particular event, one (1) or more of the following endorsement(s) shall be required:

- a. *Liquor Liability Endorsement.* A liquor liability endorsement shall be required for activities involving the sale and consumption of alcoholic beverages, as defined and regulated in Chapter 3 of this city code. Said endorsement shall provide a coverage limit of no less than one million dollars (\$1,000,000.00) for each occurrence.
- b. *Hazardous Materials Endorsement:* A hazardous materials endorsement shall be required for any activities involving the use of hazardous materials. Said endorsement shall provide a coverage limit of no less than two million dollars (\$2,000,000.00) combined single limit per occurrence and annual aggregate with no deductible.
- c. *Animal Endorsement:* An animal endorsement shall be required for any activities involving pony rides, petting zoos and other animal related activities with non-domestic household pets. Said endorsement shall provide a coverage limit of no less than two million dollars (\$2,000,000.00) for each occurrence and annual aggregate with no deductible.
- d. *Carnival Endorsement:* A carnival endorsement shall be obtained for activities involving carnival type rides, bungee jumps, trampolines, orbital rides and related rides and attractions commonly associated with a fair or carnival. Said endorsement shall provide a coverage limit of no less than five million dollars (\$5,000,000.00) for each occurrence and annual aggregate with no deductible.
- e. *Boats and Planes Endorsement:* A boats and planes endorsement shall be obtained for events involving the use of motorcycles, powered model cars, boats, planes, non standard personal cars and jet or inducted fan propulsion watercraft. Said endorsement shall provide a coverage limit of no less than two million dollars (\$2,000,000.00) for each occurrence and annual aggregate with no deductible.

1 f. *Garage Keepers Liability Endorsement:* A garage keepers and
2 liability endorsement shall be obtained for events that include valet
3 parking service. Said endorsement shall provide a coverage limit
4 of no less than five hundred thousand dollars (\$500,000.00) per
5 occurrence and per location for actual cash value comprehensive
6 and collision.
7

8 (3) *Automobile Liability Insurance.* For any event involving the use of
9 automobiles, each applicant shall, unless otherwise exempted, effect and
10 maintain during the period of the special event permit automobile liability
11 insurance with companies authorized to do business in Florida, with a A.M.
12 Best rating of B+ (or better), Class VII (or higher), or otherwise be
13 acceptable to the city if not rated by A.M. Such insurance shall be obtained
14 in accordance with the laws of the state of Florida as to the ownership,
15 maintenance and use of all owned, non-owned, leased and hired vehicles.
16 The combined bodily injury and property damage limit shall be no less than
17 one million dollars (\$1,000,000.00) for each occurrence.
18

19 (4) *Worker's Compensation Insurance and Employer's Liability Insurance.* For
20 any event involving the hiring of employees by the applicant, each applicant
21 shall, unless otherwise exempted, effect and maintain during the period of the
22 special event permit workers' compensation insurance or employer's liability
23 insurance with companies authorized to do business in Florida, with a A.M.
24 Best rating of B+ (or better), Class VII (or higher), or otherwise be
25 acceptable to the city if not rated by A.M. workers' compensation insurance
26 or employer's liability insurance shall be provided for all employees engaged
27 in work under contract and/or for any contractor or subcontractor a permittee
28 may hire, in accordance with the laws of the State of Florida with a limit of
29 no less than one million dollars (\$1,000,000.00) bodily injury by accident
30 and each accident, one million dollars (\$1,000,000.00) bodily injury by
31 disease policy limit, and one million dollars (\$1,000,000.00) bodily injury by
32 disease each employee.
33

34 (5) *Longshoreman's and Harbor Worker's (USL & H) Insurance.* For any event
35 involving the hiring of employees by the applicant to engage in work on or
36 around a navigable waterway, each permittee shall, unless otherwise
37 exempted, effect and maintain longshoreman's and harbor worker's
38 insurance in compliance with federal statutes for activities requiring work on
39 or around a navigable waterway.
40

41 (b) *Certificate of Insurance:* Any insurance required for a special event pursuant to
42 the requirements of this section, shall be subject to the approval of the City's Risk
43 Management office and supported by evidence of approved insurance coverage for the
44 term of the special event permit by a properly executed Acord 25 certificates of insurance
45 form. The certificate of insurance must be personally and manually signed by the
46 authorized representative of the insurance company shown on the certificate. The City

1 must be notified in writing at least 30 days prior to any cancellation or modification of
2 the insurance policy. All liability insurance policies required for an event pursuant to this
3 section shall name the City as an additional insured.
4

5 (c) *Exemption from Insurance Requirements for Special Events on City Parks:* The
6 insurance requirements herein shall not be required for events held at city parks when
7 said event will take place entirely within an existing park shelter or has as its only
8 additional structure a moon-walk/moon-bounce apparatus that has approval for use by the
9 City.
10

11 (d) *Hold Harmless/Indemnification:* In consideration of the privileges granted by
12 issuance of this permit, the permittee shall, to the fullest extent permitted by law,
13 indemnify, defend and hold harmless the City, and all officials, agents and employees of
14 the City, from and against all claims, including but not limited to expenses of whatever
15 kind or nature which the City may sustain, suffer or incur, or be required to pay due to
16 damages or losses suffered by any person, including without limitation, the employees,
17 contractors, subcontractors, invitees and guests of the permittee arising out of the
18 issuance of the Special Events Permit, which may result from allowing permittee to
19 utilize the public right-of-way or City owned park. "Claim" as used in this agreement
20 means any financial loss, claim, suit, action, damage, or expense, including but not
21 limited to attorney's fees, attributable for bodily injury, sickness, disease or death, or
22 injury to or destruction of tangible property including loss of use resulting therefrom.
23 The permittee's obligation to indemnify, defend, and hold harmless includes any claim by
24 permittee's agents, employees, representatives or any subcontractor or its employees or
25 liability resulting for incidents involving the streetcar electrified cables. Said
26 indemnification shall not include claims resulting solely from the act, omission,
27 negligence, or other fault on the part of the City, its official, agents, or employees.
28
29
30

