

1 **BY AUTHORITY**

2 ORDINANCE NO. \_\_\_\_\_

COUNCIL BILL NO. 21-0863

3 SERIES OF 2021

COMMITTEE OF REFERENCE:

4 **AMENDED 8-23-21**

Business, Arts, Workforce & Aviation Services

5 **A BILL**

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

9  
10 **BE IT ENACTED BY THE COUNCIL OF THE CITY AND COUNTY OF DENVER:**

11 **Section 1.** Article XX, Chapter 2 of the Revised Municipal Code, is hereby added and shall  
12 be named the "Office of Special Events", by adding new sections 2-405 through 2-410 to read as  
13 follows:

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

16 Sec. 2-406. – Purpose/Mission/Scope.

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

23 **Sec. 2- 407 – Special Event.**

24 **For purpose of this article XX, the term special event shall mean a temporary event held on**  
25 **public property, open to the public, involving permitting by, and coordination of, two or more**  
26 **city agencies, in addition to the office of special events.**

27 Sec. 2.407 2- 408 – Executive director - Staff.

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

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

32 Sec. 2-408 2- 409 – Powers and duties.

33 The office of special events shall be charged with the duty of coordinating special events  
34 within the city and shall, in conformity with this article XX do the following:

35 (a) Review applications for office of special event permits; and approve, approve with

1 conditions, or deny applications in compliance with this article XX and with rules adopted  
2 hereunder. For purposes of this article XX, the term “office of special events permit” shall  
3 mean a permit to hold a special event issued by the office of special events indicating that  
4 all other city requirements necessary have been met or obtained by the permittee.

5 (b) May require permittees to provide a certificate of insurance in accordance with the special  
6 events rules and regulations showing coverage for general liability, including the  
7 operations under the permit and showing the City and County of Denver as additionally  
8 insured. Exemptions to the insurance requirements may be granted by the Director, in  
9 consultation with Denver's Risk Management Office, and any adopted policy of the office  
10 of special events.

11 (c) Adopt rules and regulations governing the administration and enforcement of this article  
12 XX, including application requirements and provisions for interdepartmental review and  
13 establishment of fees for the review and administration required by this article XX.

14 (d) In carrying out its duties, the department will coordinate with other City departments to: (1)  
15 set reasonable boundaries for the special event venue and special event impact area; (2)  
16 impose reasonable conditions on the special event based on public health, safety, and  
17 welfare; (3) issue permits or authorizations for the special event; (4) require an office of  
18 special events application for events occurring on city-owned property **where two or more**  
19 **city departments are involved;**

20 (5) deny or revoke an office of special events permit for reasons including but not limited  
21 to the applicant's failure to ~~obtained~~ **obtain** necessary permits from **any** other  
22 ~~departments~~ **department** of the City and County of Denver, or failure to comply with  
23 the rules and regulations governing special events, or any other applicable ordinance, rule  
24 or regulation of the City and County of Denver; and (6) obtain permission from and consult  
25 with public agencies that have ownership or jurisdiction over land within a special event  
26 venue or district.

27 (e) Prepare and make publicly available a year end summary.

28 Sec. ~~2-409~~ **2-410**. – Unlawful acts.

29 It shall be unlawful for any person to violate any rule or regulation adopted by the director  
30 pursuant to section ~~2-408~~ **2-409**.

31 **Section 2.** Section 39-88, “Film Permits” shall be stricken from Division 4, Article II, Chapter  
32 39 of the Revised Municipal Code and relocated and restated in Division 4 of Article XX, Chapter 2  
33 of the Revised Municipal Code, in its entirety to read as follows:

1           Sec. 2-410 2-411– Film Permits.

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

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

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

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

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

23           (c) The executive director or designee shall establish film and video production rules and  
24 regulations. Compliance with film and video production rules and regulations by filming operations  
25 shall be mandatory. Immediately upon formal notification to the production company by the executive  
26 director or designee, the film permit may be revoked if there is a failure to comply with the film and  
27 video production rules and regulations and all operations allowed by the permit may be ordered to  
28 cease.

29           (d) The executive director or designee may add conditions to the permit, to protect the  
30 safety and comfort of the neighborhood in which the filming is taking place. If a filming permit is  
31 denied, an appeal shall be reviewed by the executive director or designee in accordance with the  
32 guidelines set forth under the film and video production rules and regulations.

33           (e) The executive director or designee may refuse to grant a film permit to any applicant

1 which has not obtained necessary permits from other departments of the City and County of Denver,  
2 or which has failed to comply with the film and video production rules and regulations.

3 (f) The executive director may, by rules and regulations, establish fees for the review and  
4 administration required by this article XX.

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6 COMMITTEE APPROVAL DATE: August 4, 2021

7 MAYOR-COUNCIL DATE: August 10, 2021 by Consent

8 PASSED BY THE COUNCIL \_\_\_\_\_

9 \_\_\_\_\_ - PRESIDENT

10 APPROVED: \_\_\_\_\_ - MAYOR \_\_\_\_\_

11 ATTEST: \_\_\_\_\_ - CLERK AND RECORDER,  
12 EX-OFFICIO CLERK OF THE  
13 CITY AND COUNTY OF DENVER

14 NOTICE PUBLISHED IN THE DAILY JOURNAL \_\_\_\_\_ ; \_\_\_\_\_

15 PREPARED BY: Nathan J. Lucero, Assistant City Attorney DATE: August 12, 2021

16 Pursuant to section 13-9, D.R.M.C., this proposed ordinance has been reviewed by the office of the  
17 City Attorney. We find no irregularity as to form and have no legal objection to the proposed  
18 ordinance. The proposed ordinance **is not** submitted to the City Council for approval pursuant to  
19 § 3.2.6 of the Charter.

20  
21 Kristin M. Bronson, Denver City Attorney

22  
23 BY: \_\_\_\_\_, Assistant City Attorney DATE: \_\_\_\_\_