



**VILLAGE OF INDIANTOWN
AGENDA
REGULAR VILLAGE COUNCIL MEETING**

April 25, 2024
6:30 PM
15516 SW Osceola St Suite B, Indiantown, Florida 34956
Indiantown, FL 34956

VILLAGE COUNCIL
SUSAN GIBBS THOMAS, MAYOR
ANGELINA PEREZ, VICE MAYOR
CARMINE DIPAOLO
JANET HERNÁNDEZ

ADMINISTRATION
TARYN KRYZDA, VILLAGE MANAGER
LARHONDA MCBRIDE, VILLAGE CLERK
WADE C. VOSE, ESQ., VILLAGE ATTORNEY

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That's why we say "Character Counts" in Indiantown. Civility is practiced at all Village meetings.

Special Needs: If anyone attending this meeting requires a reasonable accommodation, please contact LaRhonda McBride, Village Clerk, by telephone at (772) 597-9900 or by email at lmcbride@indiantownfl.gov at least 48 hours in advance.

Quasi-Judicial Hearings: Some of the matters on the Agenda may be "quasi-judicial" in nature. Village Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. Unsworn comment will be given its appropriate weight by the Village Council.

Appeal of Decision: If a person decides to appeal any decision made by the Village Council with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Agenda: Those matters included under the Consent Agenda are typically self-explanatory, non-controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Village Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Agenda to be heard separately, by a Village Council Member, or by any member of the public desiring it to be heard, without a motion.

ROLL CALL

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

ADDITIONS, DELETIONS, PULLED ITEMS OR OTHER MODIFICATIONS

PROCLAMATIONS, AWARDS AND SPECIAL PRESENTATIONS

1. Proclamation for National Day of Prayer May 2, 2024
2. Proclamation for Stroke Awareness Month 2024

PUBLIC COMMENT (3 MINUTES EACH)

*-The public is invited to comment for up to 3 minutes **on any item not on the Agenda.** Questions are typically deferred to staff, and if civility is not practiced, the Mayor may rule the person out of order, and may require the person be removed from the meeting.*

COMMENTS BY VILLAGE COUNCIL MEMBERS

COMMITTEE REPORTS

COMMENTS BY VILLAGE MANAGER

APPROVAL OF AGENDA

CONSENT AGENDA

3. Minutes April 11, 2024

QUASI-JUDICIAL HEARINGS (ITEMS MAY ALSO BE UNDER ORDINANCES OR RESOLUTIONS, AS APPROPRIATE)

REGULAR AGENDA

4. Interlocal Agreement Between Martin County and the Village of Indiantown for the Temporary Provision of Building Official, Inspection and Plan Review Services

FIRST READING ORDINANCES

SECOND READING ORDINANCES

DISCUSSION ITEMS

5. Discussion on Indiantown Trust Fund

6. Draft Revisions to Special Event Regulations for Council Review

ANNOUNCEMENTS

NEXT REGULAR MEETING (ANNOUNCE TIME, DATE AND LOCATION)

ADJOURNMENT

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Council Meeting

AGENDA ITEM TITLE: Proclamation for National Day of Prayer May 2, 2024

SUMMARY OF ITEM: National Day of Prayer is observed annually inviting people of all faiths to come together in prayer.

FISCAL IMPACT STATEMENT: N/A

RECOMMENDATION: For informational purposes only

PREPARED BY: Renae Cherry

DATE: 4/19/2024

ATTACHMENTS:

Description

Proclamation for National Day of Prayer

Proclamation



NATIONAL DAY OF PRAYER MAY 2, 2024

WHEREAS, prayer has been an integral part of our nation's history, providing comfort, guidance, and strength to individuals and communities in times of need, celebration, and reflection; and

WHEREAS, the National Day of Prayer is observed annually on the first Thursday of May, inviting people of all faiths to come together in prayer for our nation, its leaders, and its citizens; and

WHEREAS, prayer transcends boundaries of religion, ethnicity, and culture, serving as a unifying force that promotes understanding, compassion, and solidarity among diverse communities; and

WHEREAS, the National Day of Prayer provides an opportunity for people of different faiths and backgrounds to join in collective prayer, seeking guidance, wisdom, and blessings for our nation and its people; and

WHEREAS, it is essential to recognize the power of prayer in promoting peace, healing divisions, and fostering a sense of unity and common purpose among all Americans.

NOW, THEREFORE, I, Susan Gibbs Thomas, Mayor of the Village of Indiantown, Florida do hereby proclaim the first Thursday of May as the National Day of Prayer in the Village of Indiantown and urge all citizens to join me in observing this day by engaging in prayerful reflection, seeking guidance and blessings for our nation, and promoting unity and understanding among all people.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Village of Indiantown, Florida to be affixed this 25th day of April 2024.

ATTEST:

LaRhonda McBride
Village Clerk

Susan Gibbs Thomas
Mayor

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Council Meeting

AGENDA ITEM TITLE: Proclamation for Stroke Awareness Month 2024

SUMMARY OF ITEM: Stroke Awareness Month provides an opportunity to raise awareness about the signs, symptoms, and risk factors associated with having a stroke.

FISCAL IMPACT STATEMENT: N/A

RECOMMENDATION: For informational purposes only

PREPARED BY: Renae Cherry

DATE: 4/19/2024

ATTACHMENTS:

Description

Proclamation for Stroke Awareness Month 2024

Proclamation



STROKE AWARENESS MONTH 2024

WHEREAS, stroke is a leading cause of death and disability worldwide, affecting individuals of all ages, backgrounds, and walks of life; and

WHEREAS, Stroke Awareness Month provides an opportunity to raise awareness about the signs, symptoms, and risk factors associated with stroke, and to educate the public about the importance of prevention, early detection, and timely treatment in saving lives and minimizing long-term disability; and

WHEREAS, strokes can be devastating, causing physical, cognitive, and emotional impairments that significantly impact the quality of life for survivors and their families, and imposing a heavy burden on healthcare systems and society as a whole; and

WHEREAS, many strokes are preventable through lifestyle modifications, including maintaining a healthy diet, engaging in regular physical activity, managing stress, avoiding tobacco use, and controlling hypertension, diabetes, and other risk factors; and

WHEREAS, increasing public awareness and understanding of stroke can empower individuals to take proactive steps to reduce their risk, recognize the warning signs of stroke, and seek immediate medical attention, thereby improving outcomes and saving lives;

NOW, THEREFORE, I, Susan Gibbs Thomas, Mayor of the Village of Indiantown, Florida, do hereby proclaim the month of May as Stroke Awareness Month. I call upon all Americans to join in raising awareness about stroke, to learn about the signs, symptoms, and risk factors, and to support efforts to prevent, treat, and address the impact of stroke on individuals, families, and communities.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the seal of the Village of Indiantown, Florida to be affixed this 25th day of April 2024.