31 **Sec. 28-31. Processing of Application for Special Event Permits; Rejection of**
32 **Application; Amendments.**
33

34 (a) *Order:* Each application for a special event permit shall be processed in the order
35 of receipt. The reservation of a particular park or right-of-way, or parts thereof, shall be
36 allocated in order of receipt of a fully executed application, which contains all of the
37 information required, accompanied by the application fee, security deposit and user fee,
38 where applicable.
39

40 (b) *Rejection of Application:* The official shall reject an application for one (1) or
41 more of any of the following grounds:
42

- 43 (1) Failure to submit an application within the time periods prescribed in this
44 ordinance.
45

- 1 (2) If the application for special event permit (including any required
2 attachments and submissions) is executed improperly or is incomplete.
- 3
- 4 (3) Failure to pay the required application fee at the time of submitting a
5 complete and properly executed application.
- 6
- 7 (4) If the application for special event permit contains a material
8 misrepresentation or fraudulent information.
- 9
- 10 (5) If the applicant is legally incompetent to contract or to sue and be sued.
- 11
- 12 (6) If the applicant or entity on whose behalf the application for special event
13 permit was made has in the course of a previous permitted special event
14 damaged city property and upon being given proper notice failed to pay in
15 full for such damage or claim.
- 16
- 17 (7) If a fully executed prior application for special event permit for the same
18 time and place has been received, and a special event permit has been or
19 will be granted to a prior applicant authorizing uses or activities which do
20 not reasonably permit multiple occupancy or use of the right-of-way, park
21 or part hereof.
- 22
- 23 (8) If the use or event intended by the applicant would conflict with
24 previously planned programs organized and conducted by the city or non-
25 city governmental agencies previously scheduled for the same time and
26 place.
- 27
- 28 (9) If the use or event intended by the applicant would present an
29 unreasonable danger to the health or safety of the applicant or the public.
- 30
- 31 (10) If the applicant has not complied or cannot comply with applicable local,
32 state and federal licensure requirements for all or part of the planned event
33 no less than five (5) days prior to the time for city council consideration.
- 34
- 35 (11) If the use or event intended by the applicant is prohibited by law.
- 36
- 37 (12) If the applicant fails to provide neighborhood notice requirements as
38 provided in Section 28-26(c) of this Chapter.
- 39

40 In the event an application is rejected, the official shall provide notice of such
41 rejection within ten (10) days of the official action by personal delivery or by
42 deposit in the regular U.S. first class mail, postage prepaid, to the name and
43 address set forth on the application for special event permit.

44
45 (c) *Amendments to Special Event Permit Application; Approval by the Official;*
46 *Approval by City Council Action;*

1
2 (1) *Approval by the Official:* Should an error by the permittee in the original
3 application require the filing of an amended application, an applicant may amend the
4 application anytime prior to approval by the official, provided that the applicant pay an
5 additional fee in an amount specified by resolution of the city council to defray additional
6 costs and expenses.
7

8 (2) *Approval by City Council Action:* Should an error in the original application
9 require the filing of an amended application, an applicant may amend the application
10 anytime prior to city council action, provided that the applicant pay an additional fee in
11 an amount specified by resolution of the city council to defray additional costs and
12 expenses. The official shall update the posted notice and the notice to the Tampa
13 Downtown Partnership and/or the Ybor City Development Corporation, as applicable.
14 For any amendment filed less than thirty (30) days before the day that city council is
15 scheduled to consider and act on the application for a special event, the city council shall
16 have the authority, at its discretion, by a majority of its members present and voting, to
17 waive or reduce the notice requirements.
18

19 (d) *Amendments to Special Event Permit After Approval by the Official; Amendments*
20 *to Special Event Permit After Approval by City Council Action:*
21

22 (1) An amendment to petition that has been approved by the official may be
23 filed anytime prior to the commencement of the event. There shall be a fee, as prescribed
24 by city council resolution, for any amendment filed after approval by the official, to cover
25 administrative costs to review and reschedule review of the amendment. Subject to a
26 permittee having timely filed and paid the appropriate fee, the official shall promptly
27 schedule review of an amendment.
28

29 (2) An amendment to petition that has been approved by city council shall be
30 filed within five (5) days after such city council action. City council shall have the
31 authority, at its discretion, by a majority of its members present and voting, to waive the
32 notice and five (5) day post-approval filing requirement. An amendment of an application
33 after city council action shall be required any time there is a material change to the nature
34 and conduct of the event. A material change shall mean a change to the event name,
35 stated purpose, route, location, time or increase in city services to be provided. A material
36 change shall require city council review and approval. There shall be a fee, as established
37 by city council, for any amendment filed after city council action, to cover administrative
38 costs to review and reschedule review of the amendment. Subject to a permittee having
39 timely filed and paid the appropriate fee, city council shall promptly schedule review of an
40 amendment at the next regularly scheduled meeting.
41

42 (e) *Priority of Amendment:* Any amendment or revision of an application or special
43 event permit shall, for purposes of determining the priority of the application for special
44 event permit, relate back to the original filing thereof, but the time in which official shall
45 grant or deny the application for special event permit and serve notice of such granting or
46 denial shall be computed from the date of the amendment or revision.

