



**LAND DEVELOPMENT CODE AMENDMENT**

**PETITION**

PL20190002819

**ORIGIN**

Growth Management  
Department

**HEARING DATES**

BCC 11-10-20  
CCPC 09-09-20  
DSAC 08-05-20  
DSAC-LDR 06-18-20  
12-17-19

**SUMMARY OF AMENDMENT**

This amendment establishes submittal requirements, criteria for review, and an approval process for temporary special events that take place in or use County right-of-way. It further allows for the temporary placement of signage within County right-of-way.

**LDC SECTIONS TO BE AMENDED**

5.04.05 Temporary Events  
5.04.06 Temporary Signs  
10.03.06 Public Notice and Required Hearings for Land Use Petitions

**ADVISORY BOARD RECOMMENDATIONS**

<b>DSAC-LDR</b>	<b>DSAC</b>	<b>CCPC</b>
Approval with Recommendation	Approval	Approval

**BACKGROUND**

On October 22, 2019 the Board directed staff to amend the LDC to establish a temporary use permit and approval process for special events that require the use and temporary road closure of County owned or maintained rights-of-way and allow applications for such events to be processed until the LDC new standards are adopted. See exhibit “A”, the executive summary and initial proposed LDC text.

Since the Board’s directive, staff has identified the following changes and clarifications:

- In LDC section 5.04.05 A.5.c.i, the words “development standards” are replaced with applicable “requirements”.
- In LDC section 5.04.05 A.5.i, the word “deputies” is replaced with “law enforcement officers”.
- In LDC section 5.04.06 B.1.e, the word “directional” is replaced with “temporary” and “to promote tourism” is added as another benefit to the Community.
- In LDC section 5.04.06 A.3.a, temporary signs are currently prohibited for placement within any public right-of-way. This standard is amended to allow for an exception when temporary signs are permitted in accordance with the new provisions of the proposed amendment.
- In LDC section 5.04.05 A.5, a new subsection is added to assure compliance with the Federal Manual on Uniform Traffic Control Devices and FDOT’s Roadway and Traffic Design standard plans for the location, placement and maintenance of traffic signs associated with the event.
- Lastly, in LDC section 10.03.06, the mail notification requirement is changed so the mailed notice to be sent is determined by the right-of-way being impacted rather than from the radius of the event.

The proposed standards are designed to provide uniform requirements for temporary special events requiring the use of rights-of-way. Rights-of-way permit forms shall be updated accordingly.

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*DSAC-LDR Subcommittee Recommendation on 12-17-19:*

- Eliminate the first sentence that states “Any event which necessitates the use of the public rights-of-way of an arterial or collector roadway....” or reword, since any event can capture everything such as a group of bicycle riders, high school long distance foot race and yard sales which could use the right-of-way.
- Regulate only those events that would cause excessive congestion, maintenance of vehicular traffic and necessitate a lane or road closure or cause odor, noise, or lighting impacts.
- Clarify what the difference is for an event, directional, and entrance sign for the event.
- The term “neighborhood”, as applied to the mailed notification area is overreaching and creates an unnecessary expense to include all properties within one-quarter mile radius. The notification should be limited to only those property owners and homeowner associations abutting the right-of-way being impacted for the event.