ATTEST:

LaRhonda McBride
Village Clerk

Susan Gibbs Thomas
Mayor

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Meeting

AGENDA ITEM TITLE: Minutes April 11, 2024

SUMMARY OF ITEM: Minutes April 11, 2024

FISCAL IMPACT STATEMENT: NA

RECOMMENDATION: Minutes April 11, 2024

PREPARED BY: LaRhonda McBride, Village Clerk

DATE: 4/18/2024

ATTACHMENTS:

Description

Minutes April 11, 2024



**VILLAGE OF INDIANTOWN
REGULAR VILLAGE COUNCIL MEETING MINUTES
April 11, 2024
6:30 PM**

**15516 SW Osceola Street, Suite C
Indiantown, FL 34956**

CALL TO ORDER: 6:31 p.m.

ROLL CALL: LaRhonda McBride, Village Clerk

PRESENT: Mayor Susan Gibbs Thomas, Council Member Janet Hernández, and Council Member Carmine Dipaolo. Vice Mayor Angelina Perez was absent.

Staff: Village Manager Taryn Kryzda, Village Attorney Wade C. Vose, Parks & Recreation Director Deborah Resos, Public Works & Utilities Director Patrick Nolan, Finance Director Michael Florio, Village Clerk LaRhonda McBride, and Administrative Assistant Renae Cherry.

Motion was made to excuse the absence of Vice Mayor Perez by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

INVOCATION: Pastor Mike Pascual

PLEDGE OF ALLEGIANCE: Mayor Gibbs Thomas led the Pledge of Allegiance.

ADDITIONS, DELETIONS, PULLED ITEMS OR OTHER MODIFICATIONS: None

PROCLAMATIONS, AWARDS AND SPECIAL PRESENTATIONS:

1. Martin County Fire Rescue Quarterly Report by District Chief Shell

District Chief Joshua Shell with Martin County Fire Rescue provided the quarterly report on calls to the department, motor vehicle accidents, and road closures.

Mayor Gibbs Thomas noted there was currently smoke in the air and asked

where it was coming from.

Chief Shell stated that the smoke was likely coming from a 20-acre brush fire burning near Allapatah Road.

Council Member Dipaolo asked how many transports there were this quarter out of the total number of calls.

Chief Shell replied that he would need to check the records.

Mayor Gibbs Thomas requested that Chief Shell include the number of transports in future quarterly reports.

2. Presentation by Treasure Coast Regional Planning Council on Strategic Planning

Kim Delaney from the Treasure Coast Regional Planning Council discussed how strategic planning could benefit the Village of Indiantown.

Discussion ensued regarding when the Village Council last held a strategic planning workshop.

Council Member Dipaolo requested a workshop be scheduled.

Dr. Delaney explained that while it varies from government to government, many local governments hold annual strategic planning meetings.

Council Member Hernández highlighted the importance of strategic planning for the future of the Village and requested annual meetings.

The Village Council directed Staff to schedule a workshop.

PUBLIC COMMENT:

Tarrah Lowry, president of the non-profit Trustbridge Hospice, requested a letter of support for Trustbridge to extend into Martin County with a location in Indiantown that would offer hospice services, palliative care, and mobile clinics.

Village Manager Kryzda stated that Village Attorney Vose's office would review Ms. Lowry's request.

Martin County Commissioner Harold Jenkins spoke regarding the Martin County Community Land Trust.

COMMENTS BY VILLAGE COUNCIL MEMBERS:

Mayor Gibbs Thomas apologized to the public and to Council Member Dipaolo for not allowing him to speak at the prior meeting.

Council Member Hernández wished all a good evening and thanked the Staff for arranging the strategic planning presentation. She stated that her appointee for the fact-finding committee would be on medical leave and that a temporary appointee, Heidi Dove, would fill in.

Council Member Dipaolo thanked all in attendance and stated that he was looking forward to the meeting at 10:00 a.m. on Saturday, April 13, 2024.

Mayor Gibbs Thomas welcomed everyone to the meeting. She asked whether the Village would need to hold a workshop to initiate changes to the Land Development Regulations (LDR), specifically relating to special event permits.

Village Attorney Vose stated that his office was drafting changes that could be discussed at the next meeting. For broader changes to the LDRs, he advised a formal discussion.

Mayor Gibbs Thomas requested that Staff add an agenda item for the next meeting to discuss proposed changes to the LDRs.

Council Member Dipaolo asked whether the Council would review the ordinances one by one.

Mayor Gibbs Thomas replied that they should first review specific issues and then conduct a line-by-line review.

Discussion ensued regarding next steps.

COMMITTEE REPORTS: None.

COMMENTS BY VILLAGE MANAGER:

Village Manager Kryzda had no comments.

APPROVAL OF AGENDA:

Motion was made to approve the Agenda by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

CONSENT AGENDA:

Motion was made to approve the Consent Agenda by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

3. Approve Repair Work to the Exterior Staircase at Big Mound Park

Council Member Hernández asked whether Staff had done a price comparison for the repairs in Items #3 and #4.

Parks & Recreation Director Resos stated that she had solicited quotes from three different companies and chosen the most affordable credible company.

4. Approve Repair Work to the Deck at Big Mound Park Front Restroom
5. Approval of the Minutes of the Special Council Meeting of March 28, 2024
6. Approval of the Minutes of the Regular Council Meeting of March 28, 2024

Linda Nycum requested greater transparency with Consent Agenda items.

REGULAR AGENDA:

7. Approval of Agreement for Plan Review Services and Miscellaneous Engineering Assistance with Kimley-Horn and Associates in an Amount not to Exceed \$80,000.00 Annually.

Public Works & Utilities Director Nolan provided an overview of the item and introduced Tom Jensen with Kimley-Horn.

Mr. Jensen explained that the contract amount had increased due to an increase in projects. He clarified that the contract amount is merely a maximum; if the Village does not require services totaling \$80,000.00, it would not be required to use the full amount.

Mayor Gibbs Thomas thanked Mr. Nolan and Mr. Jensen for their hard work.

Motion was made to approve the agreement with Kimley-Horn by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

8. **RESOLUTION NO. 003-2024:** A RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, ACCEPTING A STATE APPROPRIATION OF \$550,000.00 AND APPROVING THE STATE FUNDED GRANT AGREEMENT (SFGA) FOR DRAINAGE AND ROADWAY REPAIR DESIGN; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Public Works & Utilities Director Nolan provided an overview of the item.

Council Member Hernández inquired into the timeline of the item.