1
2 **Sec 28-32. Approval Process; Denial of Application; Notice.**
3

4 (a) *Administrative Approval:* The official shall have fifteen (15) days to review a
5 complete special event permit application and administratively approve each such
6 application that complies with the requirements of this chapter. The official shall provide
7 the applicant with notice of approval by certified mail, with proper postage prepaid,
8 return receipt requested, to the name and address set forth on the application for special
9 event permit. Administrative review is limited to proposed event(s) held and contained
10 entirely within a city park, provided the event is not co-sponsored by the city.
11

12 (b) *City Council Approval:* Upon the filing of a timely special event permit
13 application, and payment of the applicable fees required in this chapter, the city council
14 shall, by motion, assign a date for the matter to be placed on the consent agenda portion
15 of a regularly scheduled meeting of city council prior to the date of the planned event.
16 City council shall review and approve each complete special event permit application that
17 complies with the requirements of this chapter. Approval of an application shall be by
18 motion. When city council approves an application for a special event permit, the city
19 clerk shall provide the applicant with a copy of the motion by certified mail, with proper
20 postage prepaid, return receipt requested, to the name and address set forth on the
21 application for special event permit within five (5) days of city council action. The
22 official shall promptly issue a special event permit upon city council approval. All
23 special event permit fees shall be paid prior to issuance of a special event permit.
24

25 (c) *Denial:* The official or city council may deny any special event permit application
26 for one (1) or more of the reasons enumerated in the foregoing subsections.
27

28 (1) *Administrative Denial:* In the event the official denies an application for a
29 special event permit, the official shall provide the applicant with notice of said denial by
30 certified mail, with proper postage prepaid, return receipt requested, to the name and
31 address set forth on the application for special event permit, promptly after the official's
32 determination to deny the special event permit application. Notice of denial of an
33 application for special event permit shall clearly set forth the grounds upon which the
34 special event permit was denied.
35

36 (2) *City Council Denial:* In the event city council denies an application for a
37 special event permit, the city clerk shall provide the applicant with notice of said denial
38 by certified mail, with proper postage prepaid, return receipt requested, to the name and
39 address set forth on the application for special event permit, within five (5) days of city
40 council action. Notice of denial of an application for special event permit shall clearly set
41 forth the grounds upon which the special event permit was denied.
42

43 **Article III. City Sponsorship of Special Events.**
44

45 **Sec. 28-33. Co-Sponsorship Committee - Establishment; Composition.**
46

1 (a) *Establishment:* There is hereby established the City of Tampa Special Event Co-
2 sponsorship Committee, to be known as the "Special Event Co-Sponsorship Committee."
3

4 (b) *Composition:* The Special Event Co-Sponsorship Committee shall consist of five
5 (5) members, as follows: (1) the administrator of neighborhood services, or designee; (2)
6 the fire chief, or designee; (3) the chief of police, or designee; (4) the administrator of
7 public works, or designee; and, (5) the administrator of economic development, or
8 designee.
9

10 **Sec. 28-34. Meetings; Chairmanship; Conduct of Meetings; Voting.**
11

12 (a) *Meetings:* The committee shall meet at least once a month at a regularly
13 scheduled time. Additional meetings may be called by the chairperson or upon a request
14 by the official. All meetings of the committee shall be noticed and open to the public in
15 accordance with Florida law.
16

17 (b) *Chair:* The administrator of neighborhood services or designee shall chair the
18 meetings and shall have the right to vote.
19

20 (c) *Quorum and voting:* A simple majority of those present shall be necessary to
21 conduct routine business and approve or deny an application for co-sponsorship.
22

23 (d) *Rules of procedure:* The committee shall adopt and make public rules of
24 procedure for the conduct of its business, provided such rules are consistent with the
25 provisions hereof.
26

27 (e) *Minutes:* The committee shall prepare and keep on file minutes and a record of
28 its meetings, including the vote of each member on every question, and all documents
29 submitted to it in every case with the city clerk. The committee shall cause a tape
30 recording to be made of all proceedings, which, together with all the materials related to
31 each certain petition presented to the committee, shall constitute the official record of the
32 proceeding.
33

34 **Sec. 28-35. Administration; Power and Duties; Road Festival Exclusion.**
35

36 (a) *Administration;* Applications for co-sponsorship shall be filed with the official, as
37 agent for the committee. Applications shall be submitted on forms provided by the city.
38

39 (b) *Authority to Review:* The Special Event Co-Sponsorship Committee shall have
40 the responsibility to review applications for co-sponsorship and, based on the criteria and
41 authority granted herein, make a determination whether to approve or deny requests for
42 city co-sponsorship of special events.
43

44 (c) *Time to Review:* Upon receipt of a complete application for co-sponsorship, the
45 official shall schedule review of said application by the Special Event Co-Sponsorship

1 Committee at the next regularly scheduled meeting, unless an extension of time is
2 requested by the petitioner in writing.
3

4 (d) *Road Festival Exclusion:* The city shall not co-sponsor a Road Festival.
5

6 (e) *Criteria for Review; Presentation of Co-sponsorship Requests:* Each applicant
7 shall file a memorandum with exhibits, if applicable, that address the criteria set forth in
8 this section. Any person, applicant or authorized agent may appear in person before the
9 committee on the day scheduled for consideration of the application. The co-sponsorship
10 committee shall consider the following in deciding whether to approve or deny a request
11 for co-sponsorship.
12

- 13 (1) Does the event serve a public purpose of community-wide importance?
- 14 (2) Why is the applicant requesting co-sponsorship?
- 15 (3) What, if any, and to what extent, is media or publicity campaign planned
16 for the event?
- 17 (4) Does the applicant have the demonstrated financial ability to provide all
18 other services required for the event, except those services which the city
19 is being asked to co-sponsor?
- 20 (5) What is the prior history of the event?
- 21 (6) Are there additional co-sponsors? If so, identify each co-sponsor.
- 22 (7) What are the costs to conduct the event? When providing the costs for the
23 event, each applicant shall make available a budget for the event and
24 identify the total contribution by each co-sponsor.
- 25 (8) Is the event open to participation of all citizens? Will the event promote
26 and attract visitors to the City?
- 27 (9) What is the estimated economic impact of the event on the City?
- 28 (10) Will the event impact the surrounding neighborhoods? If so, how will the
29 impact be mitigated?
- 30 (11) What is the pre-event set up and post event removal and clean up plan?
- 31 (12) What city services is the applicant requesting?
- 32 (13) What is the security plan for the event?
- 33 (14) Is the applicant requesting use of the city seal? If so, in what manner and
34 in what publications will the city seal be used?

