

ORDINANCE NO. 260-05-112

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL, FLORIDA, AMENDING THE CODE OF ORDINANCES, CHAPTER 12, "BUSINESS REGULATIONS," ARTICLE X "SPECIAL EVENTS," BY AMENDING THE TITLE TO "SPECIAL AND PROMOTIONAL EVENTS" AND AMENDING SECTION 12-181 "DEFINITIONS" TO CREATE DEFINITIONS RELATED TO PROMOTIONAL EVENTS AND SPECIAL EVENTS; AMENDING SECTION 12-182 "EVENT PERMIT REQUIRED" BY ESTABLISHING PERMIT REQUIREMENTS FOR PROMOTIONAL EVENTS; AMENDING THE TITLE OF SECTION 12-183.1 "TIME LIMITATION FOR APPLICATIONS" TO INCLUDE SUBMITTAL DEADLINES; AMENDING THE TITLE OF SECTION 12-183.2 "LIMITATION ON FREQUENCY OF SPECIAL EVENTS" TO INCLUDE "PROMOTIONAL EVENTS" AND TO DISCUSS FREQUENCY OF EVENTS; AMENDING SECTION 12-183.4 "CONDITIONS" TO ESTABLISH MAXIMUM NOISE LEVELS FOR OUTDOOR EVENTS; AMENDING THE TITLE OF SECTION 12-183.5 "TEMPORARY SIGNS FOR SPECIAL EVENTS" TO INCLUDE "PROMOTIONAL EVENTS" AND TO CREATE PERMIT REQUIREMENTS; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, City staff wants to modernize and streamline the special events process and to establish a promotional event process that will create a lighter regulatory path for small business promotional events that will maintain stricter oversight for larger, higher-impact special events, and that will add clearer standards, limits and administrative efficiency; and

WHEREAS, staff is proposing to amend Chapter 12, Article X, to expand regulations for both special events and promotions, and having considered the amendments, the City Commission finds that it will be in the best interests of the city to approve the amendments.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LAUDERHILL, FLORIDA:

SECTION 1. That the City of Lauderhill Code of Ordinances, Chapter 12, "Business Regulations," Article X, "Special Events," is hereby amended as follows (underline is added; ~~strike through~~ is deleted):

Chapter 12 – BUSINESS REGULATIONS

ARTICLE X. – SPECIAL AND PROMOTIONAL EVENTS

Sec. 12-181. Definitions.

The following words, terms and phrases, when used in this article, shall have the meaning ascribed to them in this section, except where the context clearly indicates a different meaning:

Applicant means a person or entity who has filed a written special event application.

Permittee means the applicant to whom the special event or promotional event permit has been issued.

Promotional Event means a temporary event organized primarily for marketing or business promotion purposes, such as store openings, seasonal sales, or small-scale entertainment within or on private commercial properties. Such events are distinct from special events and are subject to separate permitting requirements, including an expedited review process and a one-time application fee covering multiple occurrences within a calendar year. During the review, if city staff determines that the event may result in an impact on city facilities, resources or public safety services to conduct the event, at the discretion of the City Manager (or their designee) a promotional event may be reclassified as a special event.

A promotional event may include one (1) or more of the following factors:

- (1) the business use /activity is outside the approved Certificate of Use (COU);
- (2) the activity will occur outside of the building or structure of the approved COU;
- (3) the additional activity will not require the closure of any public streets; and
- (4) all temporary structure(s) will not exceed 500 square feet in area;

A promotional event may not include any of the following:

- (1) activity that will block or restrict access to other businesses;
- (2) activity or an event hosted by an individual or entity that does not hold a COU on premise;
- (3) open flame(s), pyrotechnics or special effects, explosions or other potentially dangers, displays or actions;
- (4) display of animals, aircraft, or watercraft;
- (5) sale or service of merchandise, food or nonalcoholic and alcoholic beverages on public and private property where otherwise prohibited by ordinance;

(6) Installation of a stage, band shell, vehicle(s), of any kind, trailer, van, portable building, booth, grandstand, or bleachers on public or private property where otherwise prohibited by ordinance;

(7) Amplification of music, voices, sounds, or activities that require a broadcast permit;

Promotional Event License Application means the official application form required for the approval of a promotional event, as defined in this article. This application process is separate from the special event permit process and is intended for temporary business-driven events occurring on private commercial property without the need for public resources, street closures, or extensive temporary structures exceeding 500 square feet.