Public Works & Utilities Director Nolan explained that his office first needs to have an engineering report approved by the State before putting the project out to bid.

Motion was made to approve Resolution No. 003-2024 by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

FIRST READING ORDINANCES: None

SECOND READING ORDINANCES:

9. **ORDINANCE NO. 07-2024:** AN ORDINANCE OF THE VILLAGE OF INDIANTOWN, FLORIDA, CREATING ARTICLE VIII, “WATER CONSERVATION - LANDSCAPE IRRIGATION,” OF CHAPTER 40, “UTILITIES”, OF THE VILLAGE OF INDIANTOWN CODE OF ORDINANCES; PROVIDING FOR LOCAL IMPLEMENTATION OF THE MANDATORY YEAR-ROUND LANDSCAPE IRRIGATION CONSERVATION MEASURES RULE OF THE SOUTH FLORIDA WATER MANAGEMENT DISTRICT (CHAPTER 40E-24, F.A.C.); PROVIDING DEFINITIONS; PROVIDING FOR THE APPLICABILITY OF THE ARTICLE; PROVIDING THE LANDSCAPE IRRIGATION SCHEDULE; PROVIDING EXCEPTIONS TO THE LANDSCAPE IRRIGATION SCHEDULE; PROVIDING FOR A REQUIREMENT TO OPERATE TECHNOLOGY THAT INHIBITS OR INTERRUPTS AN IRRIGATION SYSTEM DURING PERIODS OF SUFFICIENT MOISTURE; PROVIDING FOR VARIANCES FROM THE SPECIFIC DAY OF THE WEEK LIMITATIONS; PROVIDING FOR ENFORCEMENT; PROVIDING FOR PENALTIES FOR VIOLATION; AND PROVIDING FOR FINDINGS, CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

Village Attorney Vose provided an overview of the item.

Motion was made to approve Ordinance No. 07-2024 on second reading by Council Member Dipaolo. Motion was duly seconded by Council Member Hernández and approved unanimously.

DISCUSSION ITEMS: None

ANNOUNCEMENTS:

Mayor Gibbs Thomas reminded everyone of the meeting at 10 a.m. on Saturday, April 13, 2024, and announced that on the same day, the Chamber of Commerce would host a children’s fishing tournament, with over 150 participants.

NEXT REGULAR MEETING: April 25, 2024

ADJOURNMENT: 7:13 p.m.

ATTEST:

VILLAGE OF INDIANTOWN, FLORIDA

LaRhonda McBride
Village Clerk

Susan Gibbs Thomas,
Mayor

Date

**VILLAGE OF INDIANTOWN, FLORIDA
AGENDA MEMORANDUM**

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Meeting

AGENDA ITEM TITLE: Interlocal Agreement Between Martin County and the Village of Indiantown for the Temporary Provision of Building Official, Inspection and Plan Review Services

SUMMARY OF ITEM: The Village previously contracted with SafeBuilt for building official, inspection, and plan review services. SafeBuilt recently advised that it could no longer provide the Village with such services after March 31, 2024. As a result, temporary arrangements were made with Martin County to provide such services. Martin County administration has advised that the County is willing to continue to provide such services to the Village, as memorialized in an interlocal agreement to that effect.

The interlocal agreement attached provides for an initial term through June 1, 2025, with the option to extend for additional 12 month periods upon mutual agreement in writing.

As the Council knows, the Village currently contracts with the County for other important services, such as Fire Marshal services (via interlocal agreement) and Fire Rescue services (via Village opt-in to the County Fire-Rescue MSTU and MSBU).

**FISCAL IMPACT
STATEMENT:**

RECOMMENDATION: Staff recommends approval of the Interlocal Agreement Between Martin County and the Village of Indiantown for the Temporary Provision of Building Official, Inspection and Plan Review Services.

PREPARED BY: Wade Vose, Village Attorney

DATE: 4/19/2024

ATTACHMENTS:

Description

VillageofIndiantown_TempProvisonofBuildingOfficialinspectionplanreviewservices_04102024 wcv rev 04-17-24 final

**INTERLOCAL AGREEMENT BETWEEN
MARTIN COUNTY AND THE VILLAGE OF INDIANTOWN
FOR THE TEMPORARY PROVISION OF BUILDING OFFICIAL, INSPECTION AND PLAN
REVIEW SERVICES**

THIS INTERLOCAL AGREEMENT is made by and between the Martin County Board of County Commissioners, a political subdivision of the State of Florida (the "County") and the Village of Indiantown, a Florida municipal corporation (the "Village").

WITNESSETH:

WHEREAS, the parties are authorized to enter into this Interlocal Agreement pursuant to Section 163.01, Florida Statutes; and

WHEREAS, the Village desires to enter into an Interlocal agreement with Martin County to provide certain Building Official related services on an as needed basis in the absence of the Village's Building Official and/or other key staff, to review building permit applications, issue building permits, and conduct construction inspections as requested by the Village, for compliance with the Florida Building Code; and

WHEREAS, the County has agreed to authorize its Building Official through its Building Department to provide such services as needed, to the extent that the provision of these services do not interfere, in the opinion of the County's Building Official, with the efficient operation of its own Building Department; and

WHEREAS, the Village will provide all other review and determinations, including but not limited to, compliance with Village ordinances, zoning code regulations, its comprehensive plan, public works department, utilities department, and Fire Marshal (via a separate interlocal agreement with the County for Fire Marshal services) review; and

WHEREAS, the Village will be responsible for any disputes or appeals arising out of the issuance or denial of a building permit and/or the passing or failure of a building inspection.

NOW, THEREFORE, the County and the Village agree that:

1. The above introductory clauses are hereby incorporated as specific terms of this Agreement.

2. The term of this Agreement shall be from May 1, 2024, through June 1, 2025. The agreement may be renewed for an additional 12 months each subsequent year if mutually agreed upon in writing.

3. In the event any dispute or appeal should arise concerning the denial or issuance of a building permit, the Village agrees to handle such dispute or appeal and shall indemnify and defend the County should the County be named as a party to any such dispute or appeal. This provision shall in no way be deemed a waiver of sovereign immunity afforded the Village and the County by Florida law.

4. As between the Village and the County, to the extent allowed by Florida law, the Village assumes responsibility for the negligence of Village employees and the County assumes responsibility for the negligence of County employees. This provision shall in no way be deemed a waiver of the sovereign immunity afforded the Village and the County by Florida law, the provisions of Section 689.071, Fla. Stat., or a consent to be sued by third parties.

5. This Agreement may be terminated by either party upon ninety (90) days prior written notice to the other party.

6. County shall make available to the Village a licensed Building Official to perform building permit application reviews, issue permits, perform various building inspections and issue Certificates of Completions and Occupancies on an as-needed basis.

