



CITY OF NORMAN, OK STAFF REPORT

MEETING DATE: 03/12/2024

REQUESTER: AshLynn Wilkerson, Assistant City Attorney

PRESENTER: Kathryn Walker, City Attorney

ITEM TITLE: CONSIDERATION OF APPROVAL, ACCEPTANCE, REJECTION, AMENDMENT, AND/OR POSTPONEMENT OF ORDINANCE O-2324-45 UPON SECOND AND FINAL READING: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF NORMAN, OKLAHOMA, AMENDING ARTICLE 20-XXX SPECIAL EVENTS OF THE CODE OF THE CITY OF NORMAN TO INCLUDE A FILM OR TELEVISION PRODUCTION EVENT AS A TYPE OF SPECIAL EVENT; ESTABLISH A FILM PERMIT AND ASSOCIATED FEE FOR THE FILM OR TELEVISION PRODUCTION SPECIAL EVENT; ALLOW COMPLETE STREET CLOSURES, FOR LIMITED DURATIONS, FOR FILM OR TELEVISION PRODUCTION EVENTS; MAKE CORRECTIONS TO GRAMMAR, SECTION REFERENCES, AND FORMATTING; AND PROVIDING FOR THE SEVERABILITY THEREOF.

BACKGROUND:

On February 2, 2023, Visit Norman delivered a presentation to the Business and Community Affairs Committee regarding the Oklahoma Film Friendly Community Program established by the Oklahoma Film + Music Office (OF+MO). This program allows for municipalities to be listed as a certified film friendly community with the OF+MO to help attract film and television productions to the area.

There are three requirements to receive the certification under this program: 1) designating a community liaison for the City, 2) submitting locations to the Oklahoma Locations Directory, and 3) establishing a film permit. Visit Norman has undertaken responsibility for the first two steps and needed the City's assistance with the third. This third step required City Staff to create an addendum to the existing special event permit for the required film permit as well as update the Special Events Ordinance (§20-300) to reflect the addition of the film permit.

On February 20, 2024, City Staff delivered a presentation regarding such changes to the Special Events Ordinance and permit at a City Council Study Session. The updates to the Special Events Ordinance are discussed below.

DISCUSSION:

Substantive Changes:

Sec. 20-3001 – Definitions

This section was modified to include a film or television production event in the definition of what constitutes a special event under the ordinance.

Sec. 20-3005 – Supporting Documents Required

This section was modified to establish the requirement of a film permit for film or television production special events. This permit will be an addendum to the existing special event permit and will have a fee associated with it, the fee reflected in Section 20-3004 as well as in Appendix A, the City of Norman Fee Schedule.

Sec. 20-3011 – Event Access Requirements

This section was modified to allow for an entire street closure, for a limited duration, for film or television production events to ensure ability to maintain closed sets and prevent the free flow of pedestrians in and out of production activities.

Appendix A – The City of Norman Fee Schedule

This section was modified to include the new film permit fees, the basis of the fee being the number of production days the film or television production event is to last. 0-3 production days at no charge, 4-15 production days at a \$25 fee, and 16 or more production days at a \$50 fee.

Grammar, Formatting, and Section Reference Changes:

Sec. 20-3002, Sec. 20-3003, Sec. 20-3004, Sec. 20-3005, Sec. 20-3006, Sec. 20-3007, Sec. 20-3008, Se. 20-3009, Sec. 20-3010, Sec. 20-3011, Sec. 20-3012, Sec. 20-3013, Sec. 20-3015, Sec. 20-3016, and Sec. 20-3017

These sections either contain: 1) grammar changes, such as the addition or removal of articles and commas, using gender neutral designations, and fixing capitalization issues; 2) formatting changes, such as the restructuring or renumbering of subsections for better clarity, removal of redundant language, and application of consistent numbering references throughout the ordinance (EX: ninety (90)); or 3) modifying internal section references to match the correct section of the NCC meant to be referenced.

RECOMMENDATION:

Staff forwards Ordinance O-2324-45 to Council for Consideration.