*Additional DSAC-LDR Subcommittee Recommendations on 06-18-20:*

- Consistently capitalize or use a lower case for the word “County”.
  - “County” is capitalized throughout the text.
- Consider changing the reference from “Fire District” to “Fire Marshall”.
  - No change to the text, since “Fire District” is consistent with other provisions within the LDC.
- Consider increasing the temporary sign area from 24 inches by 32 inches to 2’ x 3’ since it is the standard size for sign vendors and the sign board would not be cut by 6 inches.
  - The right of way permit application for the placement of temporary directional signs limits the sign dimension to 24 inches by 32 inches. This standard has been applied since 1997. Staff has no objection to the change since LDC section 5.06.04 F.9 allows on premise directional signs to be no greater than 6 square feet.
- Clarify mailed notices will be sent out 15 days in advance of first advertised public hearing.
  - No change to the text, since the administrative code requires all mailed notices for advertised public hearings to be sent out 15 days in advance.
- Make the FDOT application requirements more user friendly by narrowing the applicable FDOT maps and provide an informational check list sheet for local and collector roadways.
  - Staff is currently in the process of revising the Application for Special Events form. The pertinent FDOT Standard Plan Index sheet for state roadways, marked maps and checklist for the placement of appropriate signage shall be included.
- The recommendations of the DSAC subcommittee members have been considered and the yellow highlighted text represent the changes since the Board’s direction.

*County Attorney’s Office Recommendation after CCPC recommendation of approval on 09-09-22:*

- After the CCPC’s recommendation of approval, the County Attorney’s Office (CAO) has recommended deleting the words “owned or maintained” when referencing County rights-of-way. An “owned” county rights-of-way (ROW) suggests the ROW is fee simple ownership only, which may not include easements, and “maintained” does not make sense. Additionally, the proposed amendment was revised for grammar and consistency. The CAO’s changes are not substantive amendments and provide additional clarity only.



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**FISCAL & OPERATIONAL IMPACTS**

There shall be an added expense for the applicant to comply with the mailed notice requirement and for any special event reviewed by the HEX or Board.

**GMP CONSISTENCY**

The various Elements of the Growth Management Plan do not regulate the use of rights-of-way. Therefore, this LDCA may be found consistent with the GMP.

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**EXHIBITS:** A) Executive Summary

**Amend the LDC as follows:**

1 **5.04.05 – Temporary Events**

2  
3 A. Special Events. This section establishes the location and development standards for  
4 special events, including temporary market events, sales and promotional events, and sports,  
5 religious, ~~and~~ community events, and events in County right-of-way.

6  
7 1. Standards applicable to all special events.

8  
9 a. Sanitary facilities shall be provided for the duration of the event. Proof  
10 of consent by business management shall be provided if permanent  
11 business restrooms are to be used.

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13 b. Safe ingress and egress shall be provided to the site, including  
14 emergency access measures.

15  
16 c. A maximum of 25 percent of the vehicular use area may be occupied or  
17 otherwise rendered unusable by the placement of temporary structures,  
18 equipment, and merchandise associated with the special event, unless  
19 equivalent additional off-site parking is provided.

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21 d. The minimum required number of handicapped parking spaces for the  
22 site pursuant to LDC section 4.05.07 shall not be used for the special  
23 event.

24  
25 e. In support of the special event, temporary structures, equipment,  
26 merchandise, and signage may be placed on the site subject to the  
27 approval of a site diagram depicting the locations of principal structures,  
28 parking, temporary structures, and signage.

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30 i. Temporary signage shall be subject to the restrictions set forth in  
31 LDC section 5.04.06.

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33 ii. All temporary structures, equipment, merchandise, or placement  
34 and parking of vehicles in conjunction with the special event shall  
35 be located in a parking lot or open space at least 10 feet from the  
36 property line, except events in County right-of-way that are  
37 approved in accordance with LDC section 5.04.05 A.5. All  
38 temporary structures, equipment, merchandise, or placement  
39 and parking of vehicles in conjunction with the special event ~~and~~  
40 shall be removed at the conclusion of each event.

41  
42 iii. A building permit may be required for the erection of temporary  
43 tents or structures.

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45 f. See Collier County Code of Laws Sections 118-102 and 118-131 to 118-  
46 155, or successor sections, for additional standards related to solid  
47 waste and recycling collection.

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- g. No sales, advertising, or other activity related to the special event shall be permitted in the public right-of-way in accordance with Collier County Code of Laws Section 26-1, or successor sections, unless approved in accordance with LDC section 5.04.05 A.5.
- h. Application. The Administrative Code shall establish the procedural requirements for special events.

