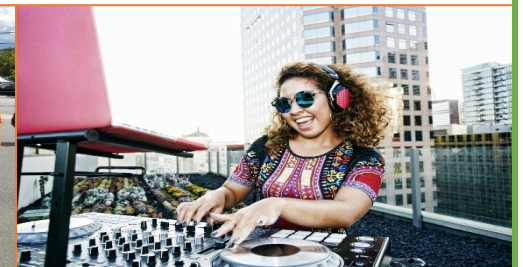
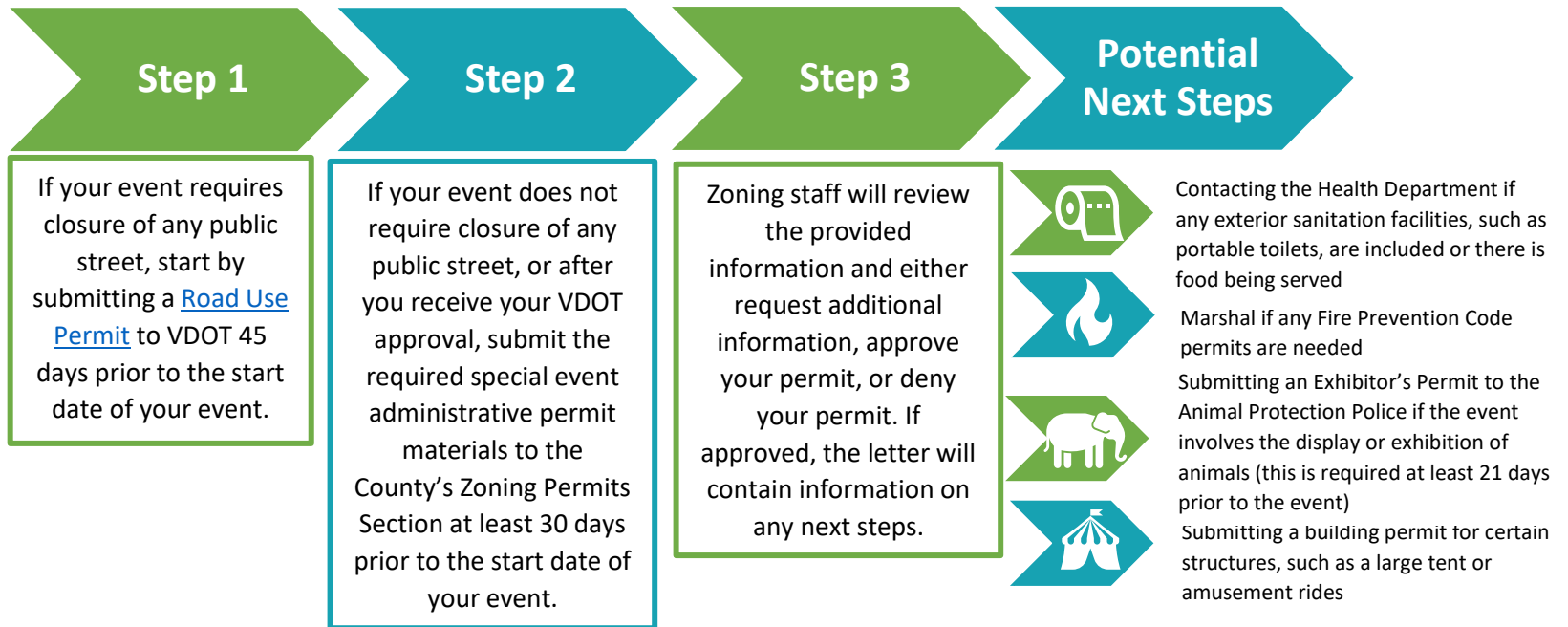


## Special Event Process



A special event is a temporary outdoor activity held on private property and open to the general public, including but not limited to, seasonal sales, the display of goods and merchandise as part of a retail promotional activity, community or cultural events, musical events, celebrations, festivals, fairs, carnivals, and circuses.

Certain short-term events such as grand openings for retail stores may apply for a Tier-One Administrative Permit (AP). All other special events that do not meet the requirements for a Tier-One AP will qualify for Tier-Two AP and are limited to 60 days with seasonal sales limited to 45 days and carnivals and circuses limited to 21 days. This timeframe does not need to be consecutive. A program of events AP for both Tier-One and Tier-Two APs may be issued for a two-year period for recurring special events that do not have significant changes from one year to the next in terms of the expected number of attendees or the duration and extent of the event. The AP for a program of events may include multiple events occurring on consecutive or non-consecutive days and may be renewed for an additional period of up to five years. Please review the [Zoning Ordinance](#) for a list of other standards. The following provides an overview of the permit process:



### Additional Resources and Contact Information:

Animal Protection Police	(703) 691-2131	<a href="mailto:fcpdanimalprotection@fairfaxcounty.gov">fcpdanimalprotection@fairfaxcounty.gov</a>
Fire Marshal	(703) 246-4803	<a href="mailto:fire.revenuepermits@fairfaxcounty.gov">fire.revenuepermits@fairfaxcounty.gov</a>
Health Department (Food Service)	(703) 246-2444	<a href="mailto:hdehd@fairfaxcounty.gov">hdehd@fairfaxcounty.gov</a>
Health Department (Sanitation)	(703) 246-2201	<a href="mailto:hdehd@fairfaxcounty.gov">hdehd@fairfaxcounty.gov</a>
Permits Administration	(703) 222-0801	<a href="mailto:LDsbuildingpermits@fairfaxcounty.gov">LDsbuildingpermits@fairfaxcounty.gov</a>
VDOT (Arlington/Fairfax Permits Section)	(703) 259-1773	<a href="mailto:NOVAFairfaxPermits@VDOT.Virginia.gov">NOVAFairfaxPermits@VDOT.Virginia.gov</a>
Zoning Permits Section	(703) 222-1082	<a href="mailto:DPZMailforZPRB@fairfaxcounty.gov">DPZMailforZPRB@fairfaxcounty.gov</a>

\*For more information on the special event administrative permit process, please contact the Zoning Permits Section.

### Types of Events That May Need an Administrative Permit:

- Concerts, fairs, and festivals
- Charity fundraisers, road races and similar events
- Car, dog or horse shows
- Carnivals and circuses
- Drive-in movie nights
- Flea markets or other types of open-air market
- Grand openings and promotional events
- Holiday parties advertised and open to the general public
- Activities within Pop-up parks (concerts, festivals, etc.)
- Seasonal sales

### Types of Events That May Not Need an Administrative Permit:

- Community pool cookout following a swim meet
- Events on property already approved for special events
- Garage sales
- Holiday parties for members of an organization and their guests
- Neighborhood block parties
- Company picnics
- Private events by a homeowner for their own guests, such as birthday parties, weddings, etc.
- Religious assembly outdoor gathering for parishioners and their guests
- Sidewalk sales accessory to a retail use

