



TOWN OF SOUTHWEST RANCHES
13400 GRIFFIN ROAD
SOUTHWEST RANCHES, FLORIDA 33330
Phone (954) 434-0008
Fax (954) 434-1490

Permit Processing Number: _____ Date Application Received: _____
Application Fee Paid: \$ _____

**TOWN OF SOUTHWEST RANCHES
INDOOR AND OUTDOOR ASSEMBLY IN RURAL AND AGRICULTURAL DISTRICTS**

GENERAL INFORMATION:

Property Owner: _____

Exact Address and Legal Description of Property: _____

Phone Number: _____

Folio Number of Property: _____

Specify Type of Event: _____

Date(s) of Event: _____ Hours of Event: _____

Number of Persons in Attendance: _____

Live Entertainment? Yes _____ No _____

Temporary Structures? Yes _____ No _____

Location Where Vehicles Will Be Parked: _____

Authorized Signature: _____ Print Name: _____

Date: _____

State of Florida

County of Broward

Before me personally appeared _____ known to me to be the person described or whom

Produced _____ as identification and who did take an oath.

WITNESS my hand and official seal this _____ day of _____, _____

Notary Public



SUBMISSION REQUIREMENTS AND PROCESS

Fully completed, signed and notarized application

Application fee payable to the Town of Southwest Ranches in the amount of \$110.00 (First Time) or \$25.00 (recurring event residential)

For Office Use Only:

_____ Required police presence (if checked contact Davie Police for off duty personnel at (954) 693-8320, Adrienne Fletcher)

_____ Approved _____ Denied

Conditions of Approval: _____

Reason for Denial: _____

Notarized Signature of Property Owner		Notarized Signature of Business Owner	
		DRIVER'S LICENSE COPY REQUIRED	
Signature of Property Owner		Signature of Business Owner	
Date		Date	
Subscribed and Sworn before me this _____ day of _____ (year)		Subscribed and Sworn before me this _____ day of _____ (year)	
by _____		By _____	
Check one: <input type="checkbox"/> Personally Known <input type="checkbox"/> Produced Identification Type of Identification (if any) _____		Check one: <input type="checkbox"/> Personally Known <input type="checkbox"/> Produced Identification Type of Identification (if any) _____	
Notary Public	Notary Stamp	Notary Public	Notary Stamp
My Commission Expires		My Commission Expires	



Sec. 035-080. - Indoor and outdoor assembly in rural and agricultural districts.

Assembly within the rural and agricultural districts is permitted as an accessory use only. This section defines the parameters of accessory assembly. Any assembly that exceeds the parameters established herein shall be unlawful, and a violation of this Code.

- (A) Intent. It is the intent of this section to help regulate large and recurring assemblies that disrupt the quiet use and enjoyment of residential properties.
- (B) Definition. The following definition applies to this section: "assembly" is defined as the gathering of unrelated persons other than the residents and/or owners of the property upon which the gathering occurs, for any organized purpose. The term shall be used synonymously with the term "gathering."
- (C) Vacant property. Assembly upon vacant and undeveloped property, and upon property with an unoccupied dwelling is not a valid accessory use, and is prohibited. Assembly upon farms for agricultural-related purposes, and upon properties owned by a governmental entity is not regulated by this section.
- (D) Permissible assembly. Assembly shall be deemed an accessory use of an occupied single-family detached residence when the assembly complies with this subsection, as follows:
 - (1) Assembly is limited to family, friends and acquaintances of the property owner(s) and/or permanent resident(s) of the premises, and their guests.
 - (2) In no event shall any assembly be held for profit, nor shall there be any admission fee, payment or other consideration, aside from normal congratulatory gifts, given for participation in the assembly or for use of the premises, and in no event shall any assembly be advertised or open to the general public.
 - (3) Amplified and non-amplified noise from the assembly shall not be audible from within an adjacent dwelling or guest house (with windows and doors closed) from 8:00 p.m. to 9:00 a.m. Monday thru Friday and 11:00 p.m. to 9:00 a.m. Saturday and Sunday. National Holiday's shall follow the Saturday and Sunday schedule. On New Year's Eve non-amplified noise shall not be audible from within an adjacent dwelling or guest house from 1:00 a.m. on New Year's Day to 9:00 a.m. This section is supplemental and is not intended to replace Section 27 of the Town's Code concerning noise restrictions. The more stringent of the provisions shall apply.
 - (4) Assembly of thirty (30) or more persons at any one time shall not occur more than two (2) times in any one (1) calendar year period unless the town issues a permit pursuant to subsections (D) and (E) below. All such assemblies shall be attended for the full duration by an owner or permanent resident of the premises. At least ten (10) business days prior to such assembly, the property owner or permanent resident of the premises shall notify the town in writing of the time and date of the assembly, the purpose of the assembly, and the approximate duration of the assembly.
 - (5) Notwithstanding paragraph (4), no permit or notice shall be required for an emergency assembly such as a gathering for friends and family after a funeral service.



- (E) Permit submittal requirements. In the event that a property owner or resident desires to exceed the occurrence limitations set forth in paragraph (C)(4) above, the property owner or a permanent resident of the property shall submit an application form no later than fifteen(15) business days prior to a proposed gathering, detailing at a minimum:
- (1) The proposed date of the gathering;
 - (2) The anticipated number of persons that will be in attendance;
 - (3) Whether there will be any live entertainment or temporary structures;
 - (4) Where the vehicles of attendees will be parked;
 - (5) The proposed hours during which the gathering will occur;
 - (6) Any other information stipulated on the application form; and,
 - (7) Any fee and/or deposit that the town council may establish by resolution.
- (F) Disposition of permit. The town administrator shall determine whether to issue the permit or deny the permit within three (3) business days of a complete application submittal, and shall notify the applicant immediately upon such determination. Failure of the administrator to act upon a complete application within the allotted time shall constitute an approval of the application. The town administrator shall approve the application if the administrator finds that it is consistent with all of the following criteria:
- (1) That the proposed gathering, as described on the application, will be consistent with the provisions of this section;
 - (2) That no assembly has occurred in violation of this section within one (1) year preceding the proposed gathering;
 - (3) That neither a code compliance officer nor law enforcement officer has been called to the subject property in relation to a gathering within the one (1) year period preceding the date of the proposed gathering, due to a verified complaint about noise, parking, disorderly conduct, litter, property damage, or other similar complaint;
 - (4) That public safety will not be substantially compromised as a result of the assembly; and,
 - (5) That the frequency of recurrence, scale and character of assembly at the location has not and will not disturb the peaceful use and enjoyment of properties in the immediate area.
- (G) Enforcement and penalty. The code compliance department and the town's law enforcement agency are authorized to enforce the provisions of this section, including the authority to shut-down an assembly that is in violation of this section.



- (1) Upon a second violation of this section, no further assemblies of greater than thirty (30) persons at any one time shall be permitted on the property for a period of one (1) year from the date of the second violation.
- (H) Nothing in this section shall be construed as repealing other laws or code provisions requiring separate applications for permits, such as building or related permits. Those permits must be applied for separately and in accordance with the laws or code provisions governing those activities.