\* \* \* \* \*

5. Events in **County Right-of-Way.**

- a. A temporary use permit shall be required for events which take place in any **County right-of-way.**
- b. The temporary use permit application shall be submitted at least 120 days prior to an event that requires Hearing Examiner or Board approval or 60 days prior to an event that requires administrative approval.
- c. At a minimum, temporary use permit applications for events shall be reviewed by the following Collier County departments, divisions, and outside agencies:
  - i. Collier County Growth Management Department shall determine compliance with all applicable **requirements.**
  - ii. Collier County Sherriff's Office shall determine whether any additional security or police service is necessary.
  - iii. The applicable Fire District shall determine whether any additional fire service is required.
  - iv. Emergency Medical Services shall determine whether any additional medical services are required.
  - v. Collier County Bureau of Emergency Services shall determine whether additional crowd control is required.
  - vi. Collier County Risk Management shall determine whether additional insurance or bonds are required for the event.
- d. Any event that necessitates the use of the right-of-way of any arterial or collector roadway, or any event which necessitates closing all or part of any **County right-of-way** between the hours of 7:00 AM through 9:00 AM or 3:30 PM through 6:30 PM shall require review and approval at a public hearing of the Hearing Examiner or Board of County Commissioners. Public notice shall be in accordance with LDC section 10.03.06 Z. Any appeal from a Hearing Examiner decision shall be to the Board of Zoning Appeals.
- e. Events that do not require a public hearing as set forth in LDC section 5.04.05 A.5.d above, shall be reviewed by the County Manager or

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designee. Any appeal from an administrative determination shall be to the Hearing Examiner or Board of Zoning Appeals, as applicable.

f. Criteria for review:

i. The applicant has complied with all required criteria on the permit application form.

ii. Sufficient support personnel, including certified crowd managers are available to assist in the conduct of the event.

iii. Adequate support facilities are available for the event including, but not being limited to, parking, refuse collection, sanitation, and lighting.

iv. No conflict exists with the requested event and other approved and previously scheduled events.

v. Crowd size has been determined to be a manageable size for the proposed event and site.

vi. The event is generally compatible with the character of the surrounding area.

vii. The applicant complied with the terms and conditions of any previously approved permits.

g. Applications shall include a site plan and route map that shows the proposed route of the event, areas of assembly or dispersal, parking areas, location of temporary signs, maintenance of traffic signs (such as detour signs, barricades, or cones), stationing of any crowd managers, officers, or flag persons, temporary detours to be utilized by the public, and all temporary construction or structures (stages, booths, water and toilet facilities, etc.).

h. The placement and location of maintenance of traffic signs shall be in accordance with the Federal Manual on Uniform Traffic Control Devices, as amended, and FDOT's Roadway and Traffic Design standard plans.

i. Certified crowd control managers shall be provided at a minimum ratio of one per 250 participants or attendees. Hiring of off-duty law enforcement officers shall satisfy the requirement for certified crowd control managers.

j. The County Manager or designee may revoke a temporary use permit if it is determined that any condition or stipulation has been violated, that the approval was in error or based on inaccurate information, or that the use negatively impacts the surrounding uses or poses a safety hazard, or otherwise is negatively impacting the safety, health or welfare of the general public.

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**5.04.06 - Temporary Signs**

A. A temporary use permit is required for the placement of any temporary ground sign, snipe sign, or banner that is not otherwise lawfully permitted. Temporary signs shall be allowed subject to the restrictions imposed by this section.

1. The County Manager or designee may issue temporary sign permits, classified by use, as necessary to adequately address each of the temporary signs described within this section. For each permit type the nonrefundable fee shall be as established in the fee schedule for the services performed by the Growth Management Division.

2. Temporary signs and banners shall not be erected prior to obtaining the appropriate temporary use permit and shall be removed on or before the expiration date of the temporary use permit authorizing said sign.

