



CITY OF MARGATE

TEMPORARY USE PERMIT (TUP) REVIEW #2

Tuesday, October 5, 2021

PROJECT NAME:	Broward County Fair		
PROJECT NUMBER:	N/A		
PROJECT LOCATION:	1000 North State Road 7		
APPLICANT/AGENT:	Joshua D. Rydell, Agent for Broward County Fair, Inc.		
REVIEW/APPLICATION	Temporary Use Permit (TUP)		
DISCIPLINE	REVIEWER	EMAIL	TELEPHONE
DRC Chairman	Elizabeth Taschereau – Director	etaschereau@margatefl.com	(954) 884-3686
Planning	Andrew Pinney – Senior Planner	apinney@margatefl.com	(954) 884-3684
Planning	Alexia Howald – Associate Planner	ahowald@margatefl.com	(954) 884-3685
Building	Richard Nixon – Building Official	rnixon@margatefl.com	(954) 970-3004
Engineering	Curt Keyser – Director	ckeyser@margatefl.com	(954) 884-3631
Engineering	Randy L. Daniel – Assistant Director	rdaniel@margatefl.com	(954) 884-3633
Fire	David Scholl – Fire Department	dscholl@margatefl.com	(954) 971-7010
Public Works	Mark Collins – Director	mcollins@margatefl.com	(954) 972-8126
Public Works	Gio Batista – Assistant Director	gbatista@margatefl.com	(954) 972-8123
CRA	Cale Curtis – Executive Director	ccurtis@margatefl.com	(954) 935-5300
Police	Cpt. Joseph Galaska – Police Department	jgalaska@margatefl.com	(954) 935-5429
Police	Sergeant Paul Frankenhauser – Traffic	pfranken@margatefl.com	(954) 972-7111

Any questions regarding the TUP comments, please contact the appropriate department.

Applicant is required to provide a response to EACH TUP comment and to revise plans accordingly (*acknowledgements are not corrections*).

ALL corrections must be provided in ONE submittal package at the time of the submittal

Event Processing Timeline:

- **August 24, 2021:** CRA Authorized use of CRA properties for Broward County Fair
- **September 13, 2021:** TUP Application Received
- **September 14, 2021:** Distributed Application to TUP Review Group for review
- **September 20, 2021:** Staff Comments Due; Staff Comments sent to Applicant
- **September 27, 2021:** TUP Resubmittal Received; Distributed to Staff for review
- **October 4, 2021:** Staff Comments Due;
- **October 5, 2021:** Staff Comments sent to Applicant
- **October 11, 2021:** TUP Resubmittal #2 Due by Applicant
- **October 13, 2021:** Agenda Upload Due for City Commission Meeting
- **October 20, 2021:** City Commission Meeting

TUP comments follow.

DEPARTMENTAL COMMENTS

BUILDING

1. Permits are required for Structural. Provide engineered anchoring details for all tents greater than 10x10. Also show the proposed location and sizes of all tents on the site plan.

The 4H tent will be the only tent exceeding 10x10. Please see attached site plan for location of the subject tent. We will seek the appropriate permit for the 4H tent.

1.1 Engineered plans and permit applications for the 4H tent and any tent greater than 10x10 are still required.

2. Permits required for all generators and temporary power. Show location of equipment, wiring and protection of cabling.

See attached. All wirings shall be in compliance with state and local regulations and be available for city and state inspection and approval prior to the fair opening to the public.

2.1 Permits and plans from a licensed electrical contractor for the generators and temporary power are required. Indicating the location on the site plan is insufficient.

3. Show quantity and location of portable restrooms and hand wash stations.

See site plan attached. There will be a total of 40 port johns between the two locations. Wash stations are located with the port johns in conformity with the attached site plan

3.1 The hand drawn site plan does not clearly show the amount of restroom facilities. Does one reference indicate 20 restrooms and handwashing stations?

4. Show location and number of handicap accessible parking spaces with accessible an access path to event area.

See attached parking site plan. There will be 20 handicap parking spaces on the north side and 20 handicap parking spaces on the south side of Margate Boulevard centered at the delineated crosswalks.