1 (15) Does the City have the available funds, as determined by the City in its
2 sole discretion, to co-sponsor the event?

3 In addition to the above criteria, committee staff shall provide a report containing,
4 at minimum, the following:

5
6 (16) A report on what impact the event may have on local infrastructure, public
7 facilities and traffic.

8
9 (17) A report on estimate of cost of city of services.

10
11 (18) Previous performance history of the applicant and co-sponsor(s).
12
13

14 **Sec. 28-36. Effect of Approval.**

15
16 Following the public hearing(s) and the special event co-sponsorship committee's
17 decision on the application, staff shall forward prompt written notice of the decision to
18 the applicant. Said notice shall contain any and all conditions or limitations approved by
19 the committee.
20

21 **Sec. 28-37. Effect of denial.**

22
23 Denial of an application to the Special Event Co-sponsorship Committee shall
24 preclude consideration of a substantially similar request for a period of twelve (12)
25 months from the date of denial. The committee may determine that this time period does
26 not apply if a substantially different request is submitted which addresses the grounds for
27 denial identified during the public hearing.
28

29 **Sec. 28-37--28-50. Reserved.**

30
31 **Article IV. Appeals; Petition for Administrative Hearing De Novo; Fee**
32 **Authority; Revocation of Special Event Permit After Issuance; Amplified Sound.**
33

34 **Sec. 28-51. Appeal of Denial of a Special event permit by City Council.**

35
36 Any person aggrieved by a determination of city council shall file an appeal in
37 such manner as prescribed by law.
38

39 **Sec 28-52. Appeals from Determinations by the Official or Co-sponsorship**
40 **Committee.**

41
42 (a) An applicant aggrieved by a determination of the official or the co-sponsorship
43 committee, shall file a request for an administrative hearing in the manner set forth in
44 section 1-19 of the city code. Each request for an administrative hearing shall state
45 succinctly the grounds upon which it is asserted that the determination should be
46 modified or reversed and shall be accompanied by copies of all documents of record. A

1 request for an administrative hearing to contest a determination of the co-sponsorship
2 committee shall include the record of the proceedings before the committee and, for such
3 purpose, the applicant shall ensure that a verbatim record of the proceedings is made.
4 The record shall consist of the testimony and evidence upon which the co-sponsorship
5 committee based its decision.

6
7 (b) An appeal of the decision by the official, or his designee, pursuant to section 1-19
8 of the city code, shall be made by filing a petition with the circuit court in such manner as
9 prescribed by law.

10
11 **Sec 28-53. Appeal - Retention of Security Deposit.**

12
13 (a) A permittee who has had all, or a portion of its security deposit retained, because
14 it was assessed damages pursuant to this chapter may, within fifteen (15) days of the
15 service of notice of such determination, file a written contest of such determination with
16 the official.

17
18 (b) The official shall have fifteen (15) days from the date on which the contest was
19 received in which to review the file, the applicants written contest and serve upon the
20 permittee a notice that the official has affirmed, modified or reversed the retention of
21 security deposit. Such notice shall be deemed served upon the permittee when it is
22 personally delivered or when it is sent by certified United States mail, with proper
23 postage prepaid, to the name and address set forth on the application for special event
24 permit.

25
26 (c) A permittee aggrieved by a determination of the official shall file a request for an
27 administrative hearing in the manner set forth in section 1-19 of the city code of
28 ordinances. The permittee shall pay a fee, as established by city council, at the time of
29 filing. Each request for an administrative hearing shall state succinctly the grounds upon
30 which it is asserted that the determination should be modified or reversed and shall be
31 accompanied by copies of all relevant items of record.

32
33 (d) An appeal of the decision by the official, or his designee, pursuant to section 1-19
34 of the city code, shall be made by filing a petition for writ of certiorari to the circuit court
35 in such manner as prescribed by law.

36
37 **Sec 28-54. Fee Authority; Fee Refund.**

38
39 The city council shall have authority to set fees prescribed herein by resolution.

40
41 **Sec 28-55. Compliance with applicable laws.**

42
43 A permittee for a Special Event permit shall comply with all special event permit
44 directions and conditions and with all applicable laws and ordinances. The permittee shall
45 produce the special event permit on request from any officer of the city. Failure to

1 produce the special event permit shall be grounds for suspension of the special event
2 permit.
3

4 **Sec. 28-56. Authority to Revoke Special Event Permit After Issuance**
5

6 The official shall have exclusive authority to revoke or temporarily suspend a
7 special event permit after issuance if the application for special event permit contains a
8 material misrepresentation or fraudulent information; upon the declaration of a state of
9 emergency, the issuance of a tropical storm or hurricane warning or warning of severe
10 inclement weather by the county; or, when there is an instance of terrorism, insurrection
11 or mayhem absolutely imminent or underway and emergency services personnel are
12 necessary for essential services.
13

14 **Sec. 28-57. Amplified Sound.**
15

16 The issuance of a special event permit grants a permittee the exclusive use of
17 amplified sound within the area requested by the permittee for the special event. Unless
18 otherwise requested by the permittee, no other amplified sound shall be permitted within
19 the aforementioned area.
20