3. Standards applicable to all temporary signs.

a. Temporary signs and banners permitted by authority of this section shall not be placed within any public right-of-way, except when an event in the County right-of-way is approved and a temporary use permit is issued in accordance with LDC sections 5.04.05 A.5 and 5.04.06 B.1.

i. Sign placement shall not obstruct or impair the safe visibility, ingress, or egress of pedestrians and motorists.

b. The occupant of a lot, parcel, multi-tenant parcel or mixed use building, may display 1 on-site temporary sign; a second such sign may be displayed on a property having a second street frontage.

c. Absent specific standards to the contrary, temporary signs shall be located onsite and no closer than 10 feet to any property line.

d. Temporary signs and banners used on nonresidential or mixed use properties shall not exceed 32 square feet in sign area or 8 feet in height.

e. Temporary signs used on residentially zoned properties shall not exceed 4 square feet in area or 3 feet in height.

B. Temporary Sign Permit Types and Standards.

1. Temporary Events. A temporary use permit for a temporary event, issued per LDC section 5.04.05., shall allow for the placement of temporary signage as classified and regulated herein.

a. A "sign only" temporary use permit may be issued for temporary ground signs and banners used to promote a sale, event, or activity not requiring a temporary event temporary use permit per LDC section 5.04.05 of this Code. Such uses include, however are not limited to, study or course

offerings, vacation camp, non-public indoor events, and sales events occurring within the confines of an established business.

- i. "Sign only" temporary use permits will be allowed, regulated, and enforced as special event signs.
- ii. Time limits for "sign only" temporary use permits shall be the same as those for special events, see LDC subsection 5.04.05 A.3.

b. Special event signs.

- i. Special event signs shall be erected not more than 15 calendar days prior to the supporting event and shall be removed within 7 calendar days after the event has taken place.

c. Seasonal sales signs.

d. Garage sales signs. Two temporary signs may be placed on the property where the sale is being conducted.

e. Temporary signs for events in County right-of-way.

i. Signs may display the event, name, date, location and a directional arrow pointing to the direction of the event only.

ii. No sales, advertisement, or commercial message is allowed on signs.

iii. Maximum dimension of 2 feet by 3 feet.

iv. No signs shall be erected more than seven days prior to a scheduled event, and all signs must be removed within three business days after the event completion.

v. No signs shall be located within the right-of-way medians.

vi. No signs shall be attached to traffic control signs or other authorized highway signs and impede vehicular or pedestrian traffic.

vii. Limited to six signs within a five-mile radius of the event boundaries. However, events recognized at a regular meeting of the Board of County Commissioners to benefit the Community and promote tourism are limited to up to 40 signs.

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**10.03.06 – Public Notice and Required Hearings for Land Use Petitions**

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Z. Events in County Right-of-Way, pursuant to LDC section 5.04.05 A.5.



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1. The following advertised public hearing is required:

a. One Hearing Examiner or BCC hearing.

2. The following notice procedures are required:

a. Newspaper advertisement prior to the advertised public hearing in accordance with F.S. 125.66.

b. Mailed notice prior to the first advertised public hearing. For the purposes of this application, all mailed notices shall be sent to property owners, neighborhoods and business associations within one-quarter mile of the County right-of-way impacted by the event.

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# Exhibit A – Executive Summary

16.A.20

10/22/2019

## EXECUTIVE SUMMARY

**Recommendation to direct staff to bring back for a public hearing an ordinance, amending the Land Development Code and the Administrative Code to clarify the submittal requirements, criteria for review, and approval process for special events that will require the use of county owned or maintained rights-of-way, and allow applications for such events to be processed under the proposed new standards while the LDC amendment process is pending.**

**OBJECTIVE:** To provide sufficient time and standard procedures for County divisions or other outside agencies required to review all special event applications and to streamline the permitting process especially for application which will require road closure such as parades, races, rallies, or other event that would require the use of Collier County owned or maintained rights-of-way. This change would provide staff and outside groups such as the Sheriff's Office, Fire Districts, Emergency Medical Services, Bureau of Emergency Services, and Collier County Risk Management, the opportunity to review in detail each application and enhance the health and safety of the residents and visitors to Collier County.