Public place(s) means streets, sidewalks, parkways, highways, boulevards, avenues, alleys, plazas, medians, entrances and all spaces dedicated to the public or used in any way by the city or county for the benefit of the public, including, but not limited to, buildings, parks and all public areas.

Special event means a temporary event, gathering, or organized activity on any city street, public property, in any city or county park, public building or other public facility; a special event may occur ~~or~~ on private property, when the proposed event, due to the anticipated attendance or type of activities during the event, warrants additional review by city staff. A special event may include ~~an organized activity is conducted involving one (1) or more~~ of the following factors:

- (1) Closing of a public street, sidewalk, or alleyway;
- (2) Blocking or restricting public property;
- (3) Blocking or restricting access to private property of others;
- (4) Use of pyrotechnics or special effects;
- (5) Use of open flame, explosions, or other potentially dangerous displays or actions;
- (6) Use or display of animals, aircraft, or watercraft;
- (7) Sale or service of merchandise, food or nonalcoholic and alcoholic beverages on public and private property where otherwise prohibited by ordinance;
- (8) Installation of a stage, band shell, vehicle(s), of any kind, trailer, van, portable building, booth, grandstand, or bleachers on public or private property where otherwise prohibited by ordinance;

- (9) Placement of "No Parking" signs or barricades in a public right-of-way;
- (10) Amplification of music, voices, sounds, or activities that require a broadcast permit;
- (11) Determination by city staff that the event will result in impact on city resources, facilities or public safety services in response thereto.

Examples of special events include, but are not limited to, ~~promotional events~~, holidays, concerts, fixed location car shows, markets, seminars, kiddie rides for children no older than twelve (12), expositions, community events, festivals, filming, processions, parades, ~~rodeos~~, fundraising events, marathons and other running events, walkathons, block parties, bicycle races and tours, sporting events, revivals, dances, and large scale public assemblages, or ~~any~~ other similar organized activity, ~~whether for profit or not for profit, wherein public or private property are to be utilized and any other situations which are outside the normal scope of permitted activities for a location, or~~ which may have some impact on the community-at-large.

Special events encompass any organized activity, whether for profit or not-for-profit, that involves the use of public property or private property when the activity is beyond its normal scope of permitted uses and requires city resources, street closures, public safety measures, or has a significant impact on the community-at-large.

Special event application is an official form to be completed by the person or entity planning an event or activity on public or private property in the city and requesting approval of said event or activity. The special event application is determined to be complete on the date on which all the required documentation has been submitted. The date for the special event shall be considered confirmed when the applicant has fully complied with all the necessary requirements, paid all fees due and the special event permit has been issued by the city manager or designee and returned to the applicant. The city's acceptance of the special event application is not considered approval of the planned event or activity.

Special event permit means written, signed authorization by the city to hold a special event. ~~The term promotional license as referenced in the city's land development regulations shall be synonymous with and have the same meaning as "special event permit" stated herein.~~ All permits for special events shall be defined within one (1) of the following subcategories:

Sec. 12-182. Event permit required.

(a) Special event permits are required for all special events as defined by this article, and it shall be unlawful to engage in a special event without an approved special event permit.

(b) Promotional events occurring solely on private property and not requiring public resources must submit and complete a Promotional Event License Application and comply with all applicable zoning regulations, safety standards, and the city's promotional event licensing requirements. Approval of a promotional event is contingent upon the applicant's full compliance with licensing procedures, submission of all required documentation, and adherence to applicable local ordinances.

(b)c Application, contents. Application to conduct a special event shall be made to the city manager or his/her designee, in writing on a permit application provided by the city, by the person or persons in charge or responsible for the special event. The application shall set forth, at a minimum, the following information:

(1) The name and address of the organization, group, or person.

(22) The city may grant permission to the sponsor of an event in a public right-of-way to charge an admission fee for attendance at the event. Consideration and granting of such permission shall be based upon the location and duration of the event, its impact upon traffic circulation, provisions for emergency access and crowd safety and control, the frequency of event at the location, and other appropriate factors.

(23) A detailed description of any temporary signage to be used, including materials, dimensions, proposed placement on-site, and duration of display. All signage must conform to city standards and be reviewed for safety and aesthetics as part of the promotional event license review.

~~(23)~~ (24) Certify that the information provided on the application is true and factual.

Sec. 12-183.1. Time limitation for applications.