4.1 Exhibit "A" is not legible. Accessible parking and routes.

Advisory Notes:

5. Permits are submitted online through projectdox. The portal is available on the City Website: <https://www.margatefl.com/788/Margate-Building-ePermitting-ProjectDox>
6. Any questions regarding permitting, please contact the Building Department at 954-970-3004 or building@margatefl.com
7. Please note, inspections will be required prior to the commencement of the event.
8. Sufficient time (a minimum of 10 days) prior to the expected start day of the event all permits, plans need to be submitted through our e-permitting portal.

FIRE

1. Food trucks with propane/natural gas will have a drop test done by a license gas contractor and report will be onsite or forwarded to me before they operate.
All food vendors that qualify will submit to inspection daily if required.
2. Food trucks will comply with Food Truck check list on file with the city.
Yes.
3. EMS detail will be at the expense of the vendor or applicant.
Yes.
4. Crowd manager will be required when capacity reaches over 250. Fire department will provide an inspector. Expense will be paid by the vendor or applicant.
Yes.
5. All tents fabrics shall meet the flame spread rating of NFPA 701. Flame spread certificate shall be provided for each tent.
Yes.
6. All tents will comply with NFPA 1.25.1
Yes.
7. Provide dimensions on site plan.
See attached site plan.
8. Show site plan on location with parking.
See attached parking site plan.
9. What is the occupant capacity or the maximum amount of people that will be allowed in the fair at one time?

PUBLIC WORKS

1. No comments.

POLICE

1. As of today, I have not received any information regarding their procurement of security from the Police Department, intersection crossing, nor parking attendants.
As of this response we have now confirmed with our in house security team, Lieutenant Druzbik that we are committed to complying with any and all suggestions made by the Margate PD. Mr. Haas with STARR security has been contracted to handle street crossing and cross walks. Angela Zeigler from A to Z parking has provided the detailed parking site plan attached. Our head of sec will meet with PD ahead of event to insure we comply with everything.
2. I have sent a few emails to Bob Anz as directed, I supplied him with information on who we contract with for crossing and I supplied him with Lt. Druzbik's contact information as the lead for the procurement of police presence for the event.

As of this response we have now confirmed with our in house security team, Lieutenant Druzvik that we are committed to complying with any and all suggestions made by the Margate PD. Mr. Haas with STARR security has been contracted to handle street crossing and cross walks. Angela Zeigler from A to Z parking has provided the detailed parking site plan attached.

2.1 According to DePrimo's email response, they have hired/will hire a company to handle the parking and crossings, etc. I suggest they provide maps for each individual parking area to illustrate how they intend to park vehicles and traffic flow. Doing so will provide a better perspective that is more legible. Adding details concerning the manner with which the vehicles will be parked by event staff will help. In other words, are they going to use staff to direct attendees to park in specific areas to load the parking area in an orderly fashion or simply allow attendees to park at random?

Will they have the parking area lined (painted) to provide some basic format or just eyeball the parking? I suggest they line the fields and repeat as necessary throughout the week during down times.

Pedestrian crossing should occur only at the appropriate intersections with existing crosswalks.

ENGINEERING

1. The City has no electrical or electricity. Applicant will need to coordinate with FPL to arrange for temporary electrical service.

Yes.

1.1 Comment addressed.

2. Applicant will need to provide more details regarding their water needs:

a. How many Sources?

2

b. What locations for the sources?

South end hydrant and north end hydrant

c. Can this be done through hydrant meters?

Yes.

We intend on getting hydrant fitting for our water from the water department and pay any resulting charges as we have done in the past.

2.1 Comments 2. a-c addressed.

3. If City is able to provide water service, said service will end at the temporary meter. Applicant will need to plumb the piping from the meter(s) to his various fixtures.

Yes.

3.1 Comment addressed.

4. See Marked up Exhibit A in white boxes.

DEVELOPMENT SERVICES

1. Carnivals, fairs, and circuses can only be approved by the City Commission per Section 3.24(B)(2) of the Margate Zoning Code ("MZC"). The requested set-up date of 11/8/21 leaves 11/3/21 as the latest City Commission meeting available to obtain event approval and still maintain the requested schedule.

It is our intention to seek an exemption of this and request approval for an enlargement of time. We would request to be put on the commission's agenda at the next available opportunity.