**CONSIDERATIONS:** The Land Development Code is silent with regards to standards for special events that will require the use of county owned and/or maintained right-of-way, such as foot races or bicycle races. Depending on the location and timing, these events can have a significant impact on traffic and access to private properties. Staff proposes establishing the following standards and approval process for these events:

- A requirement for temporary use permits (TUP) for events which take place in any county owned or maintained rights-of-way (this applies to sidewalks, travel lanes, etc.).
- A requirement for a public hearing in front of the Hearing Examiner for any event which necessitates the use of any arterial or collector rights-of-way or for the closing of any county owned or maintained rights-of-way during AM or PM peak hours.
- A requirement to submit applications a minimum of 60 days prior to the beginning of an event that requires administrative approval and 120 days prior to an event that requires a public hearing.
- The ability to appeal administrative decisions to the Hearing Examiner and to appeal Hearing Examiner decisions to the Board of Zoning Appeals.
- A requirement for TUPs for events in rights-of-way to be reviewed by:
  - Collier County Growth Management Division,
  - Collier County Sherriff's Office,
  - Fire Districts,
  - Emergency Medical Services,
  - Collier County Bureau of Emergency Services, and
  - Collier County Risk Management.
- A requirement for site plans and route maps.
- A requirement for certified crowd control managers.
- An allowance for the County Manager or designee to revoke a TUP under certain circumstances.
- An allowance for directional signs to be located in the public right-of-way according to the following criteria:
  - Signs may display the event, name, date, location and directional arrow pointing in the direction of the event only,
  - No sales, advertisement, or commercial messages allowed on signs,
  - Maximum dimension of 24 inches by 32 inches,
  - No signs shall be erected more than seven days prior to a scheduled event, and all signs must be removed within three business days after the event completion,

Packet Pg. 1522

# Exhibit A – Executive Summary

16.A.20

10/22/2019

- No signs may be located within the medians,
- No signs shall be attached to traffic control signs or other authorized highway signs,
- Limited to six signs within a five-mile radius of the event boundaries, and
- An additional allocation of up to 40 special event directional signs for events recognized by the Board of County Commissioners to benefit the community.
- A requirement for Newspaper advertisement and mailed notice prior to the advertised public hearing.

### Standards in Other Communities

Standard	Charlotte County	Lee County	City of Naples	Sarasota County	West Palm Beach	Escambia County
Limitations on Road Closures						
Traffic Safety Plans/Maintenance of Traffic	x	x	x		x	x
Application Submittal Deadline (prior to event date)	30 days prior	30 days prior	1 year to 60 days prior	10 days prior	6 months for "high impact events" or 6 weeks	60 days prior
Crowd Management		Requires coordination with Sherriff	x		x	
Sign Standards		x	x		x	
Public Notice Requirements			x			
Multi-Agency Review/Approval	x	x			x	x
Cancellation During Declared Emergencies					x	
Administrative Approval	x	x	City Council approval for street closings	x	Road closures approved by Mayor	x
Appeal Process				x		
Location of Standards	LDC	LDC, Administrative Code, Stand-alone Ordinance	LDC, Application	LDC	LDC, Application terms and conditions	Application

Staff is requesting approval to advertise, and bring back for public hearing, an ordinance approving the standards, processes and procedures described above, and authorization to allow staff to process existing applications under the proposed new zoning standards while the zoning change is in progress.

