

Planning & Zoning

415 West University Drive
Edinburg, Texas 78539
(956) 388-8202



Special Use Permit Application: Events (Temporary Use Permit)

Date: _____ ENERGOV CASE #: _____

1. Type of Event: _____

2. Name of Event: _____ Phone: _____

3. Fundraising Event? YES NO Does Event Sponsor have IRS 501(c)(3) status? YES NO

If fundraiser, please state use of proceeds: _____

4. Contact Name: _____

5. Mailing Address: _____

6. Email: _____

7. Address/Location of Event: _____

8. Legal Description of Property: _____

9. Present Land Use _____ Zoning District: _____

10. Days & Hours of Event: _____

Name (Please type or print)

Signature

AMOUNT PAID \$ _____

RECEIPT NUMBER _____

Items Needed:

Sealed Survey or Metes and Bounds (If acreage property)

Letter of Authorization from Owner (If the applicant is not the owner of property)

Site Plan

Letter of Proposal

Insurance

Fee: \$200

PUBLIC HEARING DATE (CITY COUNCIL) – 6:00 P.M.: _____

NOTE: FAILURE TO APPEAR ON THE PUBLIC HEARING DATE MAY RESULT IN DENIAL OF APPLICATION.

Special Use Permit Application - Events

GENERAL INFORMATION

Section 2.205(E)(12) Public Interest and Special Events *of the City of Edinburg Unified Development Code*

Special events in stadiums or City parks shall be regulated by the City and are not limited by this section. All other special events are permitted by Special Use permit if the following are demonstrated:

- A. **Duration.** The special event shall be limited to no more than five consecutive days, not including set-up and tear-down unless approved by the City.
- B. **Access Control.** If deemed necessary by the City Engineer, property access shall be controlled by special traffic personnel paid for by the applicant. Prior to receiving a permit, the applicant must provide written communication from the Police Department indicating adequate provisions have been made.
- C. **Sanitation.** The City, or another applicable department or agency, shall approve the sanitary provisions. Prior to receiving a permit, the applicant must provide written communication from the applicable department or agency indicating adequate provisions have been made.
- D. **Electric and Lighting.** The City's Inspector shall approve all electric and lighting facilities. Prior to receiving a permit, the applicant must provide written communication from the Inspector indicating adequate provisions have been made.
- E. **Noise.** Maximum noise levels may be established. The levels shall be based on the distance of the site to adjoining residential uses and any history of complaints about similar events.
- F. **Site Restoration.** The applicant shall provide surety for complete site restoration upon the event's conclusion or should the permit be revoked.

