CITY OF LYNDEN

EXECUTIVE SUMMARY

Meeting Date:	August 23, 2023
Name of Agenda Item:	LMC Text Amendment re Special Events
Section of Agenda:	Discussion
Department:	Community Development Department

Attachments:

Table Comparison of Other Cities, Draft of revised code with changes redlined

Summary Statement:

The Community Development Committee considered the City's code on Special Events at their June meeting. Issues discussed included fees, type of events, closing streets, garbage collection, and insurance for events occurring on City property. Conclusions which came from the discussion:

- The committee discussed a threshold, such as 60 people, to trigger the requirement for a security plan when the application comes through.

- Arterial streets closed only for regional / community events (Farmers Day Parade) with approval of Council. Most collector /minor streets can be closed administratively for commercial events or block parties. However, administrative closures in the HBD are limited to 4th between Front and Grover. Other street closures in the HBD and all arterials must go to Council for approval.

- Insurance requirements will be added to code with current rates. These currently appear on the application but are not mentioned in code. The group concluded that the Cit's insurance carrier could likely recommend an amount.

- No damage deposits supported by the Committee.

- No fee currently collected or supported by the Committee.

- Violations related to special event permits to be added to our civil penalties.

- Keep animal prohibition except true support animals.

- One application should collect all events for a given year from a single entity but no roll-over from year to year is supported. Annual application for a permit is required.

- Keep dance permit.

Planning staff has reviewed this feedback and provided the attached edits to the existing code. A comparison table of other cities in WA is also included for reference.

Recommended Action:

Review and provide feedback for continued edits.