

1 **BY AUTHORITY**

2 ORDINANCE NO. _____

COUNCIL BILL NO. _____

3 SERIES OF 2015

COMMITTEE OF REFERENCE:

4 _____
5 **A BILL**

6 **for an ordinance amending Chapter 2 of the Revised Municipal Code of**
7 **the City and County of Denver by enacting Article XX to establish the**
8 **Office of Special Events.**
9

10 **BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY OF DENVER:**

11
12 Section 1. Article XX, Chapter 2 of the Revised Municipal Code, is hereby added
13 and shall be named the "Office of Special Events", by adding new sections 2-405 through
14 ___ - ___ to read as follows:

15 Sec. 2-405. – Created. There is hereby created an Office of Special Events in the
16 office of the mayor.

17 Sec2-406. – Purpose/Mission/Scope.

18 To serve the public in coordinating various application processes and multiple City
19 departments responsible for administering and enforcing applicable permits, ordinances
20 and rules and regulations necessary for conducting special events within the City and
21 County of Denver, including but not limited to, festivals, road races, film and other special
22 events on public property and to mitigate the impact on neighborhoods, businesses, public
23 safety and pedestrian and vehicular traffic caused by these events.

24 Sec. 2.407 – Executive director - Staff.

25 (a) The office of special events shall be under the direction of the executive
26 director of special events.

27 (b) The director of special events shall be in charge of hiring any additional staff
28 necessary to carry out the functions and duties of the office of special events.

29 Sec. 2-408 – Powers and duties.

30 The office of special events shall be charged with the duty of coordinating special

1 events within the city and shall, in conformity with this article XX do the following:

- 2 **(a)** Review applications for office of special event permits; and approve,
3 approve with conditions, or deny applications in compliance with this article XX
4 and with rules adopted hereunder. For purposes of this article XX, the term
5 “office of special events permit” shall mean a permit to hold a special event
6 issued by the office of special events indicating that all other city requirements
7 necessary have been met or obtained by the permittee.
- 8 **(b)** May require permittees to provide a certificate of insurance in accordance
9 with the special events rules and regulations showing coverage for general
10 liability, including the operations under the permit and showing the City and
11 County of Denver as additionally insured. Exemptions to the insurance
12 requirements may be granted by the Director, in consultation with Denver's Risk
13 Management Office, and any adopted policy of the office of special events.
- 14 **(c)** Adopt rules and regulations governing the administration and enforcement of
15 this article XX, including application requirements and provisions for
16 interdepartmental review and establishment of fees for the review and
17 administration required by this article XX.
- 18
- 19 **(d)** In carrying out its duties, the department will coordinate with other City
20 departments to: (1) set reasonable boundaries for the special event venue and
21 special event impact area; (2) impose reasonable conditions on the special
22 event based on public health, safety, and welfare; (3) issue permits or
23 authorizations for the special event; (4) require an office of special events
24 application for events occurring on city-owned property;
25 (6) deny or revoke an office of special events permit for reasons including but
26 not limited to the applicant’s failure to obtained necessary permits from other
27 departments of the City and County of Denver, or failure to comply with the rules
28 and regulations governing special events, or any other applicable ordinance, rule
29 or regulation of the City and County of Denver.(7) obtain permission from and
30 consult with public agencies that have ownership or jurisdiction over land within
31 a special event venue or district.

1 Sec 2-409. – Unlawful acts.

2 It shall be unlawful for any person to violate any rule or regulation adopted by the
3 director pursuant to section 2-408.

4 _____
5 Section 2. Section 39-88, “Film Permits” shall be stricken from Division 4, Article II,
6 Chapter 39 of the Revised Municipal Code and relocated and restated in Division 4 of
7 Article XX, Chapter 2 of the Revised Municipal Code, in its entirety to read as follows:

8 Sec. 2-410 – Film Permits.

9 The executive director or his/her designee shall have the authority to review
10 applications for a permit to allow filming operations under the following terms and
11 conditions on city-owned property:

12 (a) Upon receipt of an application for a film operation permit, the following
13 actions are taken:

14 (1) The executive director or designee shall notify and coordinate specific
15 details with affected city department(s) including, but not limited to,
16 the permitting division of the department of transportation and infrastructure
17 and parks and recreation, the Denver police department, and the Denver fire
18 department. For significant productions, the applicant shall provide notice to
19 council members, neighborhood organizations, and business improvement
20 districts within whose district the proposed filming will take place and;

21 (2) A certificate of insurance as required by the film and video rules and
22 regulations showing coverage for general liability, including the operations
23 under the permit and showing the City and County of Denver as additionally
24 insured. Exemptions to the insurance requirements may be granted by the
25 executive director or designee, in consultation with Denver's risk
26 management office, and any adopted policy of the office of special events.

27 (b) The applicant shall, pursuant to the film and video production rules and
28 regulations, provide notice of the proposed filming operations. The executive director or
29 designee may, in its sole discretion, waive this requirement entirely if an applicant has
30 sufficiently demonstrated that the filming operations will not unduly disturb the
31 neighborhood or affected businesses.

1 _____ 2018

2 ATTEST: _____ - CLERK AND RECORDER,
3 EX-OFFICIO CLERK OF THE
4 CITY AND COUNTY OF DENVER
5

6 NOTICE PUBLISHED IN THE DAILY JOURNAL _____ 2018;
7 _____ 2018
8

9 PREPARED BY: _____ DATE: _____
10

11 Pursuant to section 13-12, D.R.M.C., this proposed ordinance has been reviewed by the
12 office of the City Attorney. We find no irregularity as to form and have no legal objection to
13 the proposed ordinance. The proposed ordinance **is not** submitted to the City Council for
14 approval pursuant to § 3.2.6 of the Charter.
15

16 Kristin M. Bronson
17 City Attorney
18

19 BY: _____, _____ City Attorney
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21 DATE: _____
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24 _____
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