21 **Sec. 28-58. Procession Safety Monitors.**
22

23 If the special event requested by the applicant involves a procession that includes
24 the use of any motorized vehicle or vehicles that are longer than 20 feet in length, the
25 applicant shall provide four (4) safety monitors stationed at the corners of any vehicle
26 used in the procession at all times while the vehicle or vehicles are moving. Each safety
27 monitor shall be equipped with an orange safety vest and a loud whistle. The role of the
28 safety monitor is to make sure the driver is aware of any emergency requiring him/her to
29 stop immediately. Said emergencies include, but are not limited to, equipment
30 malfunctions, passengers falling from the vehicle, overhead obstructions endangering
31 riders, parade viewers coming too close to the vehicle, parade participants coming too
32 close to the vehicle's wheels. Safety Monitors shall not consume any alcoholic beverages
33 or hand out any items during the procession to any spectators along the procession route.
34 Said items include but are not limited to beads, candy, fliers, and merchandise. Any
35 vehicle fitting the description above that does not have the requisite number of safety
36 monitors may be pulled out of a procession line up until the safety monitor requirement
37 can be met.
38
39

40 **Section 2. Amendment to City of Tampa Code of Ordinances Chapter 25:** The
41 following provisions in Chapter 25 of the City Code shall be hereby deleted and removed
42 from said chapter.
43

44 ~~Sec. 25-53. Parade permit Required; exception.~~

1 (a) — No person shall engage in, participate in or aid any parade, unless a parade permit
2 shall have been obtained from the official after approval of the issuance of such permit
3 from the city council.

4 (b) — This requirement shall not apply to:

5 (1) — Funeral processions by vehicle under the most reasonable route from the funeral
6 home, church or residence of the deceased to the place of interment;

7 (2) — A governmental agency acting within the scope of its function; or

8 (3) — Lawful picketing or other orderly processions on the sidewalk or other public
9 right of way not utilized for the movement of vehicular traffic, that do not constitute
10 loitering.

11 ~~Sec. 25-54. Same Application; filing period; contents.~~

12 (a) — A person seeking issuance of a parade permit shall file an application with the city
13 transportation manager on forms provided.

14 (b) — An application for a parade permit shall be filed with the city not less than forty-
15 five (45) days nor more than ninety (90) days before the date of the proposed parade.

16 (c) — The application for a parade permit shall set forth the information required by the
17 department.

18 (d) — The official shall notify any person who has submitted a complete application for
19 a permit under this section of the date on which city council shall consider the issuance of
20 the permit. If possible, the applicant shall send a courtesy copy of its permit application
21 (including any amendments or supplements thereto) together with a courtesy notice in
22 writing of the date on which city council shall consider whether to issue a permit based
23 on this application to any neighborhood organizations or groups that have registered with
24 the city as representing property owners and residents in the neighborhood or area that
25 will be affected by the proposed permit at least twenty one (21) days prior to the date on
26 which city council will consider the issuance of the proposed permit. In connection with
27 any permit affecting the Ybor City Historic District as described in Chapter 27 of the
28 Code, the applicant shall also provide the same courtesy notice to the Ybor City Chamber
29 of Commerce. In connection with any permit affecting the Central Business District as
30 described in Chapter 27 of the Code, the applicant shall also provide the same courtesy
31 notice to the Tampa Downtown Partnership. The applicant shall send any courtesy notice
32 as set forth above by a "certificate of mailing" to the address or addresses of the affected
33 neighborhood organizations as provided by the official. The applicant shall also provide
34 the official with a copy of the both the courtesy notice sent by the applicant and the
35 "certificate of mailing" at least five (5) days prior to the city council hearing on the
36 proposed permit. The courtesy notice provisions set forth above shall not be considered
37 mandatory; and the failure of any applicant to comply with such notice provisions shall
38 neither affect the validity of the permit application filed under this section nor affect city
39 council's ability to consider the permit application.

40 (e) — All parade permits shall require the permittee to:

41 (1) — Hold the city harmless from all claims, suits or actions of any kind whatsoever
42 arising out of or resulting from the road festival, the issuance of the permit or the
43 operations and activities of the permittee.

44 (2) — Effect and maintain during the period of the permit, public liability insurance
45 protecting the city with bodily injury limits of not less than one hundred thousand dollars
46

1 (~~\$100,000.00~~) per each person and subject to such limit per person, five hundred
2 thousand dollars (~~\$500,000.00~~) each accident, and property damage of not less than ten
3 thousand dollars (~~\$10,000.00~~) each accident, and twenty five thousand dollars
4 (~~\$25,000.00~~) aggregate. The city council may increase the foregoing coverage amounts to
5 ensure adequate protection for the city.
6

7 ~~Sec. 25 55. Same Standards for issuance; notice to city officials.~~

8 ~~The official shall issue a parade permit as provided for hereunder when, from a~~
9 ~~consideration of the application and from such other information as may otherwise be~~
10 ~~obtained, he finds that:~~

11 ~~(1) The conduct of the parade will not substantially interrupt the safe and orderly~~
12 ~~movement of the other traffic contiguous to the route;~~

13 ~~(2) The conduct of the parade will not require the diversion of so great a number of~~
14 ~~police officers of the city to properly police the line of movement and the areas~~
15 ~~contiguous thereto as to prevent adequate police protection of the city;~~

16 ~~(3) The conduct of the parade will not require the diversion of so great a number of~~
17 ~~ambulances as to prevent normal ambulance service to portions of the city other than that~~
18 ~~to be occupied by the proposed line of march and areas contiguous thereto;~~

19 ~~(4) The concentration of people, animals and vehicles at the assembly point of the~~
20 ~~parade will not unduly interfere with proper fire and police protection of or ambulance~~
21 ~~service to areas contiguous to the assembly areas;~~

22 ~~(5) The conduct of the parade will not interfere with the movement of firefighting~~
23 ~~equipment in route to a fire;~~

24 ~~(6) The parade is scheduled to move from its point of origin to its point of~~
25 ~~termination expeditiously and without unreasonable delays in route;~~

