

**CITY OF SANIBEL  
RESOLUTION 25-022**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA, AMENDING THE SPECIAL EVENT SCHEDULE OF FEES; PROVIDING FOR ADDITIONAL FEE FOR SUBSTANTIAL REVISIONS OF APPROVED SPECIAL EVENT PERMITS; PROVIDING FOR FEE FOR MAILING OF PERMITS; ESTABLISHING A FEE FOR THE RENTAL OF CITY HALL GROUNDS; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the City Council adopted Resolution 10-117 pursuant to the authority of Ordinance 06-016, as amended, in order to set forth the most current Schedule of Fees for Special Event Permits; and

**WHEREAS**, the City Council approved Resolution 18-049 which amended Resolution 10-117 by further updating the Schedule of Fees for Special Event Permits; and

**WHEREAS**, the City Council approved Resolution 24-011 which amended Resolution 18-049 by further updating the Schedule of Fees for Special Event Permits; and

**WHEREAS**, the City Council finds and determines that it is necessary to amend the previously adopted Schedule of Fees for Special Events to establish a fee for the substantial revision of already approved permits, the mailing of permits, and to establish a fee for the rental of City Hall grounds for special events.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA:**

**SECTION 1.** The City of Sanibel Special Events Schedule of Fees, as adopted through Resolution 24-011 and as set forth on attached Exhibit "A" to this Resolution, is hereby amended as noted with underlined language showing additions and ~~strike through~~ language showing deletions.

**SECTION 2.** This Resolution shall take effect immediately upon adoption.

**PASSED IN OPEN AND REGULAR SESSION OF THE CITY COUNCIL OF THE CITY OF SANIBEL, FLORIDA THIS 12TH DAY OF JUNE 2025.**

Attest:

\_\_\_\_\_  
Scotty Lynn Kelly, City Clerk

\_\_\_\_\_  
Michael Miller, Mayor

Approved as to form and legality:

\_\_\_\_\_  
John D. Agnew, City Attorney

Date filed with City Clerk: \_\_\_\_\_

Vote of Council Members:

Miller	_____
Smith	_____
DeBruce	_____
Henshaw	_____
Johnson	_____

## EXHIBIT A OF RESOLUTION

### SPECIAL EVENTS SCHEDULE OF FEES

\$50 Non-refundable Special Event Permit Application Fee – Resident Rate (\*\*)

\$150 Non-refundable Special Event Permit Application Fee – Non-resident Rate

\$50 Non-refundable Holiday Sidewalk Sales Special Event Application Fee

\$5 Non-refundable Sanibel Student or Sanibel Youth Group Event Application Fee

Late Application Fees:

- \$150 first late application fee; \$500 second late application fee; \$750 third or more late application fee

Substantial Revision Fee for Approved Permits (Any change in key event components such as date, time, location, etc.): \$100

Permit Mailing Fee: \$25

Refundable Clean-up and Damage Deposit as follows for events held on public property:

- |          |                               |
|----------|-------------------------------|
| • \$300  | 499 participants or less (**) |
| • \$500  | 500-999 participants (**)     |
| • \$1000 | 1000 participants or more     |

Temporary Tent Permit Fees

- \$50 City Temporary Tent Permit Fee (per tent)
- \$75 Fire District Temporary Tent Fee

\$10 Daily Power Usage Fee for electrical connection at any City owned property (for each 110 Volt Outlet - per 24-hour day or any portion thereof)

\$250 Road Closure Fee (Inspections by Chief of Police, and Public Works Personnel) (\*\*)

\$1 each Traffic Control Device Rental (i.e.: Barricades/Cones) (\*\*)  
(For road closures and no parking notification, a barricade/cone is required every 10 feet.)

\$30 Installation and Tear-down of temporary barricades & traffic control devices

Temporary Fencing Rental, per 100 feet, including five (5) posts

Resident	Non-Resident
\$10	\$20

Temporary fencing rental refundable damage deposit \$40, per 100 feet

\$40 Installation and tear-down of temporary fencing, per 100 feet.

Delivery Charge of \$50 for City Equipment Delivered to event location

## Community Park

(Refundable Clean-up and Damage Deposit required in addition to rental rate – see above Deposit Schedule)

	Resident	Non-Resident
• Pavilion Rental (Per Day)	\$25	\$50
• Volleyball Court (Hourly)	\$10	\$20
• Shuffleboard Court (Hourly)	\$10	\$20
• Parking Lot Closure Fee (Per Day)	\$125	\$250
• Park Rental (All Day/Per Day)	\$475	<del>\$575</del> <u>\$950</u>

## Bowman's Beach

(Refundable Clean-up and Damage Deposit required in addition to rental rate – see above Deposit Schedule)

	Resident	Non-Resident
• Pavilion Rental (Per Day)	\$25	\$50

## City Facilities

(Refundable Clean-up and Damage Deposit required in addition to rental rate – see above Deposit Schedule)

	Resident	Non-Resident
• <u>City Hall Grounds (Per Day)</u>	<u>\$1,000</u>	<u>\$2,000</u>
• Gazebo (Per Day)	\$25	\$50
• MacKenzie Hall (2-hour increments)	\$25	\$50
• Ballfield Pavilion (4-hour increments)	\$150	\$300
• Ballfield - Field #1 (per hour)	\$20	\$40
• Ballfield - Field #2 (per hour)	\$20	\$40
• Ballfield - Field #3 (per hour)	\$20	\$40
• Ballfield Light Fee (per hour/per field)	\$10	\$20
• Ballfield Preparation/Lining Fee (per field)	\$15	\$30

As required by Section 110-83, City services determined necessary for the conduct of the Special Event, such as temporary lighting or police officers to direct traffic or reroute traffic, shall be paid by applicant in addition to other fees listed above.

\*\* The above fees as noted by (\*\*) shall be waived for any applicant that is a Sanibel organized homeowners association, neighborhood association or other neighborhood or homeowners' group, formally incorporated or otherwise, generally recognized as a representative of the neighborhood or subdivision seeking the Special Events Permit.

Resident for purposes of this fee schedule shall mean and include Sanibel residents, property owners, a Sanibel business with a Sanibel address and Business Receipt, and Sanibel based non-profit organizations.