

ORDINANCE NO. O-13-10

AN ORDINANCE TO REPEAL AND REENACT WITH  
AMENDMENTS SECTION 15-8.1 OF CHAPTER 15 OF THE  
CITY CODE ENTITLED "SPECIAL EVENTS, PERMIT REQUIRED"

BE IT ORDAINED, by the Mayor and City Council of the City of Gaithersburg, in public meeting assembled, that Section 15-8.1 of Chapter 15 of the City Code, are hereby amended to read as follows:

**Sec. 15-8.1. Special events, permit required.**

*"Special events"* are defined as outdoor events or happenings organized, hosted or produced by any person, business, organization or corporation which will generate or invite ~~considerable~~ public participation and/or spectators ~~in excess of one thousand (1,000) persons~~ resulting in a significant impact on public streets, sidewalks, public lands, public facilities, adjacent private properties and/or require City support, for a particular and limited purpose and time, including, but not limited to, foot races, fundraisers, weddings, reunions, concerts, parties, parades, carnivals, cultural events, food fairs, shows, exhibitions, circuses, farmers markets, flea markets, auctions and fairs. ~~Special events permits apply to special event activities defined herein conducted on private properties but which will likely have an impact on public streets, sidewalks, public lands, public facilities or adjacent private properties.~~

It shall be unlawful for any person, group, business, organization or corporation to host, promote or conduct outdoor special event activities, as defined above, on private property within the city without first obtaining a special events permit from the city manager or designee. The city manager or designee, at the time of application, may impose specific conditions as necessary to ensure the health, safety and welfare of the public. Special events conducted on properties owned or operated by the Board of Education or Montgomery County Public Schools, conducted on the Fairgrounds property and associated with the annual Montgomery County Agricultural Fair, conducted on properties owned by a religious institution, or conducted upon a single residential propertyies are exempt from this section.

Applications for special events permits shall contain information on the following:

- (a) Estimated number of participants;
- (b) Proposed alcohol sales and applicable permit(s) issued by the Montgomery County Department of Liquor Control;
- (c) Food and beverage sales and all applicable permit(s) issued by the Montgomery County Department of Health;
- (d) Live entertainment, concert or amplified music design plan;
- (e) Waste removal schedule;
- (f) Vehicle and pedestrian entry and parking plan;
- (g) Use of live animals;
- (h) Use of shuttle buses or mass transportation;
- (i) Map of affected public roadways and intersections;
- (j) Use of private security or traffic control officers;
- (k) Emergency contact information for person(s) responsible for the event.

ADOPTED this 21<sup>st</sup> day of June, 2010 by the City Council of Gaithersburg, Maryland.

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SIDNEY A. KATZ, MAYOR and  
President of the Council

DELIVERED to the Mayor of the City of Gaithersburg, Maryland, this 21<sup>st</sup> day of June, 2010. APPROVED by the Mayor of the City of Gaithersburg, this 21<sup>st</sup> day of June, 2010.

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SIDNEY A. KATZ, MAYOR

THIS IS TO CERTIFY that the foregoing Ordinance as adopted by the City Council of Gaithersburg, in public meeting assembled, on the 21<sup>st</sup> day of June, 2010 and that the same was approved by the Mayor of the city of Gaithersburg on the 21<sup>st</sup> day of June, 2010. This ordinance will become effective July 12, 2010.

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Angel L. Jones, City Manager

<b>Boldface</b>	<i>Heading or defined term.</i>
<u>Underlining</u>	<i>Added to existing law by original bill.</i>
<del>Single strikethrough</del>	<i>Deleted from existing law by original bill.</i>
<u>Double underlining</u>	<i>Added by Amendment.</i>
<del>Double boldface strikethrough</del>	<i>Deleted from existing law or the bill by amendment.</i>