

**AN ORDINANCE OF THE CITY COUNCIL AMENDING THE MUNICIPAL CODE OF THE CITY OF REPUBLIC, MISSOURI BY AMENDING TITLE II “PUBLIC HEALTH, SAFETY AND WELFARE”, CHAPTER 212 “SPECIAL EVENTS”, SECTION 212.001 “PERMIT REQUIRED”, SECTION 212.003 “DEFINITIONS”, SECTION 212.005 “SUBMISSION OF SPECIAL EVENTS APPLICATION”, SECTION 212.007 “PLAN REVIEW MEETING NOTIFICATION TO APPLICANT”, AND SECTION 212.009 “TERMS AND CONDITIONS”**

**WHEREAS**, the City of Republic, Missouri, (“City” or “Republic”) is a municipal corporation and Charter City located in Greene County, Missouri, being duly created, organized, and existing under the laws of the State of Missouri; and

**WHEREAS**, the City has recognized the need to continually review and revise the City Municipal Code to ensure conformity with governing state and/or federal law, enhance clarity, and eliminate ambiguity in its language, as well as to meet the evolving demands and/or needs of the City’s citizens when such demands and/or needs are warranted and in accord with the City’s mission, vision and values, and in the best interests of the City and its citizenship body as a whole; and

**WHEREAS**, the City has identified a need to amend the existing City Municipal Code to create a departmental process for approving special event permits and eliminating the need for a Special Events Committee review and approval process.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF REPUBLIC, MISSOURI, AS FOLLOWS:**

**Section 1:** Title II “Public Health, Safety And Welfare”, Chapter 212 “Special Events” is hereby amended by amending Section 212.001 “Permit Required”, Section 212.003 “Definitions”, Section 212.005 “Submission Of Special Events Application”, Section 212.007 “Plan Review Meeting Notification To Applicant”, and Section 212.009 “Terms And Conditions”, to read as follows:

### **Chapter 212 Special Events**

#### **212.001 Permit Required**

Any special event held within the City of Republic shall require a special event permit and is subject to the terms and conditions of the approved plan. Obtaining a special event permit shall not relieve the applicant of the need to obtain all permits and authorizations necessary to comply with Federal, State and local rules and regulations including applicable zoning requirements. Failure to obtain required authorizations and permits may result in the denial of or suspension of the permit. **No special event permit is required for an event authorized by City Council or by a City department for which the City is a primary sponsor or a governmental event approved by City Council or regularly scheduled public school activities or public school events.**

#### **212.003 Definitions**

As used in this Chapter, the following terms shall have these prescribed meanings:

**MUNICIPAL SERVICES** Services typically provided by Police, Fire, EMS, public works, parks, or other City department related to public health and safety. **Any activity the function of which relates to health and**

**safety, to the protection of private or public property, or to the provision or maintenance of public or private utilities or their associated infrastructure. Any determination as to the qualification of an activity as a municipal service shall be at the discretion of the Administrator of the BUILDS Department or the designee.**

**SPECIAL EVENT** Any public or private event held within the ~~corporate limits of the~~ **Republic City Limits** whether on public or private property that is reasonably expected to have ~~an more than a minimal~~ impact on municipal services as determined by the ~~City Administrator of the BUILDS Department or their designee.~~ **and that is in the category of events such as Such events may include, but are not limited to:** concerts, carnivals, fairs, festivals, markets or similar events, parades, rallies, sporting events, or events **of a similar nature.** ~~that by their nature will have significant impact on municipal services. No special event permit is required for an event authorized by City Council or by a City department for which the City is a primary sponsor or a governmental event approved by City Council or regularly scheduled public school activities or school events.~~

~~**SPECIAL EVENT COMMITTEE** The committee shall be composed of a department representative from Police, fire, parks, community development, public works and the City Clerk office.~~

### **212.005 Submission Of Special Events Application**

1. An application for a special events permit must be filed with the **BUILDS Department** ~~City~~ at least thirty (30) days prior to the event. Late applications will be subjected to a late fee and may be denied due to inadequate time to prepare City services for the event.
2. The City is to notify the applicant within four (4) business days if it is determined that the proposed event does not require a special event permit.

### **212.007 Plan Review Meeting Notification To Applicant**

1. A planning meeting is to be held and the applicant may be required to submit information in addition to that contained in the application, including a site plan and a tentative schedule of events at least five (5) days prior to the planning meeting.
2. The Special Events ~~Committee~~ **BUILDS Department, with the assistance of other departments of interest,** shall adopt such ~~policies~~ **practices** as are deemed necessary to enforce this Chapter so as to assure that public health and safety needs are met and to ensure the best interests of the City are met. ~~The policy shall be placed on file with the City Clerk and shall be used in developing a written plan for the event.~~
3. The ~~Committee~~ **BUILDS Department** may determine at the planning meeting that a special event permit is not needed. If, however, a special event permit is required, a plan will be developed to determine municipal services needed before issuance of the event permit.
4. The plan for a special event shall address:
  1. Public health and safety needs including traffic flow, security, bathroom facilities, parking, street closure, emergency access, cleanup, trash service, display or structure integrity, safety inspections, City staff/event personnel communications.
  2. The establishment of reasonable days and hours of operation and a determination that the City can adequately manage City services for the event.
  3. The impact of and reasonableness of an event that is recurring throughout the year and any special needs or conditions due to the recurring nature of the event.
  4. Any other City authorizations or permits that must be obtained by the applicant(s) before the first (1st) day of the event.

- 5. Event permit fees including late submission fees and the amount of the security bond or letter of credit required pursuant to Section **212.015** herein.

**212.009 Terms And Conditions**

- 1. The City may deny a special event permit if it is determined that the activity will adversely impact neighboring businesses or residents, impose a safety hazard, create a noise disturbance that is not appropriate for the location, place the City in a position of contingent liability, or overextends the City's ability to provide services.
- 2. The City may initiate safety and/or compliance inspections by the Building or Fire Departments during the special event.
- 3. **It is the responsibility of the special event permit applicant(s) to ensure that all sponsors or participants engaging in sales or advertising at the subject special event possess valid business licensing with the City of Republic. Failure to do so will constitute non-compliance with the terms and conditions of the permit.**

EXPLANATION(S) - Matter in **bold underlined** text in the above is added language. Matter in ~~strikethrough~~ text in the above is deleted.

**Section 2:** All other Sections of the Municipal Code of the City of Republic, Missouri, not specifically referenced in this Ordinance shall remain unmodified and in full force and effect.

**Section 3:** All ordinances and parts of ordinances in conflict herewith are hereby repealed.

**Section 4:** The City Administrator or his/her designee, on behalf of the City, is authorized to take the necessary steps to execute this Ordinance.

**Section 5:** The WHEREAS clauses above are specifically incorporated herein by reference.

**Section 6:** The provisions of this Ordinance are severable, and if any provisions hereof are declared invalid, unconstitutional, or unenforceable, such determination shall not affect the validity of the remainder of this Ordinance.

**Section 7:** This Ordinance shall take effect and be in force from and after its passage as provided by law.

**PASSED AND APPROVED** at a regular meeting of the City Council of the City of Republic, Missouri, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**Attest:**

\_\_\_\_\_  
Matt Russell, Mayor

\_\_\_\_\_  
Laura Burbridge, City Clerk

**Approved as to Form:**

A handwritten signature in blue ink, appearing to read 'Megan McCullough', is written over a horizontal line.

Megan McCullough, City Attorney

**Final Passage and Vote:**