26 ~~(7) The parade is not to be held for the sole purpose of advertising any product, goods~~
27 ~~or event and is not designed to be held primarily for private profit; however, the~~
28 ~~prohibition against advertising any product, goods or event shall not apply to signs~~
29 ~~identifying organizations or sponsors furnishing or sponsoring floats or transportation for~~
30 ~~the parade.~~

31
32 ~~Sec. 25 56. Same Costs for parade services.~~

33 ~~(a) For other than public events, each person obtaining a permit shall be responsible~~
34 ~~for all costs for services provided by the city required in support of any parade. These~~
35 ~~costs shall include, but not be limited to, the following:~~

36 ~~(1) All signs, barricades and related traffic control support, manpower, equipment~~
37 ~~and materials;~~

38 ~~(2) All police services, manpower, equipment and material;~~

39 ~~(3) All sanitation, parks services, manpower, equipment and material;~~

40 ~~(4) All street sweeping and cleaning required, manpower, equipment and material;~~

41 ~~(5) Administrative costs for planning meetings.~~

42 ~~(b) All costs will be determined by the department responsible for the provision of~~
43 ~~the appropriate service. The costs will be assembled by the city transportation manager~~
44 ~~and shall be paid by the person requesting the permit a minimum of fifteen (15) days in~~
45 ~~advance of the parade. The city transportation manager is authorized to issue the permit~~

1 to the person upon payment to the city all costs as determined by the city transportation
2 manager and further upon approval by the director, the official and the chief of police.

3 (c) ~~Public events are as follows:~~

4 (1) ~~Gasparilla parade;~~

5 (2) ~~Krewe Knights of Sant [sic] Yago parade;~~

6 (3) ~~Veterans' Day parade;~~

7 (4) ~~Gasparilla Distance parade;~~

8 (5) ~~Children's Gasparilla parade;~~

9 (6) ~~Other official public events, as designated by the official.~~

10 (d) ~~A fee shall be paid by the person applying for the parade permit at the time of~~
11 ~~filing the application.~~

12
13 ~~Sec. 25-57. Same Late application.~~

14 ~~The official, upon good cause shown, shall have the authority to consider any application~~
15 ~~hereunder which is filed less than forty five (45) days before the date on which the~~
16 ~~parade is proposed to be conducted.~~

17
18 ~~Sec. 25-58. Same Signing of application.~~

19 ~~The application for a parade permit shall be signed by the person filing the application.~~

20
21 ~~Sec. 25-59. Same Alternative permit.~~

22 ~~The official in denying an application for a parade permit shall be empowered to~~
23 ~~authorize the conduct of the parade on a date, at a time or over a route different from that~~
24 ~~named by the applicant. An alternate parade permit shall conform to the requirements of~~
25 ~~a parade permit as provided thereunder. The city transportation manager and the chief of~~
26 ~~police are authorized to establish a limited free parade route which excludes all costs for~~
27 ~~services required in this chapter.~~

28
29 ~~Sec. 25-60. Same Duties of parade permittee.~~

30 ~~A permittee for a parade permit shall comply with all permit directions and conditions~~
31 ~~and with all applicable laws and ordinances. The permittee shall produce the permit on~~
32 ~~request from any officer of the city.~~

33
34 ~~Sec. 25-60.5. Road festival event requiring enclosure.~~

35 ~~Because of the significance of certain parades, block parties, festivals and public events,~~
36 ~~and in recognition of their magnitude, importance and overall benefits provided to the~~
37 ~~City of Tampa, the sponsors of these parades, block parties, festivals and public events~~
38 ~~may be permitted by the city council to obtain a road festival permit, authorizing either~~
39 ~~the temporary, complete or partial closure or enclosure of roads; and, if authorized by the~~
40 ~~city council, the permittee may impose a reasonable admission fee to offset the costs~~
41 ~~associated with conducting the road festival. The methods and types of enclosure and~~
42 ~~admission fee(s) may be authorized by the city council in connection with city council's~~
43 ~~review and approval of a road festival permit.~~

44 (1) ~~Application; filing period; contents.~~

45 a. ~~Person(s) seeking issuance of a road festival permit shall file an application with~~
46 ~~the official on forms provided by the transportation department.~~

1 b. — The application for a road festival permit shall set forth the information required
2 by the transportation department on forms approved by the city council.

3 e. — An application for a road festival permit shall be filed with the official not less
4 than forty five (45) days or no more than ninety (90) days before the date of the proposed
5 road festival. However, the official or city council, upon good cause shown, shall have
6 authority to consider any application which is filed less than forty five (45) days before
7 the date of which the road festival is proposed to be conducted.

8 d. — All road festival permits shall require the permittee to:

9 1. — Hold the City of Tampa harmless from all claims, suits or action of any kind
10 whatsoever arising out of or resulting from the road festival, the issuance of the permit or
11 the operations or activities of the permittee.

12 2. — Effect and maintain during the period of the permit, public liability insurance
13 protecting the city with bodily injury limits of not less than one hundred thousand dollars
14 (\$100,000.00) per each person and subject to such limit per person, five hundred
15 thousand dollars (\$500,000.00) each accident, and property damage of not less than ten
16 thousand dollars (\$10,000.00) each accident, and twenty five thousand dollars
17 (\$25,000.00) aggregate. The city council may modify the foregoing coverage amounts to
18 ensure adequate protection for the city.