7. The Village shall be responsible for retention of all records in accordance with Florida laws.

8. As compensation for its services, the County will bill the Village monthly in an amount equal to \$130/hour for the Building Official's logged time for that month, at a rate of \$117.50/hour for the Assistant Building Official's logged time for that month and at a rate of \$105/hour for an inspector's/plan reviewer's logged time for that month. Detailed reports and substantiating data shall be provided by the County to the Village to support the invoice. The Village agrees to pay all such bills within thirty (30) days. Revised hourly rates and fees for other services may be negotiated and approved in writing by the County and Village as needed.

9. The Village and County agree that each shall be responsible for their own costs, including attorney fees, incurred by the parties as a result of a dispute arising between the parties concerning this Agreement.

10. This Interlocal Agreement shall be filed with the Martin County, Clerk of the Circuit Court, as required by Section 163.01(11), Fla. Stat.

IN WITNESS WHEREOF, the parties hereto have caused the execution hereof by their duly authorized officials on the dates stated below.

DULY EXECUTED BY MARTIN COUNTY THIS ____ DAY OF _____, 2024.

ATTEST:

BOARD OF COUNTY COMMISSIONERS
MARTIN COUNTY, FLORIDA

CAROLYN TIMMANN, CLERK OF
THE CIRCUIT COURT AND
COMPTROLLER

HAROLD E. JENKINS II, CHAIR

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

SARAH W. WOODS
COUNTY ATTORNEY

DULY EXECUTED BY THE VILLAGE OF INDIANTOWN THIS __ DAY OF _____, 2024.

ATTEST:

VILLAGE OF INDIANTOWN

LARHONDA MCBRIDE,
TOWN CLERK

SUSAN GIBBS THOMAS, MAYOR

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

WADE C. VOSE, VILLAGE ATTORNEY

VILLAGE OF INDIANTOWN, FLORIDA AGENDA MEMORANDUM

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Meeting

AGENDA ITEM TITLE: Discussion on Indiantown Trust Fund

SUMMARY OF ITEM: On February 11, 2024, the Village of Indiantown (Village) Council discussed the Indiantown Community Trust Fund (ICTF) and how to proceed with re-establishment of a committee to make recommendations for grant awards from the ICTF. Solicitation for committee members were duly advertised and the Village received one individual, Ms. Linda Nycum, interested in serving on the ICTF Committee (Committee).

Per the establishing agreement, the Committee should consist of one Council member and four community members (one from Booker Park and one from Indianwood), there was also a requirement for two members from Indiantown Cogeneration LP (ICL), ICL is no longer in existence.

Staff is seeking guidance from the Council to proceed. The Village can do solicitations for grant recipients, there is presently \$68,184 in the ICTF for grant disbursements. Once grant applications are received, staff and Ms. Nycum could review for sufficiency, and make recommendations to the Council for consideration of grant awards.

If the Council defers to staff, a Council member should be assigned to work with the staff being proposed: Village Manager, Parks & Recreation Director, Village Clerk and Ms. Nycum. If the Council agrees to proceed as recommended, then solicitations would be advertised beginning May 1, 2024 through June 1, 2024, and recommendations to Council presented on July 11, 2024.

The Indiantown Community Trust Agreement expires on July 23, 2025, at which time the \$1,000,000 in the ICTF is to be returned. Staff has asked FP&L if there could be an extension of the agreement, to date, staff has not received a response on that request.

FISCAL IMPACT STATEMENT: The grant awards will be from the interest that has accrued on the funds in the ICTF, the Village will not have any fiscal impact other than staff time.

RECOMMENDATION: The Council discuss and provide staff with further direction.

PREPARED BY: Taryn G. Kryzda, Village Manager

DATE: 4/3/2024

VILLAGE OF INDIANTOWN, FLORIDA AGENDA MEMORANDUM

MEETING DATE: April 25, 2024

MEETING TYPE: Regular Meeting

AGENDA ITEM TITLE: Draft Revisions to Special Event Regulations for Council Review

SUMMARY OF ITEM: This agenda item is presented to solicit further Council and public feedback for revisions to relevant Village LDR provisions relating to special events. The draft ordinance attached was prepared based on feedback received from the Council at prior Village Council meetings, as well as a written draft of suggested ordinance revisions provided by Council Member Dipaolo (copy also attached).

The draft ordinance initially separates the standards for special events into their own LDR section, then it adds definitions for terms used within the new section. The draft ordinance also vests all authority to issue special event permits in the Village Manager, eliminating the need for Village Council approval.

The draft ordinance revises the application deadline for special event permits from 60 to 30 days before the event date. It requires additional information and documentation in permit applications, such as a traffic management plan for events expecting 500 or more attendees, proof of insurance, and specific information for parades and processions. Additionally, it requires applicants for major special events to coordinate and fund personnel and services from the Martin County Sheriff's Office and Martin County Fire Rescue Department.

Next, the draft ordinance introduces time, place, and manner regulations for special events, including keeping parades on designated routes and limiting events to one at a time per location. The amendment requires consultation with other Village department directors, and in some cases the Sheriff's office and fire department, during application review. It requires the Village Manager to notify applicants of the decision on their permit application within five days of review and includes an appeal process for denied applications. The Village Manager must also inform the Mayor, Village Council, and other officials when a special event permit is granted.

The draft ordinance adds duties and responsibilities of permittees, specifying the equipment they must provide. It establishes rules for public conduct during special event road closures to prevent public interference.

Finally, the draft ordinance updates internal cross-references to align with the new special event section.

After input and direction is provided to staff, a revised LDR amendment ordinance will be scheduled for a meeting and recommendation before the PZAB, and then two readings before the Council for adoption.

FISCAL IMPACT STATEMENT: N/A

RECOMMENDATION: Staff welcomes input from the public and direction from the Council to finalize revisions to the Village's Special Event regulations for adoption.

