ORDINANCE NO. 17704

AN ORDINANCE introduced by Mayor Felker, relating to special event permits, amending Topeka City Code § 130-1, Special Event Permits and specifically repealing said original section.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TOPEKA, KANSAS:

Section 1. Topeka City Code § 130-1, Special Event Permits, is hereby amended to read as follows.

Special event permits.

(a) Definitions. As used in this section:

Special event means an organized celebration, commemoration, occasion or activity, including block parties, that occurs on public property that is held on one (1) or more block areas and that does not exceed four five (5) days in length, and involves the participation of ten or more business, social, private, professional, philanthropic, charitable or religious entities.

Special event permit means a permit issued to an organizer or sponsor of a special the event. Such permit can be substituted for any peddler's or solicitor's license that may be required of a participant in the special event. Depending on the scope of the event, additional permits may be required by City Code.

(b) Application. Applications for a special event permit shall be made to the city clerk Transportation Operations Superintendent. Applicants shall provide:

(1) Name of special event.

(2) Date of special event.
(3) Organizer or sponsor of special event.
(4) Address of organizer or sponsor.
(5) Local address of organizer or sponsor, if different from subsection (4) of this subsection.
(6) Participants' names, addresses, commodities or services offered.
(7) Such other information as deemed necessary.
(8) Certificate of insurance, if required.
(9) Procurement of all traffic control equipment as required by the City Traffic Engineer.
(10) Comply with rules imposed by the City Traffic Engineer.

Any amendments or changes to the application must be made in writing prior to the special event. The applicant shall, as continuing responsibility, monitor and update the list of participants. Failure to submit and maintain an accurate application, list of participants, and other required information shall void the permit. The City of Topeka reserves the unilateral right to deny or revoke any special event permit.

(e) Fee. The permit fee shall be $200 per special event.
(d) The sponsor of the special event or block party will be responsible for:
(d) Waiver or reduction of fee. An organizer or sponsor of a special event may request a waiver or reduction of the special event permit fee. The request must be filed with the city clerk for presentation to the chief administrative officer for a determination at least thirty (30) days prior to the special event. Such a request does not waive the application requirement. If the chief administrative officer denies the application for a waiver or a
reduction, then the applicant may appeal the chief administrative officer's decision to the city council.

Section 2. Original City of Topeka Code § 130-1 is hereby specifically repealed.

Section 3. This Ordinance shall take effect and be in force from and after its passage, approval and publication in the official city newspaper.

PASSED and APPROVED by the City Council July 24, 2001

[Signature]

Harry Felker, Mayor

ATTEST:

[Signature]

Iris E. Walker, City Clerk

APPROVED AS TO FORM AND LEGALITY

DATE ____________ BY ____________

TO BE CODIFIED X

NOT TO BE CODIFIED

RORD/SPECIALEVENTPERMITS 07/18/01