



**CITY OF GREEN COVE SPRINGS
321 WALNUT STREET
GREEN COVE SPRINGS, FLORIDA 32043**

**MINOR SPECIAL EVENTS APPLICATION
APPLICATION FEE - \$50.00**

Name of Event: _____

Date(s): _____ Hours of Operation _____

Location: _____

Describe Activity: _____

Name of Applicant: _____

Address: _____

E-mail address: _____ Phone: _____

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Section 102-418

(a) Minor Special event

- (1) A minor special event is a promotional event for a business, civic, or fraternal clubs and the like or a revival for a church with an anticipated attendance of less than 500 persons. A social activity or gathering held on or at a homesteaded property or by the legal resident of the property shall be exempt from obtaining a minor special event permit.
- (2) A permit for a special event must be obtained from the city at least 14 working days prior to the event. The permit will be granted based on the following criteria:
 - a. The hours of operation are compatible with adjacent land uses.
 - b. The amount of noise or visual pollution generated shall not be disruptive to activities or land uses adjacent to the special event site.
 - c. The promoter or landowner guarantees that all litter will be removed at their own expense.
 - d. The parking generated by the event can be accommodated on-site.
 - e. The city may require a cash deposit to cover the cost of security and clean-up required by the event. The Police Chief shall review the plans for the event and the City may require a Police Officer be asked to be at the event at the expense of the applicant.
 - f. License. A copy of all applicable licenses required from state and county agencies including the health department and food and beverage.

I have read and understand Section 12-418 of the City Code regarding Special events. I certify that the above information is true and correct.

Signature of Applicant

Title

Date