

City of Wallace

Special Events Ordinance Workshop

Summary of Public Comments

Section	Subsection	Suggested Comment	Commentor Name	Approve	Denied	Modified	Additional Notes
Preamble	N/A	THIS ORDINANCE [INSERT SUMMARY AFTER ORDINANCE IS COMPLETE]; SETS CRIMINAL PENALTIES ; DECLARES THE ORDINANCE SEVERABLE WHILE REPEALS CONFLICTING CODE PROVISIONS; AND SETS AN EFFECTIVE DATE UPON PASSAGE AND PUBLIATION -PUBLICATION.	Cindy Lien				
Section 1	N/A	Pursuant to the authority of Idaho Code Title 50, Chapter 3, the City desires to regulate special events <u>that utilize within</u> the City of Wallace <u>assets (roads, properties, and infrastructure)</u> to provide for the general health, welfare, and safety of the public.	Dean Cooper				
	115.01(A)	Asked if the Chamber is a department of the city?	Rick Shaffer				
	115.01(C)	Extraordinary resources shall include any excessive clean up after a special event that is performed by the City to return a site utilized by the special event to its normal state.	Dean Cooper				
		City resources or additional expenses expended by the City specifically for a special event as a result of anticipated attendance, heightened security , or other unique factors of a special event, which would not otherwise be expended by the City absent the existence of the special event. Extraordinary resources shall include any clean up after a special event that is performed by the City to return a site utilized by the special event to its normal state. CITY DOES NOT HAVE ANY CONTROL OVER OR EXPEND DOLLARS ON SECURITY.	Rick Shaffer				

Section	Subsection	Suggested Comment	Commentor Name	Approve	Denied	Modified	Additional Notes
	115.01(D)	A preplanned single gathering, event or series of events, related in nature, and conducted for the purpose of entertainment, recreation, education, political, religious or cultural, or of any other similar nature, including but not limited to events such as concerts, dances, assemblages, processions, parades, circuses, fairs, festivals, community events, <u>weddings</u> , or mass participation sports (such as marathons and running events, fun run/walks, bicycle races, skijoring, sports tournaments, etc.) <u>and makes use of City roads, parks, or property.</u>	Dean Cooper				
		A preplanned single gathering, event or series of events, related in nature, and conducted for the purpose of entertainment, recreation, education, political, religious or cultural, or of any other similar nature, including but not limited to events such as concerts, dances, assemblages, processions, parades, circuses, fairs, festivals, community events, or mass participation sports (such as marathons and running events, fun run/walks, bicycle races, skijoring, sports tournaments, etc.) <u>that requires a complete or partial street closure, or is not wholly confined to private proeprty.</u>	Michele Bisconer				
	115.01(E)	Sponsor: An individual or organization that pays some or all of the costs associated with a special event.	Cindy Lien				
	115.02	No person shall sponsor or coordinate a <u>Special Event</u> within the City of Wallace without having first secured a Special Event Permit, unless otherwise exempt by the provisions of this chapter.	Dean Cooper				
		No person shall sponsor or coordinate a special event <u>within on the streets of the City of Wallace</u> without having first secured a Special Event Permit, unless otherwise exempt by the provisions of this chapter.	Cindy Lien				
	115.03						
	115.03(A)(2)	Spontaneous events for the purpose of expressive activity that occur in response to breaking or emerging news. IS THERE A WAY TO DETAIL THIS ELEMENT? SEEMS NEBULOUS. NOT SURE HOW TO POSE IT BUT DO UNDERSTAND IT.	Rick Shaffer				

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	115.04(A)(1)	Street closure signage should be posted no less than two (2) and no more than four (4) five (5) days prior to the start of the street closure. Such posting shall be visible to the motoring public throughout the perimeter of streets to be closed. <u>Signs should not be posted on private buildings without owner's approval.</u>	Dean Cooper				
		Street closure signage should be posted no less than two (2) four (4) and no more than four (4) days seven 7 prior to the start of the street closure. Such posting shall be visible to the motoring public throughout the perimeter of streets to be closed.	Cindy Lien				
	115.04(A)(2)	Street closure barriers that adequately prevent vehicular traffic from entering the area of the event shall be installed on all streets subject to closure. <u>Such barriers may be borrowed from the City if available.</u>	Dean Cooper				
		Street closure barriers that adequately prevent vehicular traffic from entering the area of the event shall be installed on all streets subject to closure. I would like to hear from SCSO re how to properly close a street withoug road signs.	Cindy Lien				
	115.04(A)(3)	Notification to residents and businesses within the event area of the event type, dates and duration, and parking restrictions in the area. Notice can be provided via email, flyers delivered to residents/businesses mailbox or physically posted on the property, and must be provided at least one (1) week prior to start date of event. NOTE SHOULD BE MADE IN THE APPLICATION OF HOW NOTICE WAS DELIVERED	Rick Shaffer				
		Trash receptacles should be placed near toilets, at each food vendor station, at the corners of intersecting streets encompassed within the event area, and at any entry or exit points of designated eating or drinking areas. CAN WE DESIGNATE A NUMBER PER ESTIMATED ATTENDANCE?	Rick Shaffer				

