



TOWN OF SOUTHERN SHORES

5375 N. Virginia Dare Trl, Southern Shores, NC 27949

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Application and Agreement for Special Events

PERMIT #	Date:
Owner:	Contractor:
Address:	Address:
City St & Zip:	City St & Zip:
Phone:	Phone:
Fax:	Fax:
Mobile:	Mobile:

Article VI, Section 6-201.1 (2) *SPECIAL EVENTS ENCROACHMENT AGREEMENT*: A

property owner, or his agent, may apply to the Town for a Special Events Encroachment Agreement. If approved by the Town Manager (or his designee), the applicant may park vehicles related to the special event within the street, but no closer than one (1) foot from the paved road surface or from any roadway. A Special event is hereby defined as a previously scheduled event having a duration of not longer than twenty (20) hours in any forty-eight (48) hour period. Except for vehicles, the applicant of an approved Special Events Encroachment Agreement may not place any other obstruction within the street, except for traffic cones or small flexible flags (which shall be required to be in place during the duration of the permit term) indicating the boundaries of the area covered by the Special Events Encroachment Agreement. A Special Events Encroachment Agreement may be issued for the same section of a street for a term no longer than twenty (20) hours in any forty-eight (48) hour period and may not be extended beyond the approved duration without prior approval by the Town Manager (or his designee).

NC Fire Code Chapter 24, Section 2403, Temporary Tents, Canopies and Membrane

Structures 2403.2: Approval required. Tents and membrane structures having an area in excess of 200 square feet and canopies in excess of 400 square feet shall not be erected, operated or maintained for any purpose without first obtaining a permit and approval from the fire code official.

LOCATION: Street Address _____

Description of Special Event: _____

Dates and Time : _____

Signature of Owner or Contractor Date

Signature of Town Official Date