

## CHAPTER 99: PARADES

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**§ 99.01 PURPOSE.**

The provisions of this chapter are designed to regulate the time, place, and manner in which a parade is conducted, in order to protect the safety and welfare of participants and non-participants, and to minimize interference with the customary flow of pedestrian and vehicular traffic on the streets, sidewalks, and other public places. In particular, parades shall be limited to times and places which can be provided the necessary level of police protection to allow the parade to occur safely.

**§ 99.02 DEFINITIONS.**

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

***PARADE.*** Any parade, fun run, bike-a-thon, walk-a-thon, march, ceremony, pageant, procession, or similar activity in or upon the portion of a street reserved for vehicular travel in the city. A parade does not include funeral processions or a governmental agency acting within the scope of its functions.

**§ 99.03 PERMIT REQUIRED.**

No parade shall be allowed within the city limits without receiving a parade permit from the city. Issuance of the parade permit shall be conditioned upon compliance with the regulations set forth in this chapter. A permit application must be filed with the city clerk or his or her designee on a form provided by the city not less than 20 days or more than 60 days before the date of the proposed parade event.

**§ 99.04 PERMIT APPLICATION CONTENTS.**

The application for a parade shall set forth the following information:

- (A) The name, address, and telephone number of the person seeking to conduct the parade. If the parade is proposed to be conducted by, for, or on behalf of an organization, the name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization;
- (B) The date the parade is to be conducted;
- (C) The starting point, route to be traveled, and termination point of the parade;
- (D) The approximate number of persons, animals, and vehicles which will constitute such parade, and the type and description of the animals and vehicles;
- (E) The hours when such parade will start and terminate;

(F) A statement as to whether the parade will occupy all or only a portion of the width of the streets proposed to be traveled;

(G) The location and description of any assembly areas for such a parade, and the time at which units of the parade will begin to assemble at any such assembly area;

(H) The interval of space to be maintained between units of such parade;

(I) Payment of the permit fee as set forth in the city's fee schedule; and

(J) Any additional information which the city clerk or his or her designee finds reasonably necessary to a fair determination as to whether a permit should be issued.

#### **§ 99.05 LATE APPLICATIONS.**

The city clerk or his or her designee, where good cause is shown, shall have authority to consider any application which is filed not less than 10 days before the date such parade is proposed to be conducted.

#### **§ 99.06 STANDARDS FOR ISSUANCE.**

The city clerk or his or her designee shall issue a permit when, from a consideration of the application and other available information, he or she finds as follows:

(A) The conduct of the parade will not substantially interrupt the safe and orderly movement of other traffic within the city contiguous to the parade route;

(B) The conduct of the parade will not require the diversion of so great a number of police officers as to prevent normal police protection to the city;

(C) The concentration of persons, animals, and vehicles at the assembly point of the parade will not unduly interfere with proper fire and police protection to areas contiguous to such assembly areas;

(D) The conduct of the parade is not reasonably likely to cause injury to persons or property nor provoke disorderly conduct;

(E) The parade is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route; and

(F) The parade is not to be held for the sole purpose of advertising any product and it is not designed to be held purely for private profit.

#### **§ 99.07 NOTICE OF REJECTION, APPEAL, REVOCATION.**

(A) *Notice of Rejection.* The city clerk or his or her designee shall act upon the

application after the filing thereof. If the city clerk or his or her designee disapproves of the application, he or she shall immediately provide to the applicant a written notice of his or her actions stating the reasons for the denial of the permit.

(B) *Revocation.* The city clerk or his or her designee shall have the authority to revoke a parade permit issued hereunder, on notice, of violation of the standards for issuance as herein set forth.

(C) *Appeal Procedure.* Any person aggrieved by a denial or revocation of a permit shall have the right to appeal to the city council at its next scheduled meeting following such denial or revocation. Written notice of such appeal shall be given to the city clerk before such next scheduled council meeting.

#### **§ 99.08 EQUIPMENT.**

(A) A parade applicant or sponsor must obtain and use barricades, fluorescent safety vests, and other safety equipment, as determined by the Chief of Police as reasonably necessary, to protect the participants, non-participants, and traffic along the route.

(B) The Chief of Police may cancel the parade or race if the applicant or sponsor fails to substantially comply with the requirement of providing safety equipment.

#### **§ 99.09 CONDUCT.**

(A) The parade shall be coordinated with the Chief of Police. The parade must obey all lawful orders of the Police Department.

(B) The sponsor of the parade agrees to clean up any and all debris and damage which may be done. In the event such cleanup is not undertaken promptly, the city reserves the right to do the cleaning itself and to charge the sponsor for the actual time and expense incurred in the cleaning. This charge shall be a private debt against the sponsor.

(C) The city clerk or his or her designee may require insurance, an indemnification contract, and a bond in such instances where deemed necessary to protect the public interest.

(D) The city clerk or his or her designee shall have the authority to promulgate rules and regulations under this section, and rules and regulations shall be maintained on file with the city clerk.

#### **§ 99.10 SAFETY.**

The following conduct associated with a parade is prohibited because it poses a significant threat to the public health, safety, and welfare:

(A) Operation of a motor vehicle by an unlicensed driver;

- (B) Consumption of an alcoholic beverage while participating in a parade, whether as a driver, rider on a unit, member of a unit, or otherwise;
- (C) Operation of a motor vehicle in a careless or reckless manner;
- (D) Discharge of fireworks, firearms, or other weapons; and
- (E) Other acts which have the potential to cause injury to persons or property.

**§ 99.12 PENALTY.**

Violation of any provision of this chapter shall be a misdemeanor and punished as provided in § 10.99.

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