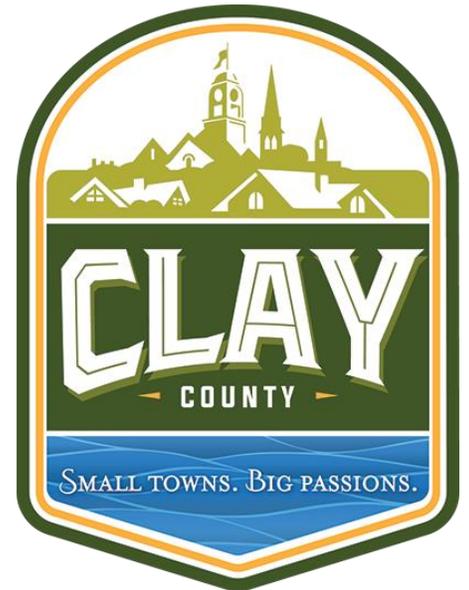


Event Ordinance Frequently Asked Questions

The Clay County Event Permit and the rules outlined in Clay County Event Ordinance 2022-34 (the “Event Ordinance”)



1. How do I know if I need an event permit?

You will need an event permit if any of the following circumstances apply to your event:

- An event that is reasonably expected to have 500 or more persons attending
- An event of a nonprofit organization if the event is expected to involve more than 500 people and incorporates any of the following features:
 - Outside amplified sound
 - High-intensity lighting
 - Erection of temporary structures
 - Activities that impinge upon any adjacent public, business, or residential areas. (Examples may include but are not limited to carnivals, festivals, concerts, sporting events, automotive/motorcycle events, or other similar activities.)
- An agritourism activity that reasonably expects to involve substantial offsite impacts including, but not limited to:
 - Ingress and/or egress traffic
 - Outside artificially amplified sound
 - High-intensity lighting
 - Noise
- An event that will allow alcohol consumption at the Clay County Fairgrounds or the Revels Senior Center
- An event that requires a road closure

2. Do I need an event permit for my wedding? Only if your wedding fits the event characteristics listed in question 1.

3. Do I need an event permit for my church event? You will not need a permit if your event is on property owned by the church and does not anticipate 500 or more persons and outside amplified sound, high-intensity lighting, erection of temporary structures, or activities that impinge upon any adjacent public, business, or residential areas. (Examples may include but are not limited to carnivals, festivals, concerts, sporting events, automotive/motorcycle events, or other similar activities.)

4. What happens if I pay for a permit, but later learn it is not needed for my event? A refund will be issued subject to the terms and conditions in the Event Ordinance.

5. What happens if my event permit application is denied? The County will refund a portion of the original application fee subject to the terms and conditions in the Event Ordinance and will not be responsible for any costs incurred in relation to the event.

6. What events are exempt from needing an event permit?
- Events sponsored or approved by a public or private educational institution that is held on property owned by that institution are exempt from needing an event permit
 - Events sponsored or approved by a nonprofit organization held on property owned by the organization are exempt from needing an event permit unless the event:
 - i. Constitutes a complex event under section 12.194 of the Event Ordinance or
 - ii. Involves more than 500 people on-site and incorporates any of the following features:
 1. Outside artificially amplified sound
 2. High-intensity lighting
 3. Erection of temporary structures
 4. Activities that impinge upon any adjacent public, business, or residential areas.
- Examples may include, but are not limited to, carnivals, festivals, concerts, sporting events, automotive/motorcycle events, or other similar activities which meet the definition listed herein for events.
7. Why am I required to give all of this information for the Event Permit Application? The requests made in the application are industry-standard best practices for events and should be done as part of the event planning.
8. How much is the event permit? The permit is \$100 for one event or \$150 for multiple events with the same footprint, at the same venue, within a 12-month period.
9. What if I don't know how many people I'm expecting? We understand this can sometimes be hard to estimate. However, we ask that you provide your best estimate based on the history of the event or similar events, ticket sales, interest on social media platforms, etc. If at any time your expected attendance is close to 500, please complete the application.
10. Will other permits be required? Potentially. Additional permits will be required for activities like pyrotechnics/fireworks, temporary structures (tents, bounce houses, food trucks, fencing, etc.), temporary signage, etc. You may also be required to get permits with non-county entities for the service/sale of alcohol, food service, and more.
11. Will I need to hire law enforcement or public safety personnel? What about other event resources? Potentially. The Event Coordination Committee will review your application and make recommendations of additional personnel, if necessary. If required by the terms and conditions of your Event Permit, you may have to make arrangements with Public Safety, Public Works or Environmental Services. If so, you will receive a cost estimate.
12. Why do we have the Event Ordinance and Event Permit? In an effort to make sure events in Clay County are as safe as possible and that each event has the resources it needs for public safety, our County Commissioners voted on the Event Ordinance that outlines key safety measures based on the scale and type of event. This Ordinance goes into effect on November 1st, and it's for events in the unincorporated areas of our County. Each city or town has its own event policies or processes. You can find out everything you need to know about this on explorecly.com. We love that our County always has something going on, and this is another effort to help keep your family as safe as possible while you are having a good time.