**FISCAL IMPACT:** Cost of advertising for the LDC amendment is estimated at \$1,200.

Packet Pg. 1523

# Exhibit A – Executive Summary

16.A.20

10/22/2019

**GROWTH MANAGEMENT IMPACT:** There is no Growth Management Impact associated with this action.

**LEGAL CONSIDERATIONS:** This item is approved as to form and legality, and it requires a majority vote for approval. An affirmative vote of four will be needed when the Board hears the LDC amendment in the future. (HFAC)

**RECOMMENDATION:** Recommendation to direct staff to bring back for a public hearing an ordinance, amending the Land Development Code and the Administrative Code to establish a temporary use permit and approval process for special events that will require the use of county owned or maintained rights-of-way, and allow applications for such events to be processed under the proposed new standards while the LDC amendment process is pending.

Prepared by: James French, Deputy Department Head, Growth Management Department  
Claudine Auclair, Business Center Manager, Growth Management Department

**ATTACHMENT(S)**

1. Draft LDCA for Executive Summary 10-14-19 w CAO approval (PDF)

Packet Pg. 1524

# Exhibit A – Executive Summary

**DRAFT**

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**Amend the LDC as follows:**

- 1 **5.04.05 – Temporary Events**
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- 3 A. Special Events. This section establishes the location and development standards for
- 4 special events, including temporary market events, sales and promotional events, and
- 5 sports, religious, ~~and~~ community events, and events in rights-of-way.
- 6
- 7 1. Standards applicable to all special events.
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- 9 a. Sanitary facilities shall be provided for the duration of the event. Proof
- 10 of consent by business management shall be provided if permanent
- 11 business restrooms are to be used.
- 12
- 13 b. Safe ingress and egress shall be provided to the site, including
- 14 emergency access measures.
- 15
- 16 c. A maximum of 25 percent of the vehicular use area may be occupied or
- 17 otherwise rendered unusable by the placement of temporary structures,
- 18 equipment, and merchandise associated with the special event, unless
- 19 equivalent additional off-site parking is provided.
- 20
- 21 d. The minimum required number of handicapped parking spaces for the
- 22 site pursuant to LDC section 4.05.07 shall not be used for the special
- 23 event.
- 24
- 25 e. In support of the special event, temporary structures, equipment,
- 26 merchandise, and signage may be placed on the site subject to the
- 27 approval of a site diagram depicting the locations of principal structures,
- 28 parking, temporary structures, and signage.
- 29
- 30 i. Temporary signage shall be subject to the restrictions set forth in
- 31 LDC section 5.04.06.
- 32
- 33 ii. All temporary structures, equipment, merchandise, or placement
- 34 and parking of vehicles in conjunction with the special event shall
- 35 be located in a parking lot or open space at least 10 feet from the
- 36 property line, except events in rights-of-way that are approved in
- 37 accordance with LDC section 5.04.05 A.5. All temporary
- 38 structures, equipment, merchandise, or placement and parking
- 39 of vehicles in conjunction with the special event ~~and~~ shall be
- 40 removed at the conclusion of each event.
- 41
- 42 iii. A building permit may be required for the erection of temporary
- 43 tents or structures.
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Attachment: Draft LDCA for Executive Summary 10-14-19 w CAO approval (10215 : Special Events)

# Exhibit A – Executive Summary

16.A.20.a

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- 1 f. See Collier County Code of Laws Sections 118-102 and 118-131 to 118-155, or successor sections, for additional standards related to solid waste and recycling collection.
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- 5 g. No sales, advertising, or other activity related to the special event shall be permitted in the public right-of-way in accordance with Collier County Code of Laws Section 26-1, or successor sections, unless approved in accordance with LDC section 5.04.05 A.5.
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- 10 h. Application. The Administrative Code shall establish the procedural requirements for special events.
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15 5. Events in Rights-of-Way.

