

DEVELOPMENT SERVICES DEPARTMENT
PLANNING AND DEVELOPMENT DIVISION



Name of Organization: _____

Address of Event: _____

Contact information for the person(s) in charge of the Event:

Name: _____ Phone Number: _____ Email: _____

Date(s) of Event: _____

Number of attendees: _____

Between the hours of: _____

Places of worship, public entities, or schools (i.e., "Applicant") shall be exempt from the requirements for a Special Event Permit (Sec. 30.1378(1)(b), LDC) provided that the following conditions are met:

<input type="checkbox"/> Yes <input type="checkbox"/> No	The event is occurring wholly within the subject property owned by the public entity, place of worship or school.
<input type="checkbox"/> Yes <input type="checkbox"/> No	The event is sponsored by the applicable place of worship, public entity or school.
<input type="checkbox"/> Yes <input type="checkbox"/> No	The event will not exceed the following numbers of participants or spectators <u>at any given time</u> : East Rural Area: 200 for the first acre and 25 for each additional acre; Other areas: 300 for the first acre and 50 for each additional acre.
<input type="checkbox"/> Yes <input type="checkbox"/> No	The number of events is limited to twelve (12) per calendar year and no event shall be more than three (3) consecutive days.

The event may not have amplification of sound that may be heard beyond the property boundary and must otherwise comply with Chapter 165 of the County Code.

Applicants are advised that other County departments listed below may have additional requirements for your event. The Planning and Development Division will forward your application to each of these departments listed below as an information item. Each department is responsible for contacting Applicants regarding additional requirements.

Seminole County Sheriff's Office

Contact: SCSOPermitting@seminolesheriff.org

- Guidance and regulations for parking and traffic control measures

Seminole County Fire-Rescue

Contact: rbeck@seminolecountyfl.gov: 407-665-5185

- Guidance with tent permits, emergency access and fire code rules and regulations
- Fire Permit Information - Special Outdoor Event Fire Safety Regulations
- Other permits may be required for your event

Public Works

Contact: sbrooke2@seminolecountyfl.gov: 407-665-7425

- Guidance for access and street closures

Building Division

Contact: pwatson@seminolecountyfl.gov: 407-665-7460

- Guidance for permitting such as electrical permits, sanitation, such as number of port-o-lets or restroom facilities

Emergency Management

Applicant's Contact: _____

- Coordination for County agencies in the event of a major emergency