Unless otherwise stated herein, no permit shall be issued for a special event as outlined in this article, unless application has been made not less than thirty (30) days in advance of the date on which the special event is sought to be held, except as follows: The city may consider an application for permits filed less than thirty (30) days before the special event upon good cause showing and payment of two (2) times the nonrefundable permit fee and payment for all actual costs incurred by the city in expediting said request including overtime costs. Said costs are in addition to all costs and charges contained in this article.

Promotional event applications shall be submitted no later than 15 days prior to the event date, provided the event does not require public safety resources, street closures, or temporary structures exceeding 500 sq. ft.

Sec. 12-183.2. Limitation on frequency of special events and promotional events.

(a) Special events ~~A person or entity~~ is conducted on private property are restricted to four (4) special events or activities per calendar year and no more than one (1) special event or activity within a three-month period. A special event lasting ~~multiple~~ up to five (5) consecutive days shall be considered one (1) special event.

(b) Promotional events are restricted to two (2) promotional events per month per business or entity. A business or entity hosting multiple promotional events within a given year, may submit a single application covering up to twelve (12) promotional events annually, subject to City approval. Promotional events shall be reviewed collectively under a single application and subject to a one-time fee per application. A promotional event lasting up to five (5) consecutive days shall be considered one (1) promotional event. Only one (1) promotional event shall be conducted on a given property at any one time, regardless of the number of businesses or tenants located on the premises. However, multiple businesses operating on the same property may submit a joint application for a single promotional event, provided the event is coordinated and presented as a unified activity under a single event license.

Sec. 12-183.4. Conditions.

(a) Any permit granted under this article may contain conditions reasonably calculated to reduce or minimize dangers and hazards to vehicular or pedestrian traffic and the public health, safety and welfare, including, but not limited to, changes in time, duration or number of participants. For the purposes of public safety and welfare, the city manager or his/her designee may order the temporary closing of streets and/or may temporarily prohibit parking along it during the event, and shall direct the posting of proper warning signs in connection therewith. The applicant will be responsible for all costs and fees associated with street closures.

(b) All special events must comply with the city's single-use plastics ordinance requirements.

(c) Outdoor music and entertainment associated with special or promotional events shall not exceed a maximum sound level of 75 decibels (dB) measured at the property line. The City may require the use of sound level monitors and reserves the right to terminate or restrict sound amplification if noise levels become disruptive to surrounding properties.

Sec. 12-183.5. Temporary signs for special events and promotional events.

It is unlawful for any person to install, alter, erect, construct, post, paint, secure or relocate any sign, banner, lighting, or advertising without prior written approval from the city's planning and zoning department. Applications for a permit required under this section must include a signage plan detailing the materials, dimensions, content, and location of all temporary signs. Only lightweight, removable materials such as vinyl or coroplast are permitted. Signage shall not obstruct pedestrian walkways, fire access, or vehicular sightlines. ~~be submitted to the department of building and code compliance at least thirty (30) days prior to the date of the event for which the permit is requested.~~ All applications will be routed to the planning and zoning department for approval.

SECTION 3. Conflicts. That all Ordinances or parts of Ordinances, Resolutions or parts of resolutions in conflict herewith, be and the same are hereby repealed to the extent of such conflict.

SECTION 4. Severability. Should any section, provision, paragraph, sentence, clause or word of this Ordinance or portion hereof be held or declared by any court of competent jurisdiction to be invalid, the invalid portion shall be stricken, and such striking shall not affect the validity of the remaining portions or applications of this Ordinance.

SECTION 5. Codification. It is the intention of the City Commission that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Lauderhill, Florida, and that the sections of this Ordinance may be renumbered or relettered and the word "Ordinance" may be changed to "section", "article" or such other word or phrase in order to accomplish such intentions.

SECTION 6. Effective Date. This Ordinance shall take effect immediately upon its adoption.

PASSED on first reading this _____ day of _____ 2026.

PASSED and ADOPTED on second reading this _____ day of _____, 2026.

DENISE D. GRANT, MAYOR
PRESIDING OFFICER

ATTEST:

ANDREA M. ANDERSON, MMC
CITY CLERK

Approved as to Form

Hans Ottinot, City Attorney

	First Reading	Second Reading
MOTION	_____	_____
SECOND	_____	_____
R. CAMPBELL	_____	_____
M. DUNN	_____	_____
D. GRANT	_____	_____
J. HODGSON	_____	_____
S. MARTIN	_____	_____