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- 17 a. A temporary use permit shall be required for events which take place in any county owned or maintained rights-of-way.
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- 20 b. The temporary use permit application shall be submitted at least 120 days prior to an event that requires Hearing Examiner approval or 60 days prior to an event that requires administrative approval.
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- 24 c. At a minimum, temporary use permit applications for events in rights-of-way shall be reviewed by the following Collier County departments, divisions, and outside agencies:
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- 28 i. Collier County Growth Management Department shall determine compliance with all applicable development standards.
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- 31 ii. Collier County Sherriff's Office shall determine whether any additional security or police service is necessary.
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- 34 iii. The applicable fire district shall determine whether any additional fire service is required.
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- 37 iv. Emergency Medical Services shall determine whether any additional medical services are required.
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- 40 v. Collier County Bureau of Emergency Services shall determine whether additional crowd control is required.
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- 43 vi. Collier County Risk Management shall determine whether additional insurance or bonds are required for the event.
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- 46 d. Any event which necessitates the use of the right-of-way of any arterial or collector roadway, or any event which necessitates closing all or part of any County owned or maintained right-of-way between the hours of 7:00 AM through 9:00 AM or 3:30 PM through 6:30 PM shall require review and
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Attachment: Draft LDCA for Executive Summary 10-14-19 w CAO approval (10215 : Special Events)

# Exhibit A – Executive Summary

16.A.20.a

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approval at a public hearing of the Hearing Examiner or Board of County Commissioners. Public notice shall be in accordance with LDC section 10.03.06 Z. Any appeal from a Hearing Examiner decision shall be to the Board of Zoning Appeals.

e. Events that do not require public hearing as set forth in LDC section 5.04.05 A.5.d. above, shall be reviewed by the County Manager or designee. Any appeal from an administrative determination shall be to the Hearing Examiner or Board of Zoning Appeals, as applicable.

f. Criteria for review:

i. The applicant has complied with all required criteria outlined on the permit application form.

ii. Sufficient support personnel are available to assist in the conduct of the event.

iii. Adequate support facilities are available for the event with the support facilities including, but not being limited to, parking, refuse collection, sanitation, and lighting.

iv. No conflict exists with the requested event and other approved and previously scheduled events.

v. Crowd size has been determined to be a manageable size for the proposed event and site.

vi. The event is generally compatible with the character of the surrounding area.

vii. The applicant complied with terms and conditions of any previously granted permits.

g. Applications shall include a site plan and route map that shows the: proposed route of the event, areas of assembly or dispersal; parking areas; locations of directional signs, maintenance of traffic signs (such as detour signs, barricades, or cones); stationing of any crowd managers, officers, or flagpersons, temporary detours to be utilized by the public, and all temporary construction or structures (stages, booths, water and toilet facilities, etc.).

h. Certified crowd control managers shall be provided at a minimum ratio of 1 per 250 participants or attendees. Hiring of off-duty deputies shall satisfy the requirement for certified crowd control managers.

i. The County Manager or designee may revoke a temporary use permit if it is determined that any condition or stipulation has been violated, that the approval was in error or based on inaccurate information, or that the use

Attachment: Draft LDCA for Executive Summary 10-14-19 w CAO approval (10215 : Special Events)

# Exhibit A – Executive Summary

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1 negatively impacts the surrounding uses or poses a safety hazard, or  
2 otherwise is negatively impacting the safety, health or welfare of the  
3 general public.

4 # # # # # # # # # # # # #

5  
6  
7 **5.04.06 - Temporary Signs**

8  
9 A. A temporary use permit is required for the placement of any temporary ground sign, snipe  
10 sign, or banner that is not otherwise lawfully permitted. Temporary signs shall be allowed  
11 subject to the restrictions imposed by this section.

12  
13 1. The County Manager or designee may issue temporary sign permits, classified by  
14 use, as necessary to adequately address each of the temporary signs described  
15 within this section. For each permit type the nonrefundable fee shall be as  
16 established in the fee schedule for the services performed by the Growth  
17 Management Division.

18  
19 2. Temporary signs and banners shall not be erected prior to obtaining the  
20 appropriate temporary use permit, and shall be removed on or before the  
21 expiration date of the temporary use permit authorizing said sign.