PREPARED BY: Wade Vose, Village Attorney

DATE: 4/19/2024

ATTACHMENTS:

Description

DRAFT VOI Ordinance XX-2024 - Special Event Ordinance Revisions rev 04-19-24

Dipaolo - Draft of Suggested Special Events Ordinance Revisions

**VILLAGE OF INDIANTOWN, FLORIDA
ORDINANCE NO. XX-2024**

AN ORDINANCE OF THE VILLAGE OF INDIANTOWN, FLORIDA, AMENDING SECTION 3-5.7 "TEMPORARY USES AND SPECIAL EVENTS" OF THE VILLAGE OF INDIANTOWN LAND DEVELOPMENT REGULATIONS; CREATING SECTION 3-5.10 "SPECIAL EVENTS", OF THE VILLAGE OF INDIANTOWN LAND DEVELOPMENT REGULATIONS; PROVIDING FOR THE REVIEW AND ISSUANCE OF SPECIAL EVENT PERMITS BY THE VILLAGE MANAGER; PROVIDING FOR REGULATION OF SPECIAL EVENTS; PROVIDING FOR APPEAL PROCEDURES; PROVIDING DUTIES OF PERMITTEES; PROVIDING FOR REGULATION OF PUBLIC CONDUCT DURING SPECIAL EVENT ROAD CLOSURES; PROVIDING DEFINITIONS; AND PROVIDING FOR FINDINGS, CODIFICATION, CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Village of Indiantown, Florida is vested with home rule authority pursuant to Article VIII, Section 2 of the Constitution of the State of Florida and Chapter 166, Florida Statutes, to enact ordinances; and

WHEREAS, the Village of Indiantown Land Development Regulations, Section 3-5.7, "Temporary Uses and Special Events", establishes certain requirements and restrictions for special events, provides for an application and approval process for special event permits, and mandates Village Council approval at a public hearing for certain special events; and

WHEREAS, in furtherance of promoting the public's best interest and welfare, the Village Council of the Village of Indiantown deems it appropriate to amend its Land Development Regulations to authorize the Village Manager to review and issue special event permits, to supplement the special event permit application and review standards, to provide for an appeal process, and to clarify the duties of the special event permit holders and the public during special events.

WHEREAS, for purposes of this Ordinance, underlined type shall constitute additions to the original text, *** shall constitute ellipses to the original text and ~~strikethrough~~ shall constitute deletions to the original text.

NOW, THEREFORE, BE IT ORDAINED BY THE VILLAGE COUNCIL OF THE VILLAGE OF INDIANTOWN, FLORIDA, AS FOLLOWS:

SECTION 1. RECITALS. The above recitals and “Whereas” clauses are hereby included as legislative findings by the Village Council of the Village of Indiantown, and are otherwise fully incorporated herein, and upon codification of this Ordinance, such findings shall be codified under this section.

SECTION 2. AMENDMENT. The Village of Indiantown hereby amends Section 3-5.7, creates Section 3-5.10, and amends Section 12-21 of the Village of Indiantown Land Development Regulations to read as set forth in Exhibit “A,” attached hereto and incorporated herein by reference.

SECTION 3. SEVERABILITY. The provisions of this Ordinance are deemed severable. In the event that any word(s), phrase(s), portion(s), sub-sub-section(s), sub-section(s), or section(s) of this Ordinance is for any reason whatsoever held to be invalid, illegal, unconstitutional, contrary to law, or against public policy, by any court, administrative agency, or other body with competent jurisdiction, such word(s), phrase(s), portion(s), sub-sub-section(s), sub-section(s), or section(s) of this Ordinance shall be null and void, and shall be deemed severed, and a separate, distinct, and independent provision from the remaining provisions of this Ordinance, and such holding shall in no manner affect the validity of the remaining words, phrases, portions, sub-sub-sections, sub-sections, or sections of this Ordinance, which shall remain in full force and effect. This Ordinance shall be construed in a manner to accomplish, to the greatest extent legally possible, the purposes of this Ordinance as expressed herein.

SECTION 4. CODIFICATION. The provisions of this Ordinance shall become and be made a part of the Land Development Regulations of the Village of Indiantown, and the sections of this Ordinance may be re-numbered or re-lettered to accomplish such intention and the word "Ordinance", or similar words, may be changed to "Section," "Article", or other appropriate word; provided, however, that sections other than Section 2 of this Ordinance shall not be codified. The codifier is granted liberal authority to codify the provisions of this Ordinance.

SECTION 5. CONFLICTS. All ordinances and parts of ordinances and all resolutions and parts of resolutions in conflict herewith, are hereby repealed.

SECTION 6. EFFECTIVE DATE. This Ordinance shall take effect upon adoption.

PASSED on first reading on the _____ day of _____, 2024.

ADOPTED on second reading on the _____ day of _____, 2024.

Village of Indiantown, Florida

ATTEST:

LaRhonda McBride
Village Clerk

Susan Gibbs Thomas
Mayor

REVIEWED FOR FORM
AND CORRECTNESS:

Wade C. Vose, Esq.
Village Attorney

EXHIBIT "A"

Sec. 3-5.7. – Temporary Uses, ~~and Special Events.~~

~~(2) Special Events.~~ *[The entirety of Section 3-5.7(2) "Special Events" is hereby deleted and relocated, as amended, to Section 3-7.10, created herein.]*

Sec. 3-5.10. – Special Events.

(2) Special Events:

~~— (a) A special event permit must be obtained for the following uses in compliance with these requirements:~~

(1) Definitions. For the purpose of this Section, the following terms, phrases, words, and their derivatives shall have the meaning listed below. When not inconsistent with the context, words used in the present tense include the future, words in the plural include the singular, and words in the singular include the plural.

Block party. An organized residential neighborhood gathering on a public right-of-way (street, sidewalk, alley) that is confined to a designated area.

Major Special Event. A special event having a minimum number of 100 people, and/or road closures.

Minor Special Event. A special event having an attendance number of less than 100 people with no road closures.

Organized competitive event. Any planned race, walk, or event, whether human powered or otherwise, that involves a contest of skill(s) and/or strength, including but not limited to triathalons and running, walking, or bicycling events.

Parade/procession. Any march, assembly, run, or walk, (except funeral processions) of any kind within the Village in or upon any street used for

vehicular traffic, which does not comply with normal and usual traffic regulations and controls.

Person. Any person, firm, partnership, association, corporation, company, group, or organization of any kind.

Right-of-way. Any street, alley, sidewalk, or portion of land set aside for public use, vehicular or pedestrian travel, which is either owned by, or dedicated to, a governmental agency by deed or plat and/or is intended or designated for public use.

Road festival. An organized public gathering on a public right-of-way (street, sidewalk and alley) on a specified date and confined to a designated area, that requires an admission fee to enter and participate. A road festival is distinguished from a block party in that there is an admission to enter and participate in the event.