19 e. — The official shall notify any person who has submitted a complete application for
20 a permit under this section of the date on which city council shall consider the issuance of
21 the permit. If possible, the applicant shall send a courtesy copy of its permit application
22 (including any amendments or supplements thereto) together with a courtesy notice in
23 writing of the date on which city council shall consider whether to issue a permit based
24 on this application to any neighborhood organizations or groups that have registered with
25 the city as representing property owners and residents in the neighborhood or area that
26 will be affected by the proposed permit at least twenty one (21) days prior to the date on
27 which city council will consider the issuance of the proposed permit. In connection with
28 any permit affecting the Ybor City Historic District as described in Chapter 27 of the
29 Code, the applicant shall also provide, if possible, the same courtesy notice to the Ybor
30 City Chamber of Commerce. In connection with any permit affecting the Central
31 Business District as described in Chapter 27 of the Code, the applicant shall also provide,
32 if possible, the same courtesy notice to the Tampa Downtown Partnership. The applicant
33 shall send any courtesy notice as set forth above by a "certificate of mailing" to the
34 address or addresses of the affected neighborhood organizations as provided by the
35 official. The applicant shall also provide the official with a copy of the both the courtesy
36 notice sent by the applicant and the "certificate of mailing" at least five (5) days prior to
37 the city council hearing on the proposed permit. The courtesy notice provisions set forth
38 above shall not be considered mandatory; and the failure of any applicant to comply with
39 such notice provisions shall neither affect the validity of the permit application filed
40 under this section nor affect city council's ability to consider the permit application.

41 (2) — Road festival permit required. Applications for road festival permits shall be
42 reviewed as follows:

43 a. — The official shall transmit one (1) copy of the application to the city clerk for
44 presentation to the city council.

1 b. ~~— The official shall cause an analysis to be made of the application based upon the~~
2 ~~criteria provided in subsection c.1. through c.8. of this section, and prepare a~~
3 ~~recommendation for consideration by the city council.~~

4 e. ~~— Upon receipt of the recommendation of the official, city council may approve the~~
5 ~~application, approve the application with conditions, or deny the application based on city~~
6 ~~council's determination that the road festival application is in accordance with either~~
7 ~~some or all of the following criteria:~~

8 1. ~~— That the construction of any barricade, fence, enclosure, or traffic control support~~
9 ~~devices will not substantially interfere with the rights of surrounding property owners to~~
10 ~~the reasonable use of their property during the road festival.~~

11 2. ~~— That the construction of any barricade, fence, enclosure, or traffic control support~~
12 ~~device will not substantially interrupt the safe and orderly movement of traffic on the~~
13 ~~surrounding transportation network.~~

14 3. ~~— That the construction of any barricade, fence, enclosure, or traffic control support~~
15 ~~device shall be constructed and located in a safe manner.~~

16 4. ~~— That adequate pedestrian and emergency vehicle ingress and egress is provided to~~
17 ~~the road festival.~~

18 5. ~~— That in the event the permittee requests authorization to charge an admission fee~~
19 ~~to the road festival, that the admission fee is reasonably related to the costs to be borne by~~
20 ~~the permittee in conducting and promoting the road festival, and that any admission fees~~
21 ~~realized by any sponsors or participants in connection with the road festival are utilized to~~
22 ~~offset the costs associated with conducting and promoting the road festival.~~

23 6. ~~— That to the extent reasonably possible, the permittee will make accommodations~~
24 ~~to ensure either free access and/or access at a reduced admission fee to the road festival to~~
25 ~~those who cannot reasonably afford the proposed admission fee.~~

26 7. ~~— That the road festival is temporary in nature and closure or enclosure of roads is~~
27 ~~necessary to provide for the public health, safety and welfare of the public, including both~~
28 ~~the general public and participants in the road festival.~~

29 8. ~~— That at all times during the time of the permit, the city has reasonable control over~~
30 ~~any permittee(s) to ensure that the road festival is conducted in a safe and orderly~~
31 ~~manner.~~

32 (3) ~~— Duties of a road festival permittee. A permittee for a road festival permit shall~~
33 ~~comply with all permit directions and conditions that may be imposed by the city council,~~
34 ~~along with all applicable laws and ordinances. In the event the city council should~~
35 ~~authorize a road festival permit that may require additional permits or approvals to be~~
36 ~~issued by the city, the city council shall be authorized to issue said permit(s) or approvals~~
37 ~~directly to the permittee, notwithstanding any provisions contained in the Tampa Code or~~
38 ~~regulations to the contrary.~~

39 (4) ~~— Costs of road festival services. Each person obtaining a road festival permit shall~~
40 ~~be responsible for all costs for services, including those services that may be provided by~~
41 ~~the city in support of any road festival. These costs shall include, but not be limited to,~~
42 ~~the following:~~

43 a. ~~— All signs, fences, barricades, enclosures and related traffic control support,~~
44 ~~manpower, equipment and materials;~~

45 b. ~~— All police services, manpower, equipment and material;~~

46 e. ~~— All sanitation, park, services, manpower and material;~~

- d. ~~All street sweeping and cleaning required, manpower, equipment and material;~~
- e. ~~Administrative costs for planning meetings. All costs will be determined by the department responsible for the provision of the appropriate service. The costs will be assembled by the official and shall be paid by the person requesting the permit at the request of the city.~~
- f. ~~A fee shall be paid by the person applying for the road festival permit at the time determined by the city council.~~
- g. ~~Prior to and as a condition to issuance of a road festival permit (except in connection with a block party), the permittee shall provide the city a bond, unconditional letter of credit or such other security as may be deemed acceptable by the city which is equal to the estimated cost of the road festival and which secures the permittee's compliance with all terms and conditions of the permit, including, without limitation, payment of all costs associated with the road festival.~~

Section 3. Amendment to City of Tampa Code of Ordinances Chapter 27:
The following provision in Chapter 27 of the City Code shall be hereby amended as follows:

Sec. 27-145. Temporary special event.