1.1 Requests from Comments 1 – 5 will be noted at the City Commission meeting.

2. TUP's (other than seasonal sales, walkways sales, and those related to real estate development projects) are limited to a maximum of 21 consecutive days consisting of up to 3 days for set up prior to commencement of the event, up to 15 days to hold the event, and up to 3 days for tear down and clean up, per Section 3.24(C)(4) of MZC.

It is our intention to seek an exemption of this and request approval for an enlargement of time. We would request to be put on the commission 's agenda at the next available opportunity.

3. All events approved by TUP shall close by 10:00 p.m., unless approved for a later time by the City Commission, per Section 3.24(C)(6) of MZC.

It is our intention to seek an exemption of this and request approval for an enlargement of time. We would request to be put on the commission's agenda at the next available opportunity.

4. Any applicant applying for a TUP requiring City Commission approval per Section 3.24(B)(2) of MZC shall submit an application with the Development Services Department at least 90 calendar days prior to such event, per Section 3.24(F)(4) of MZC.

It is our intention to seek an exemption of this and request approval for an enlargement of time. We would request to be put on the commission's agenda at the next available opportunity.

5. Please clarify anticipated attendance of 40,000. Is this total attendance throughout the course of the event? Is 40,000 anticipated to be peak attendance at any given time during the event?

This number represents an estimate of the total expected attendance throughout the event.

5.1 What is the anticipated peak attendance (max attendees at any given time)?

6. Provide a detailed site plan for the event, per Section 3.24(F)(4)(c) of MZC. Show event layout on properties to be utilized. Show event set-up, cooking areas, tents, fence/gate location(s) and detail, vendors, seating areas, shows, parking areas, restroom facilities, garbage collection, and where any other activities are to take place. Include a legend for all symbols used on site.

Please see attached event site plan.

- 6.1 A plan was submitted indicating two gate locations but no detail of gates was provided (height, material, type, movement, etc). The applicant responded to comment 9, that a 35 square foot banner will be placed at each entrance and on the middle of the fence.

- a. Location and detail (height, material, etc.) of fence was not provided.
- b. Site plan did not include locations of 10x10 tents for vendors.
- c. Site plan does not provide for garbage collection (can and dumpster locations, etc).
- d. Site plan legend indicates parking will be on Parcels B, C, D, E, F, G, H, I, J, K, L, M, N, and O; however, the executed CRA TUA only allows for use of Parcels A, B, C, D, G, and H.

7. Provide a detailed parking plan, per Section 3.24(F)(2) and (5) of MZC. Quantify amount of parking, locations, layouts on properties to be utilized, traffic circulation, traffic control devices/signage, pay stations, vehicle queueing areas, lighting, garbage cans, restrooms, staff locations, entrances/exits, and safe pedestrian access/routes to and from the event. Revised site plan submitted 9/15/21 indicates using Walmart lot for parking; provide property owner permission.

Please see attached parking site plan. Upon update we are no longer seeking use of the Wal-Mart parking lot, if we do we will get prior approval-om Wal-Mart.

7.1 Previous comments not addressed:

- a. Did not indicate the total number of parking spaces provided.
- b. No lighting, garbage cans, restrooms, traffic control signage/devices, staff locations provided on parking plan.
- c. The parking plan included CRA owned properties (Parcels E, F, I, J, K, L, M, N, and O) that were not approved to be utilized for the event, as well as a parcel owned by Prince of Peace Lutheran Church of Margate. Revise parking plan or provide parking agreements from the property owners.
- d. Understanding that parking will be handled by A to Z Parking (vendor), please clarify how vehicle traffic circulation be coordinated. Will there be personnel directing traffic at each parcel? Signs? Traffic cones? Paid/assigned parking? Explain in a letter how parking and vehicle circulation will be coordinated. Provide detail in parking plan.
- e. Proposed parking plan layouts conflict with existing conditions and proposed circulation routes.
- f. Provide legend for cross walk on site plan.
- g. Table P from Section 33.2 MZC (attached) provides minimum required dimensions of parking spaces and drive aisle (varies by angle of spaces). Either adopt Table P minimums into parking plan, or provide all dimensions.

8. Provide list of food vendors and applicable food vendor or catering licenses from the Florida Department of Business and Professional Regulations, per Section 3.24(F)(5) of MZC.