Special Event. Any entertainment, sporting, cultural, business or other type of unique activity presented to a live audience and/or open to the public and that may substantially inhibit the usual flow of pedestrian or vehicular traffic, or which deviates from the established use of the place or building. This definition excludes activities closed to the public including private, indoor facility -rentals, pavilion rentals or other activities for which a permit has been issued by the Village. Special events include, but are not limited to the following uses:

1. (a) Air shows;
2. (b) Art shows;
3. (c) Block parties;
4. (d) Parades/Processions;
5. (e) Carnivals;
6. (f) Concerts;
7. (g) Festivals;

7. ~~(h)~~ Fireworks;

8. ~~(i)~~ Musical presentations;

9. ~~Running, walking, or bicycling events;~~

10. ~~Triathalons;~~

(j) Road Festivals;

(k) Organized Competitive Events; and

11. ~~(l)~~ Other similar event requiring off-site parking, street closures, sound amplification or use of Village personnel or public property or extended events and sales beyond the time limits provided under a temporary use permit.

Special Event Permit. A permit as required by this section.

Village. The Village of Indiantown Florida.

Village Manager. The Village Manager or his or her designee, for the Village of Indiantown, Florida.

(2) Authority. A special event permit must be obtained for all special events in compliance with these requirements. The Village Manager is authorized and empowered to issue special event permits, including but not limited to special event permits for the temporary complete or partial closure of roads, alleys, sidewalks or any other public ways used for vehicular or pedestrian traffic, parking or other public use in a manner consistent with regulations and conditions set forth in this Section.

(3) Permit Application.

(a) ~~(b)~~ Application for a special event permit must be submitted to the Village 30 ~~60~~ days prior to the proposed event. ~~This may be waived upon a showing of good cause.~~ The application shall include the following items, information, and documentation:

1. A completed application on a form provided by the Village;

2. Payment of the required fee;
3. A plan showing the proposed layout of the event site including tents, sanitation, parking and any other important features of the event and any proposed off-site facilities;
4. An estimate of the number of attendees;
5. The location of any amplified music and proposed sound levels;
6. The timeline for the event, including the proposed hours when such event will start and terminate;
7. Any roadways or sidewalks that will need to be closed; ~~and~~
8. A sign permit application and fee, if a banner is proposed;
9. The name, address, and telephone number of the person seeking to conduct the event;
10. If the event is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization, and of the authorized and responsible heads of such organizing body shall be included;
11. If the event is designed to be held by, for, or on behalf of, any person other than the applicant, the applicant shall file with the Village Manager a communication in writing from the person proposing to hold the event, authorizing the applicant to apply for the permit on his behalf;
12. The name, address, and telephone number of the person(s) who will be responsible for the conduct of the event;
13. The proposed date or dates when the event is to be conducted;
14. If road closures are necessary or if the event has an expected attendance of 500 or more people, a Maintenance of Traffic Plan (MOT);

15. Proof of comprehensive liability insurance satisfactory to the Village.

16. For parades/processions or organized competitive events:

- a. The type of entrants involved (floats, marching groups, and the like);
- b. The proposed route to be traveled, the starting point, termination point, and direction of travel and/or the segment of the right-of-way proposed to be utilized for the event;
- c. The location of any assembly and disbursement area; and
- d. The time at which the units or participants in the event will begin to assemble at an assembly point.

(b) Signature. The person applying for a permit shall agree in writing to abide by all provisions of this Section and shall sign said agreement. If the person applying is an entity rather than an individual, the above signature shall be supplied by a duly authorized representative of such entity.

(c) Law Enforcement and Rescue Support. Major Special Events require law enforcement and fire and EMS support, with the required staffing levels determined by each agency. The applicant shall pay directly for the costs of all required personnel and services provided by each agency. For each Major Special Event, the applicant shall contact the Martin County Sheriff's Office (Sheriff) and Martin County Fire Rescue Department (EMS) separately at least 30 days prior to the date of the proposed event to arrange for services, schedule inspections, and discuss the security plan for the event. Applicant shall submit Letters of Non-Objection and proof of engagement from each agency with the application for special event permit.

(4) Regulation of time, place and manner of special events. The following time, place, and manner regulations are to apply to all special events held within the Village of Indiantown:

(a) Parades/processions or organized competitive events shall take place within designated routes, to be approved by the Village Manager.

- (b) Animals or animal drawn vehicles shall only be permitted within a parade/procession if they are trained for utilization in crowded situations and are cleaned up after.
- (c) Special events shall be held between the hours of 9:00 a.m. and sunset, only upon Saturdays, Sundays, or national holidays recognized by the federal government of the United States of America, provided, however, for good cause shown the Village Manager may grant a parade permit for days and hours other than those indicated herein.
- (d) There shall be no more than one special event at one location on any given day, with priority for any particular day to be granted to the first person to submit a completed application request designating that day.
- (5) Review and Issuance of Permit.
- (a) The Village Manager shall consult with other Village department directors in the review of the completed permit application. The department directors shall include, but not be limited to:
1. Parks and Recreation Director;
 2. Public Works Director; and
 3. Planning and Economic Development Director.
- (b) In the review of permit applications for Major Special Events, the Village Manager shall also consult with the Martin County Sheriff's Department and the Martin County Fire Department.
- (c) Nothing herein shall preclude picketing or demonstrations on public streets, sidewalks or within the parks of the Village, which is otherwise permitted by state and federal law, so long as the picketing or demonstration otherwise complies with all Village ordinances and the picketers or demonstrators are situated in a manner so as not to obstruct, impede, or hinder with the orderly movement of pedestrian or vehicular traffic.

(d) ~~(e)~~ Each application will be reviewed and approved or denied by the ~~Director~~ Village Manager based on the following criteria:

1. All required information is set forth on the permit application form and is in accordance with all provisions set forth in this Section;
2. Sufficient Village support personnel are available to assist in the conduct of the event.
3. Adequate support facilities are available for the event with the support facilities including, but not being limited to, parking, refuse collection, sanitation, lighting and security.
4. No conflict exists with the requested event and other approved and previously scheduled events.
5. The event will not result in the over-utilization of Village facilities.
6. No outstanding balances are due the Village for assistance from previous activities from the applicant
7. Proposed music or sound is at an acceptable level as specified in the Code of Ordinances.
8. Crowd size has been determined to be a manageable size for the proposed event and site.
9. The event is generally compatible with the character of the Village.
10. The applicant complied with terms and conditions of any previously granted permits.
11. The concentration of persons and vehicles at assembly points of the event will not interfere with the proper police and fire protection of, or ambulance service to, areas contiguous to such assembly areas.

12. The conduct of such event will not interfere with the movement of emergency medical services equipment in route to an emergency.

13. If the event is a parade/procession, the parade/procession is scheduled to move from its point of origin to its point of termination expeditiously without unreasonable delays in route.

~~(d) Village Council approval at a public hearing is required for any event which necessitates street closings, off site parking, amplified entertainment, Village co-sponsorship, crowd attendance in excess of 1,500 or fireworks display.~~

(6) Notice of Rejection. The Village Manager shall take action on the review of an application for a Special Event Permit within ten days after the filing thereof and shall notify the applicant of the approval or denial of the application within five days. If the application is denied, a written notice stating the reasons for denial shall be sent to the applicant by certified mail, and made available by the Village for inspection, within the five-day period specified above.