For purposes of this chapter, a temporary special event shall mean a special event held entirely on private property; a special event held on a city park or public right-of-way shall be administered in compliance with Chapter 28, the City of Tampa Special Event Code. A temporary special event may be held in any zoning district provided the following limitations are met:

- (1) The maximum duration for a specific event is two (2) weeks. No more than four (4) events per year are allowed on one (1) property.
- (2) If tents or outdoor exhibits/displays are used, a site plan must be submitted to the division of land development coordination to demonstrate compliance with zoning setbacks.
- (3) Adequate parking must be provided as determined by the city traffic engineer.
- (4) The applicant must demonstrate that bathroom facilities are available at the site of the special event.
- (5) The property must be cleared of all trash and debris immediately after the special event.

Section 4. Codification. The publisher of the City's Code of Ordinances, the Municipal Code Corporation, is directed to incorporate the above amendments into the City of Tampa Code of Ordinances and promptly publish same.

Exhibit I

Security Services Personnel Staffing Matrix¹

| Attendees and Participants ² | Security Services Personnel @ Passive Attendee Event | Supervisors and Managers @ Passive Attendee Event | Security Services Personnel @ Active Attendee Event | Supervisors and Managers @ Active Attendee Event | Decrease in Security Services Personnel based on 28-27(a) on Passive Event ³ | Increase in Security Services Personnel based on 28-27(a) on Active Event ⁴ |
|---|--|---|---|--|---|--|
| 200-500 | 1-2 | 0 | 2-5 | 0 | 0 | 10 + 1 supervisor |
| 500-1000 | 3-5 | 0 | 4-7 | 1 + 0 | 2 | 14 + 2 Supervisors |
| 1001-2500 | 5-7 | 1+0 | 7-10 | 1 + 0 | 3 | 20 + 3 supervisors |
| 2501 – 5000 | 7-9 | 1+0 | 10-13 | 1 + 0 | 4 | 26 + 3 supervisors |
| 5001 – 7500 | 9-12 | 1+0 | 13-17 | 2+0 | 5 | 34 + 4spv + 1 mgr |
| 7501-10,000 | 12-15 | 2+0 | 17-22 | 3+0 | 6 | 44 + 5spv + 1 mgr |
| 10,001 – 15,000 | 15-18 | 2+0 | 22-35 | 4+1 | 7 + 1spv | 70 + 8spv + 2mgr |
| 15,001 – 25,000 | 18-24 | 3+0 | 35-60 | 6+1 | 9 + 1spv | 120 + 12spv + 3mgr |
| 25,001 – 35,000 | 21-24 | 3+0 | 60-80 | 7+2 | 10 + 1spv | 160 + 16spv + 4mgr |
| 35,001 – 50,000 | 24-30 | 3+1 | 80-110 | 8+2 | 12 + 1spv | 220 + 22spv + 5mgr |
| 50,001 – 65,000 | 30-35 | 3+1 | 110-140 | 11+3 | 15 + 1spv + 1 mgr | 280 + 28spv + 7 mgr |
| 65,001 – 80,000 | 35-45 | 4+1 | 140-170 | 14+3 | 16 + 2spv + 1 mgr | 340 + 34spv + 8 mgr |
| 80,001 – 95,000 | 45-60 | 5+1 | 170-225 | 17+4 | 22 + 2spv + 1 mgr | 450 + 45spv + 11 mgr |
| 95,001 – Over | 60 + | 1:10+1:7 | 225 + | 1:7 + 1:4 | -50% of passive | +50% of active |

¹ Does not include Maintenance of Traffic (MOT) and/or Wetzone staffing personnel – which may or may not increase total staffing

² Attendance matrix adjusted to meet our proposed definition of an event versus the 500 mark

³ 50% scale demonstrated for viewing numbers, but does not necessarily have to be included in chart

⁴ Same as 2

Exhibit II

EMERGENCY SERVICES PERSONNEL MATRIX:

| Attendees and Participants (combined) | Emergency Services Personnel |
|---------------------------------------|------------------------------------|
| 200--1,000 | 2--3 |
| 1,001--2,500 | 3--5 |
| 2,501--5,000 | 5--8 |
| 5,001--7,500 | 8--11 |
| 7,501--10,000 | 11--13 |
| 10,001--15,000 | 13--15 |
| 15,001--25,000 | 15--18 |
| 25,001--35,000 | 18--21 |
| 35,001--50,000 | 21--24 |
| 50,001--65,000 | 24--27 |
| 65,001--80,000 | 27--31 |
| 80,001--95,000 | 31--36 |
| 95,001 and over | 37 plus 2 for each additional 1000 |

Exhibit III

SOLID WASTE RECEPTACLE MATRIX:

(The Following Represents the Minimum Number of Receptacles Required for an Event.)

| | Number of Attendees | Receptacle Box Type | Dumpster/Roll Off 8 x 20 cu. yds. | Roll Off Requirements | Dumpster Fee Per Ton Charge |
|----|---------------------|---------------------|-----------------------------------|-----------------------|-----------------------------|
| 1 | 0 - 2,500 | - | N/A | 3 - 5 | \$71.00 per ton |
| 2 | 2,500 - 5,000 | 15 | N/A | 5 - 10 | " " |
| 3 | 5,000 - 10,000 | 30 | N/A | 10 - 15 | " " |
| 4 | 10,000 - 15,000 | 45 | N/A | 15 - 17 | " " |
| 5 | 15,000 - 20,000 | 60 | N/A | 17 - 20 | " " |
| 6 | 20,000 - 25,000 | 75 | N/A | 20 - 25 | " " |
| 7 | 25,000 - 50,000 | 150 | 1 - 8 yd | 25 - 30 | " " |
| 8 | 50,000 - 100,000 | 300 | 2 - 8 yd | 30 - 40 | " " |
| 9 | 100,000 - 250,000 | 500 | 4 - 8 yd | 40 - 50 | " " |
| 10 | 250,000+ | 750+ | 4 - 20 yd | 50+ | " " |
| | | | | | |
| | | | | | |