



Administrative Temporary Event

Douglas County, Georgia

Applications will be received on business days between 9:00 AM and 3:00 PM

The Douglas County Planning & Zoning Department processes Administrative Temporary Event applications for unincorporated areas of Douglas County only. To file an application for property located within the city limits of Douglasville, please contact the City of Douglasville at (770) 920-3000 for details.

Applications should be typed or clearly written in black or dark blue ink. Illegible applications will not be accepted. Applications, including all required application fees must be submitted to the Douglas County Planning & Zoning Department in person. All applications will be reviewed and determined complete within two (2) working days of the application deadline. Incomplete applications will be returned.

After the application has been accepted, the Planning & Zoning Department will schedule the applicant of the proposed Temporary Event for a meeting with Staff. Various departments – including: Douglas County Code Enforcement, Engineering, Douglas County Board of Health/Center for Environmental Health, Fire Department, Office of Risk & Safety, Sheriff's Department and Department of Transportation - will complete a thorough evaluation (Impact Study) of the requested temporary event taking into consideration existing County ordinances, policies and Future Land Use Plan.

The results of the evaluations completed by these various departments will be consolidated into the file and any conditions of the permit listed in writing with the approval or denial. The applicant will be notified in writing within ten (10) calendar days of application of the Staff decision.

NOTE: Liability insurance will be required subject to review by the Douglas County Office of Risk & Safety.

A detailed route and/or access plan indicating the proposed route for access to the event location is required. All parking shall be submitted on a detailed drawing for review and approval. No parking is allowed on any Douglas County or State right-of-way.

Please understand that no work should begin on any site before proper permits are obtained, including, but not limited to, building permits, sign permits and construction or setup of temporary structures.

DOUGLAS COUNTY BOARD OF COMMISSIONERS

8700 Hospital Drive • Douglasville, GA 30134 • Telephone (770) 920-7348 • Fax (678) 715-5366

Administrative Temporary Event Permit

Type of Event/Activity Applying for:		Roadside Produce Stand <input type="checkbox"/>	Revival/Ministry Outreach Tent <input type="checkbox"/>
		Yard/Garage Sale <input type="checkbox"/>	Seasonal Business Use <input type="checkbox"/> <small>(i.e., Christmas trees, pumpkins)</small>
Applicant's Name:		Date:	
		City:	St: Zip:
Applicant's Phone:		Fax:	Other Contact #:
Applicant's Signature:			
Property Owner Information			
Property Owner:		Date:	
Event Location Address:		City:	St: Zip:
Property Owner's Phone:		Fax:	Other Contact#:
Land Lot:	Dist/Sec:	Parcel:	Zoning:
Property Owner's Signature:			
Event Information			
Detailed Description of Event/Activity: <small>(Please provide facility AND parking area details)</small>		Date of Event:	Number of Attendees:
Number of Employees/Volunteers :		Operating Hours of Event:	Sq Footage:
Temporary Structure Information			
Number of Structures:	Type:	Location:	Size:
	Type:	Location:	Size:
	Type:	Location:	Size:
DEPARTMENTAL APPROVAL (office use only)			
Planning & Zoning _____ Comments:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
DCDOT _____ Comments:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
Fire Marshall _____ Comments:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
Sheriff's Office: _____ Comments:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>
Risk Management: _____ Comments:		Yes <input type="checkbox"/>	No <input type="checkbox"/> N/A <input type="checkbox"/>

Please complete and return application along with all necessary documents per UDC Section 348.

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DOUGLAS COUNTY GEORGIA RELEASE AND INDEMNITY AGREEMENT

In consideration of participation in said special event the undersigned organization/business/group/individual hereby agrees and warrants that they shall release, defend, indemnify and save harmless Douglas County Georgia, its officers, directors, employees and any other person, firm or corporation charged or chargeable with responsibility or liability, their heirs, administrators, executors, successors and assigns and agents from any and all costs, expenses, restrictions, claims, demands, suits, actions, proceedings, damages, liabilities, deficiencies, judgments, levies, costs or expenses, including, but not limited to, attorney's fees and expenses of any kind and nature, including, but not by way of limitation, any claim for damages to property or injuries to or death of any person or persons relating to or arising from the special event or related activities, regardless of whether arising from the negligence or wrongful acts, errors or omissions of Douglas County Georgia.

Without limiting the generality of the foregoing, the undersigned organization/business/group/individual agrees that they shall reimburse Douglas County Georgia for legal fees and other costs incurred in the Douglas County Georgia's defense of such claims of litigation. Douglas County Georgia shall have the right to participate in the defense of any claims or litigation and shall have the right to approve any settlement. This release extends and applies to, and also covers and includes, all unknown, unforeseen, unanticipated and unsuspected injuries, damages, loss and liability, and the consequences thereof, as well as those now disclosed and known to exist. The provisions of any state, federal, local or territorial law or statute providing in substance that releases shall not extend to claims, demands, injuries or damages which are unknown or unsuspected to exist at the time, to the person executing such release, are hereby expressly waived.

The undersigned organization/business/group/individual acknowledges that the agreement hereby releases and discharges Douglas County Georgia, its officers, directors, employees and agents, of any and all claims, relating to any bodily and personal injuries or damages to property and the consequences thereof resulting from their participation in the said special event. I do hereby covenant with the Douglas County Georgia that I, my heirs, executors, assigns and transferees will never at any future time sue the Douglas County Georgia for or on account of any claim for damages arising out of my participation in the said special event whether such claims arise by negligence of the Douglas County Georgia, its employees or agents, or by the negligence of any other participant. It is further agreed and understood that said participation in the special event is not to be construed as an admission of liability and acceptance of assumption of responsibility by Douglas County Georgia, its officers and members.

This is the _____ day of _____, 20_____.

NAME OF ORGANIZATION/BUSINESS/GROUP/INDIVIDUAL:

INDIVIDUAL RESPONSIBILITY _____
(Signature)

THE LAWS OF THE STATE OF GEORGIA SHALL BE USED TO GOVERN THIS AGREEMENT

Please complete and return application along with all necessary documents per UDC Section 348.