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	115.04(A)(4)	Trash receptacles should be placed near toilets, and at each food vendor station(s) at the corners of intersecting streets encompassed within the event area, and at any entry or exit points of designated eating or drinking areas.	Dean Cooper				
		Trash receptacles should be placed near toilets, at each food vendor station, at the corners of intersecting streets encompassed within the event area, and at any entry or exit points of designated eating or drinking areas.	Cindy Lien				
	115.04(A)(5)	Portable toilets to adequately serve the estimated number of participants and attendees of the event will be provided.	Elmer Matilla				
		Portable toilets to adequately serve the estimated number of participants and attendees of the event should be obtained. <u>No fewer than two (2) toilets will be provided for any event. There should be access to a handicapped toilet. Unless variance is granted by the City Council, the number of toilets considered adequate shall be as outlined in the table below.</u>	Dean Cooper				
		Portable toilets to adequately serve the estimated number of participants and attendees of the event should be obtained. Unless variance is granted by the City Council, the number of toilets considered adequate shall be as outlined in the table below. REMOVE TABLE	Cindy Lien				
		Portable toilets to adequately serve the estimated number of participants and attendees of the event should be obtained. Unless variance is granted by the City Council, the number of toilets considered adequate shall be as outlined in the table below. <u>1 for every 500 participants. At least one wheel chair accessible toilet should be must be available. DELETE TABLE</u>	Michele Bisconer				
	115.04(A)(6)	Adequate volunteers for setup, break-down, monitors at street closure barriers, parking lot (if applicable), safety, emptying of trash receptacles (including city trash receptacles inside event area), and cleaning/replenishment of toilets at regular intervals throughout the event.	Dean Cooper				

Section	Subsection	Suggested Comment	Commentor Name	Approve	Denied	Modified	Additional Notes
	115.04(A)(6)	Adequate volunteers/staff for setup, break-down, monitors at street closure barriers , parking lot (if applicable), safety, emptying of trash receptacles (including city trash receptacles inside event area), and cleaning/replenishment of toilets at regular intervals throughout the event.	Cindy Lien				
	115.04(A)(?)	(?) Neither the Shoshone County Fire District (SCFD) nor the City of Wallace will be obligated to provide onsite EMT services or first aid for events other than those solely sponsored by the City. However, it is strongly recommended that event organizers contact the SCFD to arrange EMT services for events with a high risk or probability of accidents, injury, or heat exposure. In addition, it is strongly recommended a manned first aid tent with first aid supplies, cold water, chairs, and shade be available for participants if SCFD is unable to be onsite throughout the event. (THIS IS A NEW SUBSECTION)	Michele Bisconer				
	115.04(A)(7)	Restore city streets/sidewalks within the street closure area to their <u>normal</u> condition they were prior to the event.	Dean Cooper				
	115.04(A)(8)	Remove all signage from street posts, bulletin boards, and other places of advertisement, within one (1) week <u>two (2) days</u> of event conclusion.	Dean Cooper				
		Remove all signage from street posts, bulletin boards, and other places of advertisement, within one (1) week <u>three (3) days</u> of event conclusion.	Rick Shaffer				

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	115.04(B)	Neither the Shoshone County Sheriff's Office (SCSO) nor the City of Wallace will be obligated to provide security for any special events other than those solely sponsored by the City. All special event organizers are responsible for providing and paying for their own security if the City Council and/or the SCSO determines security is necessary based on the risk level the event presents. Factors taken into consideration will be estimated attendance, type, and length of event and whether alcohol is served. If requested, the SCSO will endeavor to provide recommendations for the amount of appropriate security. SECURITY/RISK FACTOR IS BASED ON? HOW TO REMOVE THIS AS A POTENTIAL BIASED DECISION	Rick Shaffer				
	115.04(C)	<i>Sanitary and Refuse Disposal</i> – At the expense of the special event, portable toilets and extra trash containers may be required to adequately accommodate the number of special event attendees and participants. Failure to provide additional adequate toilets and trash containers may result in revocation of the permit for the special event, or failure to issue a permit for the same or a similar special event in the future. COUNCIL WOULD NOT KNOW AHEAD OF TIME IF INADEQUATE TOILETS/TRASH CONTAINERS WERE NOT PROVIDED	Rick Shaffer				
		At the expense of the special event, portable toilets and extra trash containers may be required to adequately accommodate the number of special event attendees and participants. Failure to provide additional adequate toilets and trash containers may result in revocation of the permit for the special event, or failure to issue a permit for the same or a similar special event in the future.	Cindy Lien				
		[Delete Entire Section]	Dean Cooper				