(7) Appeal Procedure and Review. Any person aggrieved by denial of a permit shall have the right to appeal the denial to the Village Manager. The appeal shall be filed within five days of notice of denial. In the event of an appeal to the Village, the Village manager shall expeditiously review the decision within 72 hours.

(8) Notice to Village and Other Officials. Immediately upon the issuance of a special event permit, the Village Manager shall send a copy to the:

(a) Mayor and Village Council;

(b) Village Clerk;

(c) Parks and Recreation Director;

(d) Public Works Director;

(e) Planning and Economic Development Director;

(f) Martin County Sheriff's Department; and

(g) Martin County Fire Department.

(9) Duties and Responsibilities of Permittee.

(a) The permittee hereunder shall comply with all provisions of this chapter, all permit directions and conditions and with all applicable laws and ordinances.

(b) The Permittee shall provide all barricades for street closures, bathroom facilities, and trash receptacles for the special event.

(c) The Permittee shall clean up and restore the event site to its previous state after the conclusion of the event.

(d) Permittee shall directly pay all law enforcement and rescue personnel required as set forth in Section 3-5.10(3)(c) above.

(10) Insurance Requirements. The Village reserves the right to require the applicant/permittee to provide indemnification and insurance in a form and amount acceptable to the Village Attorney to protect the Village for any event using public property.

(11) (e) Signage. Signage associated with a special event shall be included for review and approval with the special event application and may be installed one day prior to the event and shall be removed at the conclusion of the event. Signage is limited to the site of the event. Directional signs may be permitted in the right-of-way adjacent to event site or associated parking area(s) on the day(s) of the event subject to approval.

(12) Public Conduct During Special Event Road Closures.

(a) Interference. No person shall unreasonably hamper, obstruct or impede, or interfere with any special event assembly or with any participants in a special event.

(b) Driving through Special Events. No vehicle shall be driven between participants in a special event with the exception of authorized emergency vehicles.

- (c) Parking on Special Event Route. The Village Manager shall have the authority to prohibit or restrict the parking of vehicles along a highway or part thereof constituting any part of a special event road closure or route. The Village may post signs to such effect, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof.
- (13) ~~(f)~~ Public Parking. Where an event restricts access to public parking or generates the need for additional parking, ~~Village Council~~ the Village Manager may allow the owners of properties, within 0.5 miles of the event, to charge for parking on their private property subject to the following limitations:
- (a) Signage shall be limited to one sign, not exceeding six square feet, at the entrance to the parking lot for the duration of the event.
 - (b) The property owner cannot charge for or block parking in the right-of-way.
 - (c) The property owner assumes all liability for parking on their private property.
 - (d) Parking must be available, at no charge during the event, for employees or patrons of the businesses or establishments that are on the property or have a legal right to use the private parking on the property.
 - (e) A permit shall be obtained from the Village for each property that chooses to charge for parking. The permit shall authorize the property owner to charge for parking during approved events when the subject property is within 0.5 miles of the limits of the event site. The permit shall be made available for review in a conspicuous place on-site during the event for inspection by enforcement officials.
 - (f) The approval to charge for parking during events is limited as above and shall not be considered a vested right. The Village reserves the right to discontinue this allowance at any time and to enforce against property owners that do not comply with the LDRs.
- (14) ~~(g)~~ Revocation of Permit. Each special event permit shall be valid for a specific period of time and for a specific purpose as indicated on each permit application form. If the applicant fails to fulfill the requirements as set forth in the permit, or if at any time the event does not comply with the specific terms

and conditions of the permit and specifications approved by the Village Manager, including but not limited to time and activities, or if the Village Manager otherwise deems it necessary in the interest of the health, safety, and welfare of the Village residents and property owners, the permit may be revoked by the Village Manager, or designee, and the activity shall cease immediately. The revocation of a permit may be appealed in the same manner and under the same time limitations as a permit denial.

Sec. 12-21. - Temporary uses and special events.

Chapter 3, section 3-5.7, defines the process for review and acceptance of temporary use ~~and special event~~ applications. Chapter 3, section 3-5.10, defines the process for review and acceptance of special event applications.

• **CHAPTER 99. - PARADES^[1]**

Footnotes:

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Editor's note— Ord. No. 12-50, § 1, adopted Sept. 24, 2012, amended former Ch. 99, §§ 99.01—99.13, in its entirety which pertained to the same subject matter and derived from Ord. No. 092-12, adopted on July, 13, 1992; Ord. No. 01.74, § 1, adopted on Nov. 13, 2001; Ord. No. 03-102, § 1, adopted on July 14, 2003.

- Short title.

This chapter shall be titled the "Street Closure For Parades And Special Events Ordinance of the Village of Indiantown"

(Ord. No. 12-50, § 1, 9-24-12)

. - Authority.

The Sheriff is authorized and empowered to issue a street closure permit for the temporary complete or partial closure of roads, alleys, sidewalks or any other public ways used for vehicular or pedestrian traffic, parking or other public use in a manner consistent with regulations and conditions set forth in this chapter.

- Definitions.

For this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

Block party. An organized residential neighborhood gathering on a public right-of-way (street, sidewalk, alley) that is confined to a designated area.

Sheriff or his or her designee, or his designee, for the Village of Indiantown Florida.

Village, The Village of Indiantown Florida.

Organized competitive event. Any planned race, walk, or event, whether human powered or otherwise, involves a contest of skill(s) and/or strength.

Parade/procession. Any march, assembly, run, or walk, (except funeral processions) of any kind within the Village in or upon any street used for vehicular traffic, which does not comply with normal and usual traffic regulations and controls.

Person. Any person, firm, partnership, association, corporation, company, group, or organization of any kind.

Right-of-way. Any street, alley, sidewalk, or portion of land set aside for public use, vehicular or pedestrian travel, which is either owned by, or dedicated to, a governmental agency by deed or plat and/or is intended or designated for public use.

Road festival. An organized public gathering on a public right-of-way (street, sidewalk and alley) on a specified date and confined to a designated area, that requires an admission fee to enter and participate. A road festival is distinguished from a block party in that there is an admission to enter and participate in the event.

Special event. A temporary outdoor event, including but not limited to circuses, carnivals, tent revivals, outdoor exhibitions, road festivals, and organized competitive events.

Street closure permit. A permit as required by this chapter.