22  
23 3. Standards applicable to all temporary signs.  
24  
25 a. Temporary signs and banners permitted by authority of this section shall  
26 not be placed within any public right-of-way.

27  
28 i. Sign placement shall not obstruct or impair the safe visibility,  
29 ingress, or egress of pedestrians and motorists.

30  
31 b. The occupant of a lot, parcel, multi-tenant parcel or mixed use building, may  
32 display 1 on-site temporary sign; a second such sign may be displayed on a  
33 property having a second street frontage.

34  
35 c. Absent specific standards to the contrary, temporary signs shall be located onsite  
36 and no closer than 10 feet to any property line.

37  
38 d. Temporary signs and banners used on nonresidential or mixed use properties shall  
39 not exceed 32 square feet in sign area or 8 feet in height.

40  
41 e. Temporary signs used on residentially zoned properties shall not exceed 4 square  
42 feet in area or 3 feet in height.

43  
44 B. Temporary Sign Permit Types and Standards.

45  
46 1. Temporary Events. A temporary use permit for a temporary event, issued per  
47 section 5.04.05., shall allow for the placement of temporary signage as classified  
48 and regulated herein.

49

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# Exhibit A – Executive Summary

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- 1 a. A "sign only" temporary use permit may be issued for temporary ground  
2 signs and banners used to promote a sale, event, or activity not requiring  
3 a temporary event temporary use permit per section 5.04.05 of this Code.  
4 Such uses include, however are not limited to, study or course offerings,  
5 vacation camp, non-public indoor events, and sales events occurring within  
6 the confines of an established business.  
7  
8 i. "Sign only" temporary use permits will be allowed, regulated, and  
9 enforced as special event signs.  
10  
11 ii. Time limits for "sign only" temporary use permits shall be the same  
12 as those for special events, see subsection 5.04.05 A.3.  
13  
14 b. Special event signs.  
15  
16 i. Special event signs shall be erected not more than 15 calendar  
17 days prior to the supporting event and shall be removed within 7  
18 calendar days after the event has taken place.  
19  
20 c. Seasonal sales signs.  
21  
22 d. Garage sales signs. Two temporary signs may be placed on the property  
23 where the sale is being conducted.  
24  
25 e. Directional signs for events in rights-of-way signs.  
26  
27 i. Signs may display the event, name, date, location and directional  
28 arrow pointing in the direction of the event only.  
29  
30 ii. No sales, advertisement, or commercial message is allowed on  
31 signs.  
32  
33 iii. Maximum dimension of 24 inches by 32 inches.  
34  
35 iv. No signs shall be erected more than seven days prior to a  
36 scheduled event, and all signs must be removed within three  
37 business days after the event completion.  
38  
39 v. No signs may be located within the medians.  
40  
41 vi. No signs shall be attached to traffic control signs or other authorized  
42 highway signs.  
43  
44 vii. Limited to six signs within a five-mile radius of the event boundaries.  
45 However, events recognized at a regular meeting of the Board of  
46 County Commissioners to benefit the Community are limited to up  
47 to 40 directional signs.  
48

49 # # # # # # # # # # # # # #

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# Exhibit A – Executive Summary

16.A.20.a

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1 **10.03.06 – Public Notice and Required Hearings for Land Use Petitions**  
2  
3 \* \* \* \* \*  
4  
5 Z. Events in Rights-of-Way, pursuant to LDC section 5.04.05 A.5.  
6  
7 1. The following advertised public hearing is required:  
8  
9 a. One Hearing Examiner or BCC Hearing.  
10  
11 2. The following notice procedures are required:  
12  
13 a. Newspaper Advertisement prior to the advertised public hearing in  
14 accordance with F.S. 125.66.  
15  
16 b. Mailed Notice prior to the first advertised public hearing. For the purposes  
17 of this application, all mailed notices shall be sent to property owners, and  
18 neighborhood and business associations within one-quarter mile radius  
19 from the event.  
20  
21 # # # # # # # # # # # # #

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