Section	Subsection	Suggested Comment	Commentor Name	Approve	Denied	Modified	Additional Notes
Section 2	115.04(D)	Parking – All special events shall designate an individual or individuals to monitor and help direct parking for any designated parking areas for the event. Failure to provide parking monitoring and directing may result in revocation of the permit for the special event, or failure to issue a permit for the same or a similar special event in the future. SAME AS IN UNDER C	Rick Shaffer				
		All special events shall designate an individual or individuals to monitor and help direct parking for any designated parking areas for the event (if applicable). Failure to provide parking monitoring and directing may result in revocation of the permit for the special event, or failure to issue a permit for the same or a similar special event in the future.	Cindy Lien				
		[Delete Entire Section]	Michele Bisconer				
	115.04(E)	The Shoshone County Sheriff's Office (SCSO) and the City of Wallace do not provide traffic control for any special events other than those solely sponsored by the City. All special events are responsible for providing and paying for their own traffic control if the City Council determines traffic control is necessary based on estimated attendance, nature and size of event, and length of event. (Exception Historic Parades - Statehood Parade, Christmas Parade, Elks Round Up Parade, Paw Parade)	Cindy Lien				
		Traffic Control: Neither the Shoshone County Sheriff's Office (SCSO) and nor the City of Wallace do not will be obligated to provide traffic control for any special events other than those solely sponsored by the City. All special event coordinators are responsible for <u>requesting traffic control through the SCSO. Should SCSO be unable to provide traffic control, the event coordinator must use volunteers or providing and paying pay</u> for their own traffic control. if the City Council determines traffic control is necessary based on estimated attendance, nature and size of event, and length of event.	Michele Bisconer				
			Special events which require the use of extraordinary resources shall <u>may</u> be required to pay for such services.	Dean Cooper			

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	115.04(F)	<p><i>Extraordinary Resources</i> – Special events which require the use of extraordinary resources shall be required to pay for such services. If after a Special Event Permit application is submitted, a determination by the City Council is made that extraordinary City resources are likely to be incurred for the event, an extraordinary resources deposit may be required as part of the approval process for the Special Event Permit. The amount of the deposit will be determined by the City Council, subject to evaluation of anticipated extraordinary resources that may be required. For costs exceeding the deposit amount, the full cost of recovery for extraordinary resources shall be required no later than sixty (60) days following notice of demand for payment provided to the special event coordinator. If the costs associated with extraordinary resources is determined to be less than the deposit amount, a refund of that amount in excess will be provided to the special event coordinator. PROCESS FOR INFORMING THE SPONSOR AFTER THE CITY COUNCIL DECISION THAT EXTRAORDINARY RESOURCES WILL BE EXPENDED, PRIOR TO THE NEXT CITY COUNCIL MEETING.</p>	Rick Shaffer				
		[Delete Entire Section]	Elmer Matilla				
		<p>Upon request of the coordinator, the City Council may, in extraordinary circumstances, waive any fee contemplated herein if the special event is likely to contribute significantly to the public good, the special event has insufficient financial resources to pay such fee, and the special event is unlikely to generate revenue sufficient to cover the costs associated with the special event, after considering reasonable efforts to obtain event sponsor(s) and/or assess registration fees or vendor fees to those participating in the special event.</p>	Dean Cooper				