- **Permit required.**

It shall be unlawful for any person to engage in, participate in, aid, form or start any activity, such as a block party; organized competitive event; road festival; parade/procession; filming of movies, television shows or documentaries; or other special event utilizing a public right-of-way or portion thereof, unless a street closure permit shall have been obtained as provided in this chapter.

- **Application.**

No application will be approved until all the requirements have been met.

Application fees must be paid prior to issuance of a permit (see fee schedule).

A person seeking issuance of a street closure and or an event permit shall file an application on the applicable forms provided by the Village.

Filing period. An application for a street closure/event permit shall be filed with the Village a not less than 45 days nor more than 365 days prior to the date on which it is proposed to conduct the event.

Contents. The application for a street closure permit shall set forth the following information:

(1)

The name, address, and telephone number of the person seeking to conduct the event.

(2)

If the event is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization, and of the authorized and responsible heads of such organizing body shall be included.

(3)

The name, address, and telephone number of the person(s) who will be responsible for the conduct of the event.

4 The proposed date when the event is to be conducted.

(5)

The proposed route to be traveled, the starting point, termination point, and direction of travel and/or the segment of the right-of-way proposed to be utilized for the event.

The approximate number of persons who will participate in the event.

The proposed hours when such event will start and terminate.

The location of any assembly and disbursement area for parades/processions or organized competitive events.

The type of entrants involved in a parade/procession (floats, marching groups, and the like).

The time at which the units of a parade/procession will begin to assembly at an assembly point.

If the event is designed to be held by, for, or on behalf of, any person other than the applicant, the applicant for such permit shall file with the Village Manager a communication in writing from the person proposing to hold the event, authorizing the applicant to apply for the permit on his behalf.

The Village Manager be notified by the applicant of any planning or organizational meetings, for any changes to the event prior to the event after an application has been submitted. Non-disclosure is grounds for permit revocation.

Proof of comprehensive liability insurance satisfactory to the Village and naming the Village of Indiantown as an additionally insured entity.

Minor events

A minor event is described as an event having an attendance number of 75 to 100 people with no road closures, a minor event does not require law enforcement or fire/rescue personnel to be present (Detail). Written notification of the event will be made to each by the village manager by forwarding a copy of the application to the local office of the sheriff and the fire department.

Major Events

A major event is described as an event having a minimum number of 100 people, and / or road closures. Major events require law enforcement and rescue personnel to be

present. The number of law enforcement and rescue personnel shall be determined by the respective agency and paid for by the applicant, Letters of non-objection and proof of engagement is requires upon submittal of the application.. Any other requirement such as barricades for street closures, bathroom facilities vehicle parking plan, trash receptacles and clean up of the site is the sole responsibility of the applicant.

Signature. The person applying for a permit shall agree in writing to abide by all provisions of this chapter and shall sign said agreement. If the person applying is an entity rather than an individual, the above signature shall be supplied by a duly authorized representative of such entity.)

- Regulation of time, place and manner of parades.

The following time, place, and manner regulations are to apply to all parades / street closures held within the Village of Indiantown.

Parades shall take place within designated parade routes, to be approved by the Village Manager

Animals or animal drawn vehicles shall be permitted within a parade if they are trained for utilization in crowded situations and are cleaned up after.

(c)

Parades/closing of streets shall be held between the hours of 9:00 a.m. and sunset, only upon Saturdays, Sundays, or national holidays recognized by the federal government of the United States of America, provided, however, for good cause shown the Village Manager may grant a parade permit for days and hours other than those indicated herein.

There shall be no more than one parade/Event at one location on any given day, with priority for any particular day to be granted to the first person to submit a completed application request designating that day.

- Standards for review and issuance.

The Village Manager shall consult with other Village departments in the review of the completed permit application. The departments shall include, but not be limited to:

Public works Director

Parks and recreation Director

Risk management Director.

The granting of a permit under this chapter shall not require the complete blockading of streets or intersections to vehicular traffic.

Nothing herein shall preclude picketing or demonstrations on public streets, sidewalks or within the parks of the Village, which is otherwise permitted by state and federal law, so long as the picketing or demonstration otherwise complies with all Village ordinances and the picketers or demonstrators are situated in a manner so as not to obstruct, impede or hinder with the orderly movement of pedestrian or vehicular traffic.

The Village Manager shall issue a permit as provided for herein when from consideration of the application and from such other information as may be otherwise obtained, he/she finds that:

No other applicant has received priority consideration for the date requested.

The applicant has agreed in writing to abide by all provisions set forth in this chapter.

All required information is set forth in the application and is in accordance with all provisions set forth in this chapter.

The concentration of persons and vehicles at assembly points of the event will not interfere with the proper police and fire protection of, or ambulance service to, areas contiguous to such assembly areas.

The conduct of such event will not interfere with the movement of emergency medical services equipment in route to an emergency.

A parade/procession is scheduled to move from its point of origin to its point of termination expeditiously without unreasonable delays in route.

A parade/procession is not to be held for the purpose of advertising any product and is not designed to be held for private profit or private fund raising.

- Notice of rejection.

The Village Manager shall take action on the review of an application for a street closure permit within ten days after the filing thereof and shall notify the applicant of the approval or denial of the application within five days. If the application is denied, a written notice stating the reasons for denial shall be sent to the applicant by certified mail, and made available by the Village for inspection, within the five-day period specified above.

- Appeal procedure and review.

Any person aggrieved by denial of a permit shall have the right to appeal the denial to the Village manager. The appeal shall be filed within five days of notice of denial. In the event of an appeal to the Village, the Village manager shall expeditiously review the decision within 72 hours.

Notice to village and other officials.

Immediately upon the issuance of a permit, the Village Manager shall send a copy the to:

The mayor and Village Council

Village Clerk

Parks and recreation director

Director of public works

- Duties of permittee.

The permittee hereunder shall comply with all provisions of this chapter, all permit directions and conditions and with all applicable laws and ordinances.

- Public conduct during parades.

Interference. No person shall unreasonably hamper, obstruct or impede, or interfere with any parade or parade assembly or with any participants in a parade.

Driving through parades. No vehicle shall be driven between participants comprising a parade when such participants are in motion and conspicuously designated as a parade; with the exception of authorized emergency vehicles.

Parking on parade route. The Sheriff shall have the authority to prohibit or restrict the parking of vehicles along a highway or part thereof constituting any part of the parade route. The Village shall post signs to such effect, and it shall be unlawful for any person to park or leave unattended any vehicle in violation thereof.

- Revocation of permit.

The Village Manager shall have the authority to revoke a street closure permit issued herein if deemed necessary. The revocation of a permit may be appealed in the same manner and under the same time limitations as a permit denial.

Insurance requirements

The Village reserves the right to request that indemnification and insurance to protect the city be provided for any event using public property.