

1 **SPECIAL EVENTS TEXT AMENDMENT**
2 **Draft Text Changes to Title 7, Chapter 7.05 of the Beaverton City Code**
3 **Version 2**
4 **(Recommended changes for adoption by Beaverton staff)**
5

6 Proposed new text is shown in **red and highlighted in yellow**.
7 Text proposed for removal is shown ~~struck-through~~.
8

9 Chapter 7.05
10 **USE OF CITY PROPERTY AND PUBLIC RIGHT-OF-WAY FOR SPECIAL EVENTS**
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14 **7.05.005 Scope.**

15 No person shall occupy public right-of-way or City-owned property for a “special event”
16 as defined in this chapter without a current, valid City permit for the event [BC 7.05.005,
17 added by Ordinance No. 4588, 7/18/12]
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19 **7.05.010 Definitions.**

20 As used in this chapter, a “special event” is an assembly or gathering of persons for
21 entertainment, recreation, the display or sale of goods or services, or other common
22 purpose to be undertaken by a person other than the City that may involve use or
23 closure of public right-of-way or City-owned property, control over vehicle and
24 pedestrian access to the special event location, use of sound amplifying devices, use of
25 public personnel or resources for emergency response or any combination of those
26 elements. [BC 7.05.010, added by Ordinance No. 4588, 7/18/12]
27

28 **7.05.015 Time, Place and Manner Limitations on Special Events.**

29 A. A person may apply for the use of City property, public right-of-way or both, ~~for the~~
30 ~~private event for up to one time in any three-month period at the same location.~~ Any
31 such use shall be limited to ~~no more than three consecutive days in any seven-day~~
32 ~~period per event and limited to the hours of operation allowed in the City Development~~
33 Code for principally permitted uses within the zoning district at the location of the event,
34 or limited to the hours between 7:00 a.m. and 10:00 p.m., whichever is the greater
35 limitation.
36

37 **B. The City may restrict the date and duration of event proposals that are shown to**
38 **conflict with other permitted events. The City may also limit the duration of certain**
39 **events to ensure space availability for other events. Limits to event duration apply to**
40 **the following City properties:**
41

- 42 **1. North and South Plaza at the Round. During the period of May 15 through**
43 **September 15, one private event shall be limited to no more than four consecutive**
44 **days, and no more than 12 days total during that period. During the period of**
45 **September 16 through May 14, one private event shall be limited to no more than 7**
46 **consecutive days in any 30 day period.**

1 2. Public right-of-way. One private event shall be limited to no more than three
2 consecutive days in any 30 day period.

3 3. All other City property. One private event shall be limited to no more than three
4 consecutive days in any 30 day period.

5
6 B.C. In the case of any conflict between the provisions of this chapter and any other
7 local law, the more restrictive provision(s) shall control. [BC 7.05.015, added by
8 Ordinance No. 4588, 7/18/12]

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10 **7.05.020 Permit Application.**

11 A person who seeks to use public right-of-way or City property for a special event shall
12 formally apply for a permit for such use by submitting the following information:

- 13
14 A. The proposed time, place and hours for the special event;
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16 B. The area of public right-of-way or City property to be occupied for the applicant's
17 use;
18
19 C. The location of any streets or intersections where the applicant proposes to restrict
20 access by pedestrians, vehicles or both during the event while complying with the
21 requirements of the Americans with Disabilities Act;
22
23 D. Provisions for emergency response services for the event;
24
25 E. The proposed type and location of sound amplification and lighting, if any;
26
27 F. The proposed type and location of facilities for on-site food preparation and
28 consumption and for mobile food sales, if any;
29
30 G. Provisions for waste disposal and for toilet facilities;
31
32 H. Proof of liability insurance for the event in types and amounts that the City may
33 require;
34
35 I. The form of security that the applicant shall furnish to guarantee payment of the cost
36 to the City to clean and restore the site upon the applicant's failure to do so;
37
38 J. The dimensions, location and duration of any signage that the applicant proposes for
39 the event. [BC 7.05.020, added by Ordinance No. 4588, 7/18/12]

40
41 K. The form of agreement as administered by the Beaverton Police Department to pay
42 for police services as determined necessary.

43
44 L. For street closures, the City may require the event organizer to notify residents and
45 businesses in the surrounding area as to where and when the event is to occur.
46 When notice is required by the City, the event organizer shall inform residents and

1 businesses in writing at least twenty (20) days prior to the date of event and shall
2 provide the City with proof that notice has been issued.

3
4 **7.05.025 Approval Criteria.**

5 Special Event permits may be issued on evidence provided by the applicant that
6 demonstrates the following criteria are satisfied:

7 A. The permit application provides information about the event, consistent with direction
8 provided in 7.05.020.

9
10 B. The proposed special event will continue to provide access to affected right-of-way,
11 City property, adjacent property, public transit systems, or all.

12
13 C. The proposed special event will ensure access of emergency response services to
14 the event.

15
16 D. The proposed special event use will not create a significant adverse impact to the
17 public health, safety and welfare of the community.

18
19 E. The location is available for use and the event will not conflict with another permitted
20 event.

21
22 **7.05.030 Issuance of Permit – Fees – Fee Waiver.**

23 A. The City on receipt of an application for a special event permit shall review the
24 application for conformance to the requirements of this chapter and any other relevant
25 federal, State and local laws and may deny an application for which the information and
26 other material required is incomplete or not acceptable.

27
28 The City in its sole discretion may impose conditions on the permit to ensure
29 compliance with relevant law and ensure public access to the right-of-way or City
30 property or adjacent areas, to ensure the availability of emergency response services to
31 the event, to alleviate the nuisance effects of sound and light generated by the event,
32 and to generally protect the public health, safety and welfare.

33
34 The City may charge a fee for its review of the application and for issuance of a permit
35 for the event intended to recover the City's costs related to the application and the event
36 itself. Those costs may include but are not limited to the cost amount of staff time to
37 review the application and the costs of any City-provided traffic control, emergency
38 response, restrooms, waste disposal and so forth. The City also may charge the
39 applicant the reasonable rental value of the City property. **The City may charge fees
40 based on anticipated impacts of Special Events.**

41
42 ~~B. The Mayor upon request of an applicant may waive some or all of the permit fee on
43 finding that the applicant or event provider is a recipient of City social service funding, or
44 that the City or other local government is a sponsor of or participant in the event. The
45 Mayor's decision to deny a permit or a request for fee waiver may be appealed to the~~

1 City Council whose decision on the appeal shall be final. [BC 7.05.030, added by
2 Ordinance No. 4588, 7/18/12]

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4 **7.05.035 Special Event Signage**

5 All signs associated with special events are subject to approval by the city. Signs
6 located in public right-of-way for event purposes are subject to approval by the City
7 Police Department, the Public Works Director and City Traffic Engineer. The following
8 standards apply to signs for Special Events:

- 9
- 10 A. Signs in public right-of-way for the general purpose of traffic control and public
11 safety, shall be limited to the time, location and duration identified by Special Event
12 Permit.
 - 13 B. Signs on City property where the event is to be held, may be displayed for up to
14 fourteen (14) days before the event date and shall be removed within seven (7) days
15 after the event.
 - 16 C. Signs on City property shall be placed outside vision clearances area as required at
17 street intersections.
 - 18 D. Signs on City property shall be no more than six feet in height and no more than 32
19 square feet in size.
 - 20 E. Signs on City property shall not be internally illuminated.
 - 21 F. Signs on light poles shall be approved by the Public Works Director and shall not
22 exceed the area of seven square feet.

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