



AGENDA ITEM

Meeting Name: Town Council Meeting

Meeting Date: January 28, 2026

Prepared By: Duncan Clark, Planning Technician

Item Title: Special Event Request: 2026 ArtFest by the Sea

BACKGROUND:

Staff received a request for a special event from Mr. Stewart Auville representing the Palm Beach North Chamber of Commerce. This is a recurring event in the Town at the same location, therefore it is being placed on the Consent portion of the agenda.

DISCUSSION:

The special event requested is an arts and crafts market, with artists, various vendors including food/beverage and other notable affiliates. This event takes place between the Marcinski Road and Donald Ross Road, within Ocean Drive right-of-way (A1A), and requires the roadway to be closed during the event. The applicant has provided a map depicting the entire area of the event. The proposed dates and times for the event, including set-up and tear-down, are as follows: set-up on March 6th, beginning at 8:00 am; the event on March 7th and 8th, from 10:00 am to 5:00 pm both days; and tear-down by 11:00 pm March 8th.

The application states the anticipated attendance is 8,000 people over two days and is classified as a High-Impact special event. Based on the event type the applicant will be responsible for providing all outstanding items 45 days prior to the date or be subject to late fees and/or cancelation of event.

The applicant will be charged a fee of \$1000/day and a \$5,000 Security Deposit for this event based on the attached adopted fee schedule for Off-Site Special Events. This fee and deposit do not include the required costs for outside assistance by Police, or any other necessary support. Those costs are the responsibility of the applicant during the application process. Based on the event type the applicant will be responsible for providing all outstanding items prior to the date or be subject to late fees and/or cancelation of event.

Should the Town Council approve the event, staff will apply all the standard conditions of approval for such an event with addition of the following conditions based on the after-action report recommendations by the Police Department following the 2025 Artfest by the Sea at Juno Beach special event:

- No vendor parking or vendor setup in front of Ocean Royale;
- Provide bicycle racks at entrances;
- Fire Rescue /EMS to be present during the entire time of the event;
- Parking attendants / volunteers to be present at parking areas to direct traffic;
- Provide hydration stations throughout the site; and
- Provide rest areas with shade throughout the site.

As indicated in the attached application, the applicant shall provide all applicable outside agency and department approvals from Palm Beach County prior to the event date.

RECOMMENDATION:

Staff recommends that the Town Council consider the request for the special event proposed in Juno Beach as stated above, subject to the applicant being responsible for the application process of the special event and all conditions and requirements following said application, including any additional agency reviews/approvals/fees.