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	115.05	A permit fee in an amount set by resolution of the City Council, together with any deposits for extraordinary resources, shall be paid prior to the issuance of any Special Event Permit. Upon request of the coordinator, the City Council may, in extraordinary circumstances, waive any fee contemplated herein if the special event is likely to contribute significantly to the public good, the special event has insufficient financial resources to pay such fee, and the special event is unlikely to generate revenue sufficient to cover the costs associated with the special event, after considering reasonable efforts to obtain event sponsor(s) and/or assess registration fees or vendor fees to those participating in the special event.(Would like to see exceptions for historic parades and historic events such as Huckleberry Festival, Under the Freeway Flea Market, Depot Days, Ski Jor, Stardust, Easter Egg Hunt, Wallace Music Festival) I may have forgotten one or two.	Cindy Lien				
		A permit fee in an amount <u>that may have been</u> set by resolution of the City Council, together with any deposits for extraordinary resources, shall be paid prior to the issuance of any Special Event Permit. Upon request of the coordinator, the City Council may, in extraordinary circumstances, waive any fee contemplated herein if the special event is likely to contribute significantly to the public good, the special event has insufficient financial resources to pay such fee, and the special event is unlikely to generate revenue sufficient to cover the costs associated with the special event, after considering reasonable efforts to obtain event sponsor(s) and/or assess registration fees or vendor fees to those participating in the special event.	Michele Bisconer				
	115.06(A)	[Add Website]	Dean Cooper				
		An application form for a Special Event Permit can be obtained at City Hall, or by contacting the City Clerk, <u>or by downloading the application from the city's website.</u>	Michele Bisconer				
		An application form for a Special Event Permit can be obtained at City Hall or by contacting the City Clerk.	Cindy Lien				

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	115.06(B)(1)	A detailed description of the nature of the event.	Dean Cooper				
	115.06(B)(2)	The name, mailing address, email, and phone number for the coordinator(s) of the event.	Dean Cooper				
	115.06(B)(3)	The name of every current sponsor(s) of the event. [Why do we care about this? Can it be stricken? Depot Day is sponsored by hundreds of people who by tickets.]	Dean Cooper				
		The name of every sponsor of the event. PRIMARY	Rick Shaffer				
		[Delete Entire Section]	Michele Bisconer				
		[Delete Entire Section]	Cindy Lien				
	115.06(B)(4)	A good faith estimate of the total number of attendees and/or participants that are likely to be attracted by the special event, which may be based on the past attendance of the same or similar events, the price of admission, the extent of advertising, or any other relevant factor.	Michele Bisconer				
	115.06(B)(5)	[Delete Entire Section]	Cindy Lien				
		[Delete Entire Section]	Dean Cooper				
		[Delete Entire Section]	Michele Bisconer				
	115.06(B)(6)	[Delete Entire Section]	Cindy Lien				
		[Delete Entire Section]	Dean Cooper				
	115.06(B)(7)	If the event will require outside security , a designation of the agency or entity responsible for providing security as outlined elsewhere in this chapter. WRITTEN DOCUMENTATION OF SECURITY ARRANGEMENT TO BE PROVIDED	Rick Shaffer				
	115.06(C)(3)	If alcohol will be served, copies of valid liquor and/or beer and wine permits from all necessary governmental entities, which may include the State of Idaho, Shoshone County, and the City of Wallace. MEANS OF ALCOHOL SERVICE/CONTROL SHOULD BE PROVIDED	Rick Shaffer				
		If alcohol will be served <u>in a "beer garden"</u> , copies of valid liquor and/or beer and wine permits from all necessary governmental entities, which may include the State of Idaho, Shoshone County, and the City of Wallace <u>must be displayed</u>	Michele Bisconer				

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	115.06(D)	Ask Dean if this is required. We currently leave it up to the organizers to ensure vendors have the proper permits.	Elmer Matilla				
		Application for a Special Event Permit may be made no sooner than one year, and no later than sixty (60) <u>thirty days (30)</u> with consideration <u>given to those under 30 days as needed</u> days, prior to the start date of the special event.	Cindy Lien				
	115.07	Within thirty (30) days of receipt of a completed Special Event Permit application, the City Council shall meet to determine whether the coordinator has met all of the requirements of this chapter, and whether it is in the best interest of the City, considering the health, safety, sanitation, and wellbeing of both event participants and the general public, to grant the Special Event Permit. The decision to approve, <u>table</u> , or deny a Special Event Permit shall be left to the sole discretion of the City Council.	Dean Cooper				
		Within thirty (30) days of receipt of a completed Special Event Permit application, the City Council shall meet to determine whether the coordinator has met all of the requirements of this chapter, and whether it is in the best interest of the City, considering the health, safety, sanitation, and wellbeing of both event participants and the general public, to grant the Special Event Permit. The decision to approve or deny a Special Event Permit shall be left to the <u>reasonable</u> sole discretion of the City Council.	Cindy Lien				
	115.07(A)	If the City Council believes it is appropriate to grant a Special Event Permit, the City may place any restrictions or contingencies it may deem appropriate on the coordinator, including but not limited to the requirement to remit a deposit for any reasonably foreseeable extraordinary resources. A REVIEW OF THE PERMIT APPLICATION BEING SUBMITTED TO THE CITY COUNCIL BY THE CITY CLERK OR A DESIGNATED COUNCIL MEMBER MIGHT SAVE TIME BY ADVISING SPONSOR OF MISSING ELEMENTS	Rick Shaffer				

