

Temporary Use/Special Event Application - City of LaBelle (A)



DATE RECEIVED: 9/17/25 (9/30)

APPLICATION # 1682

CUSTOMER # HARID 445

INVOICE #:

SUPERINTENDANT APPROVED: Y/N

COMMISSION APPROVAL DATE: 10/9/25

Event Date: 11/8/25 Event Hours: 2pm-7pm Number of people expected to attend 2pm

Indoor events with an attendance of 50 people or more will require crowd management by the Sheriff's Department or the Fire Department in accordance with the F.S. These additional fees/arrangements are the responsibility of the applicant.

☒ Alcohol to be served? YES By whom: HARI'S DISCOUNT LIQUOR

NOTE: Use of alcohol will need to be approved by the City Commission. The city must receive the application and all supporting documents a minimum of 24 days prior to the monthly City Commission meeting held on the 2nd Thursday every month. ** NEEDS ELECTRIC

☒ Generator x 1 ☐ Portable lights x 1 Date of set up 11/7 Date of tear down 11/9

☒ Tent x 4 size 10x10 Date of set up 11/7 Date of tear down 11/9

Generators, portable lights and Tents over 900 sq ft, will need to be inspected by the Fire Marshall

☐ Porta Potties x 1 Date of delivery 11/7 Date of removal 11/9

☐ Road closure needed - include map with road closures marked

1. APPLICANT: PINESH PATEL

Name of Person Applying: PINESH PATEL

Mailing Address: 383 BRYAN AVE

City: LABELLE

State: FL

Zip: 33935

Email: HARIDISCOUNTLIQUOR@gmail.com Phone: 863 234 8753

2. PROPERTY OWNER (IF DIFFERENT FROM APPLICANT - YOU MUST LIST ALL OWNERS - PROVIDE A SEPARATE SHEET IF NECESSARY):

Owners Name: CITY OF LABELLE

Mailing Address:

City: State: Zip:

Email: Phone:

3. SPECIFIC LOCATION OF SUBJECT PROPERTY AFFECTED BY THIS APPLICATION:

Address/Location: BARREN PARK

City: State: Zip:

4. APPLICANT'S REQUEST-Proposed Temporary Use/Special Event Information-Type/Name of Event

SERVE BEER AND WINE AND "READY TO DRINK" 7% ALCOHOL

5. PLEASE PROVIDE THE FOLLOWING ITEMS TO: MWills@citylabelle.com and KimBarselou@citylabelle.com or mail to City Hall, 481 West Hickpochee Avenue, LaBelle, FL 33975.

Please label each page accordingly (A., B., C., D., etc.). Fill in N/A if not applicable.

- ☒ A. Completed Application Form
- NA B. Affidavit of Ownership (Notarized)
- NA C. Agent Authorization (Notarized): The name of all parties having interest in the subject property and certification that the applicant is authorized to sign the application as owner or authorized agent.
- NA D. Proof of Ownership: A copy of the tax bill or a printout from the Property Appraisers office is required with a legal description.
- TBD BY CITY E. Legible Site Plan: Drawing demonstrating right-of-way to be vacated on 8-1/2" x 11" paper with legible text showing all data pertinent to the proposed vacation, including at least the following:
- Date of drawing
 - Location of proposed uses
 - Scale
 - North Arrow
 - Location of parking areas
 - Location of existing structures
 - Location of access point(s) from adjacent roadways
- CITY F. Emergency Action Plan - Required with events with an expected attendance of 1,000+ people
- ☒ G. Indemnification and Hold Harmless (Notarized) - - If the event is held on City property
- ☒ H. Certificate of Liability Insurance - Contact your service provider or go to www.gatherguard.com
- NA I. Copy of 501(c)3
- NA J. Certificate of registration-Seasonal Retailer or Business Tax License (sale of goods/products)
- NA K. Car Sales - Motor vehicle dealer or recreational dealer's license
- NA L. Certificate of Flame Resistance for tent - NOT FOR 10X10 TENT
- NA M. Copy of Florida Alcoholic Beverages Permit (Alcohol sold/served must be approved by the Commission)
- NA N. State of Florida Health Department License for each vendor (food sales)
- NA O. Rental Agreement -If the event is on City property or County property
- NA P. Crowd management certificate of completion (indoor event with 50 or more people)
- NA Q. Road Closure Map (CITY PROPERTY)

Letters of No Objection: On behalf of the applicant, the City will request Letters of No Obligation. If an objection is found, the applicant must contact the agency directly to resolve the issue.

CITY {
____ **R. Hendry County Sheriff's Office:** Lt. Allen Hudson ahudson@hendrysheriff.org 863-674-5606
____ **S. Hendry County EMS:** Amy Stafford amy.stafford@hendryfla.net 863-674-5412
____ **T. City of LaBelle Fire Department:** Chief Brent Stevens bstevens@citylabelle.com 863-675-1537

6. FEES - MADE PAYABLE TO THE CITY OF LABELLE

 X \$250.00 Temporary Use/Special Event Application Fee
_____ \$ 90.00 Tent Permit fee (for tents 900 sq ft or larger)
_____ \$ 70.00 Fire Inspection: Tent, Generator and Portable Light (Tent 900 sq ft or larger)
\$250.00 Total submitted

ATTENTION:

ALL temporary use/special events are subject to final approval by the Superintendent of Public Works and/or the City Commission along with the Hendry County Sheriff's department, the City's Fire Department and EMS. Submission of your application does not guarantee approval of your event. Additional information may be required. Adjustments to your event plans may be needed for the event to be approved.

This application must be completed (please type or legibly print) and submitted, with all requirements herein, to the Superintendent of Public Works, at City Hall 481 W. Hickpochee Ave., LaBelle, FL 33975 or via email to: mwills@citylabelle.com and kimbarselou@citylabelle.com. This application must be signed by the owner or the designated agent. If the applicant is different than the owner of the subject property, then an agent affidavit is required from the owner of the property. The agent affidavit must be filled out and submitted with this application. If the property is in multiple ownerships, then all owners or their designated agent(s) must sign this application. All owners of property that will be affected by this application must either sign this application or fill out an agent affidavit.

This application will be reviewed by city staff for completeness and approval. The applicant is fully responsible for researching and knowing all laws which may be applicable and affect the outcome of any decision on the applicant's request. The City of LaBelle assumes no responsibility or liability relating to the failure of the applicant to research and know all applicable laws including, but not limited to, state, federal and city laws, including, but not limited to, state, federal, and city laws, codes, land development regulations or adopted comprehensive plan.

Please refer to the City's municipal code for additional information NOTE: the minimum standards apply to ALL temporary use/special events [Chapter 4 - ZONING](#) | [Code of Ordinances](#) | [LaBelle, FL](#) | [Municode Library](#)

SOUND: All events are required to comply with the city's noise abatement ordinance, as well as Florida Statute 316.3045. The Hendry County Sheriff's Office officers have the authority to ask you to lower the volume and if a resolution is not achieved, they will shut down your event.

SIGNS: This permit does not include a sign permit-Please review the City ordinances for signage [Sec. 4-81. - Signs.](#) | [Code of Ordinances](#) | [LaBelle, FL](#) | [Municode Library](#)

PUBLIC HEARING APPLICATION – CITY COMMISSION ACTION: If this application cannot be approved by the Superintendent of Public Works or their assignees, it will be forwarded to the City Planner to go before the city commission through the Public Hearing process for review. This process can take approximately two to three months from start to finish. The applicant will be responsible for all expenses for advertisements and outside consultants.