At this time not all food vendors are confirmed. All Food vendors will be inspected and approved by the State prior to the fair opening to the public.

8.1 Deficiency will be noted at City Commission meeting.

9. Provide event advertising signage details. Code allows 1 banner (up to 24 sqft) and 3 feather banners (up to 35 sqft each) per street frontage, to be installed on-site, per Section 39.7(B)(2)(f) of MZC.

It is our intention to have one 24 square foot and three 35 square foot signs. One will be at each entrance and on the middle of the fence

9.1 Provide detail (dimensions, overall height, material, method of posting, etc) of the signs and provide locations on the site plan, including setbacks.

10. Using or operating any mechanical device or loudspeaker in a fixed or movable position exterior to any building, or mounted upon any mechanical device or loudspeaker in a fixed or movable position exterior to any building, or mounted upon any motor vehicle such that the sound therefrom is plainly audible at or beyond the property boundary of the source, or on a public way, is prohibited per Section 33-79 of the Code of the City of Margate.

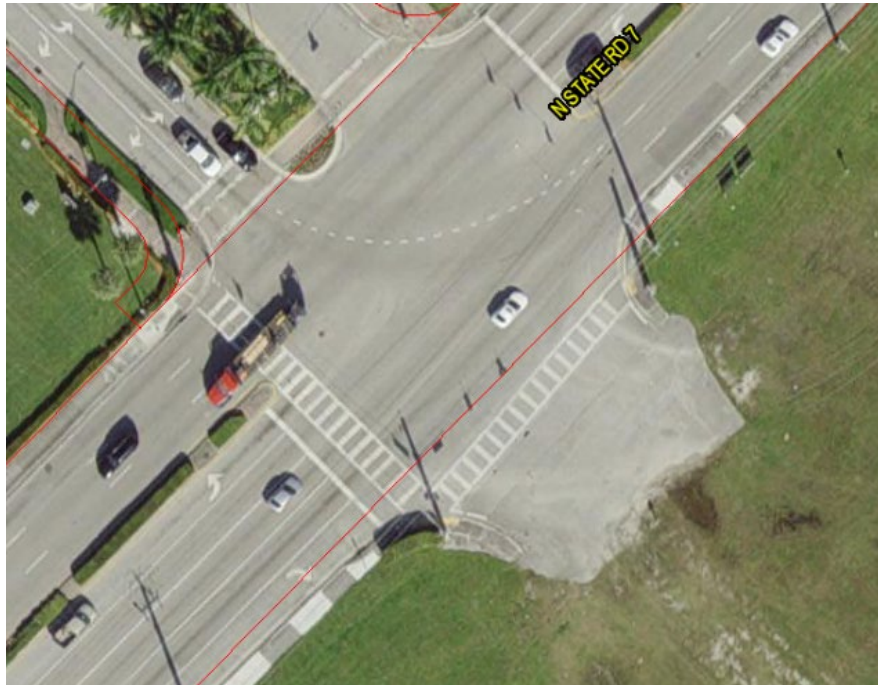
We intend on complying with any and all noise ordinances or we would seek an exemption from the commission.

10.1 Request will be noted at City Commission meeting.

11. When designing event layout, please be cognizant of the adjacent residential properties, specifically when selecting and locating light fixtures, speakers, dumpsters, and any other equipment or activities which may be incompatible with residential uses. The temporary use must be compatible with the surrounding land uses, per Section 3.24(F)(1) of MZC.

Yes.

12. Parcel B does not show the complete parking circulation. Show the intention of how the parking circulation will be utilized. See Marked up Exhibit A in yellow boxes.
13. Parcel D does not show the complete parking circulation. Provide complete circulation route.
14. Between Parcel C and D, the parking plan illustrates a deep line to separate traffic circulation. Will there be cones and caution tape used? How will this separation maintain during the event?
15. Complete the proposed parking circulation on Parcel D by the empty “triangle space” and surrounding areas.
16. The proposed location of the enter/exit to parcel D does not match existing location of the egress/ingress of the property. Provide a plan that is designed consistent with the existing site conditions.
17. The existing cross walk to cross state road 7 from Margate Boulevard is on the south end. Provide detail of the proposed crosswalk or revise plan to show the proposed crossing to be consistent with the existing safe pedestrian cross walk as shown below:



1. Existing Crossing Location

18. If the only established and signalize pedestrian crossing of State Road 7 is at the intersection of Margate Blvd, please explain why the south and north gates are as far away from the crossing as possible?
19. Provide additional handwashing stations closer to the food vendors.
20. The sponsor of the event, Broward County Fair Inc., is required to provide a certificate of liability insurance covering the City of Margate, Community Redevelopment Agency (CRA), and Advanced Asset Management as Additional Insured for the use of the approved properties during the approved dates as prescribed in the application. (Per Rita Rodi, CRA)
21. Staff recommends applicant and hired vendors visit the properties when designing the site plan and parking plan. Plans provided indicate unfamiliarity with the properties.
22. Parcel F, appears the vehicle circulation going southwest out to parcel M and N however, existing landscaping on both sites would prohibit this proposed circulation route. Property owner did not provide permission to utilize F, M, N parcels for the event.
23. Parcel J, the proposed parking spaces are not consistent with existing conditions; landscape isle, trees, curbing etc. Property owner did not provide permission to utilize J parcels for the event.



Complete proposed vehicle circulation.

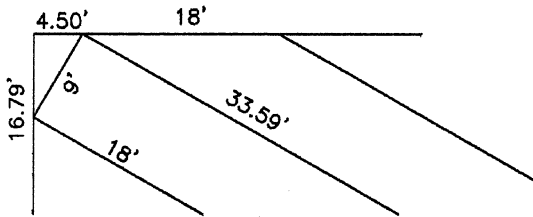
show how this exit lane will be divided between the entrance lane



Broward County Fair, Inc. has requested use of the following MCRA properties:

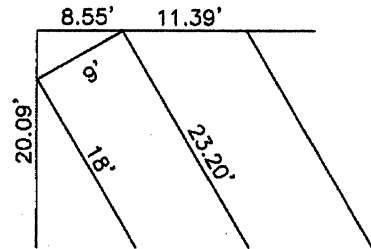
Parcel ID	Address	Folio Number	Planned Use
A	1000 N. State Road 7	4841 25 03 0010	Fair event
B	1291 N. State Road 7	4841 25 01 0190	parking
C	N State Road 7	4841 25 03 1343	parking
D	5701 Margate Boulevard	4841 25 03 1340	parking
G	1011-1051 N. State Road 7	4841 25 03 1080	parking
H	5700 Margate Boulevard	4841 25 03 1084	parking

TABLE P OFF STREET PARKING STANDARDS



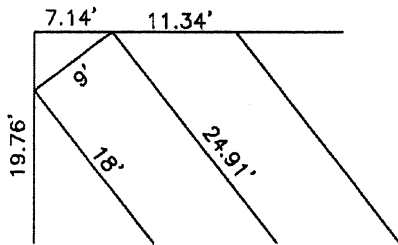
AISLE: ONE WAY - 12'
TWO WAY - 22'

30° PARKING



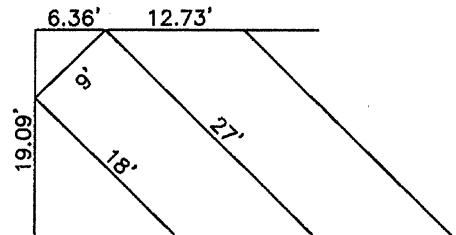
AISLE: ONE WAY - 17'
TWO WAY - 22'

60° PARKING



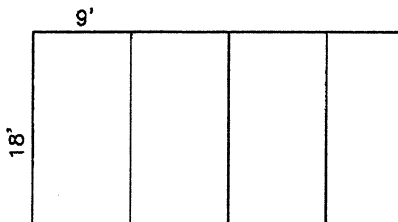
AISLE: ONE WAY - 15'
TWO WAY - 22'

52.5° PARKING



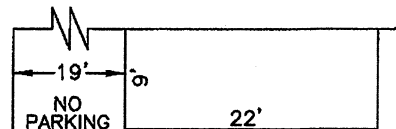
AISLE: ONE WAY - 13'
TWO WAY - 22'

45° PARKING



AISLE: ONE WAY - 22'
TWO WAY - 22'

90° PARKING



AISLE: ONE WAY - 12'
TWO WAY - 22'

PARALLEL PARKING