

BY AUTHORITY

ORDINANCE NO. _____
SERIES OF 2021

COUNCIL BILL NO. 21-0863
COMMITTEE OF REFERENCE:
Business, Arts, Workforce & Aviation Services

A BILL

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

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

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

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

Sec. 2-406. – Purpose/Mission/Scope.
To serve the public in coordinating various application processes and multiple City departments responsible for administering and enforcing applicable permits, ordinances and rules and regulations necessary for conducting special events within the City and County of Denver, including but not limited to, festivals, road races, film and other special events on public property and to mitigate the impact on neighborhoods, businesses, public safety and pedestrian and vehicular traffic caused by these events.

Sec. 2.407 – Executive director - Staff.
(a) The office of special events shall be under the direction of the executive director of special events.
(b) The director of special events shall be in charge of hiring any additional staff necessary to carry out the functions and duties of the office of special events.

Sec. 2-408 – Powers and duties.
The office of special events shall be charged with the duty of coordinating special events within the city and shall, in conformity with this article XX do the following:

(a) Review applications for office of special event permits; and approve, approve with conditions, or deny applications in compliance with this article XX and with rules adopted hereunder. For purposes of this article XX, the term “office of special events permit” shall mean a permit to hold a special event issued by the office of special events indicating that all other city requirements necessary have been met or obtained by the permittee.
(b) May require permittees to provide a certificate of insurance in accordance with the

1 special events rules and regulations showing coverage for general liability, including the
2 operations under the permit and showing the City and County of Denver as additionally
3 insured. Exemptions to the insurance requirements may be granted by the Director, in
4 consultation with Denver's Risk Management Office, and any adopted policy of the office of
5 special events.

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

9 (d) In carrying out its duties, the department will coordinate with other City departments to:
10 (1) set reasonable boundaries for the special event venue and special event impact area;
11 (2) impose reasonable conditions on the special event based on public health, safety, and
12 welfare; (3) issue permits or authorizations for the special event; (4) require an office of
13 special events application for events occurring on city-owned property;
14 (5) deny or revoke an office of special events permit for reasons including but not limited to
15 the applicant's failure to obtained necessary permits from other departments of the City and
16 County of Denver, or failure to comply with the rules and regulations governing special
17 events, or any other applicable ordinance, rule or regulation of the City and County of
18 Denver; and (6) obtain permission from and consult with public agencies that have
19 ownership or jurisdiction over land within a special event venue or district.

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

21 Sec. 2-409. – Unlawful acts.

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

24 **Section 2.** Section 39-88, "Film Permits" shall be stricken from Division 4, Article II, Chapter
25 39 of the Revised Municipal Code and relocated and restated in Division 4 of Article XX, Chapter 2 of
26 the Revised Municipal Code, in its entirety to read as follows:

27 Sec. 2-410 – Film Permits.

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

30 (a) Upon receipt of an application for a film operation permit, the following actions are taken:
31 (1) The executive director or designee shall notify and coordinate specific details with
32 affected city department(s) including, but not limited to, the permitting division of the
33 department of transportation and infrastructure and parks and recreation, the Denver

1 police department, and the Denver fire department. For significant productions, the
2 applicant shall provide notice to council members, neighborhood organizations, and
3 business improvement districts within whose district the proposed filming will take place
4 and;

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

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

15 (c) The executive director or designee shall establish film and video production rules and
16 regulations. Compliance with film and video production rules and regulations by filming operations
17 shall be mandatory. Immediately upon formal notification to the production company by the executive
18 director or designee, the film permit may be revoked if there is a failure to comply with the film and
19 video production rules and regulations and all operations allowed by the permit may be ordered to
20 cease.

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

25 (e) The executive director or designee may refuse to grant a film permit to any applicant
26 which has not obtained necessary permits from other departments of the City and County of Denver,
27 or which has failed to comply with the film and video production rules and regulations.

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

1 COMMITTEE APPROVAL DATE: August 4, 2021
2 MAYOR-COUNCIL DATE: August 10, 2021 by Consent
3 PASSED BY THE COUNCIL _____
4 _____ - PRESIDENT
5 APPROVED: _____ - MAYOR _____
6 ATTEST: _____ - CLERK AND RECORDER,
7 EX-OFFICIO CLERK OF THE
8 CITY AND COUNTY OF DENVER
9 NOTICE PUBLISHED IN THE DAILY JOURNAL _____ ; _____
10 PREPARED BY: Nathan J. Lucero, Assistant City Attorney DATE: August 12, 2021
11 Pursuant to section 13-9, D.R.M.C., this proposed ordinance has been reviewed by the office of the
12 City Attorney. We find no irregularity as to form and have no legal objection to the proposed
13 ordinance. The proposed ordinance **is not** submitted to the City Council for approval pursuant to
14 § 3.2.6 of the Charter.
15
16 Kristin M. Bronson, Denver City Attorney
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18 BY: *Jonathan Griffin* _____, Assistant City Attorney DATE: Aug 12, 2021