

# Permit Approval

## **CRITERIA**

The Special Events Coordinator shall issue a Special Event permit if it is determined that all of the following criteria have been met:

1. The preparation for or the conduct of the proposed use, event or activity is feasible or will not unreasonably or unfeasibly burden City resources necessary to preserve the public's use of the street in the area contiguous to the site for the special event.
2. The preparation for or the conduct of the proposed use, event or activity will not unduly impede, obstruct, or interfere with the operation of emergency vehicles or equipment in or through the site for the special event or adversely affect the City's ability to perform municipal functions or furnish city services in the vicinity of the site for the special event.
3. The proposed use, event or activity does not otherwise present a substantial or unwarranted safety, noise, or traffic hazard.
4. The proposed event will be of a nature and size appropriate to the proposed venue, location, or site and will occur during a time period approved for that venue, location, or site.
5. A transportation management/parking plan has been approved by the City for the event to the extent such a plan is required by implementing regulations.
6. The proposed event will not cause other adverse impacts on health or safety to surrounding residential or commercial uses, which cannot effectively be mitigated.

## **CONDITIONS**

The Special Events Coordinator may condition the issuance of a special event permit by imposing reasonable requirements concerning the time, place, and manner of the event, if such requirements are necessary to protect the safety of persons and property, and to provide for adequate control of traffic, provided such conditions shall not unreasonably restrict the right of free speech. Such conditions may include, but need not be limited to the following:

1. Alteration of the date, time or location of the event proposed on the event application;
2. Requirements for provision of security or crowd control, either private or provided by the City;
3. Requirements for the provision of first aid, sanitary or emergency facilities;
4. Requirements for use of event monitors and some method for providing notice of permit conditions to event participants;
5. Requirements for use of trash and recycling containers/dumpsters, cleanup and restoration of City property;
6. Requirements on use of amplified sound, including music;
7. Compliance with any relevant ordinance or law in obtaining any legally required permit or license;
8. Restriction on the sale or service of alcoholic beverages;
9. Notification of residents in the neighborhood of the proposed event site.

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