



## Staff Report

**TO:** City Council  
**FROM:** Carole Kendrick, Interim Community Development Director  
**DATE:** July 16, 2024  
**SUBJECT:** Public Hearing and Consideration of Proposed Amendments to the Beaumont Municipal Code Chapter 9.03 "Regulation of Special Events", "Definitions" Section 9.03.020.I

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**Description** Recommended amendments to the Beaumont Municipal Code Section 9.03.020.I.1 and 9.03.020.I.2 related to definitions for major and minor special events to be consistent with the current fee schedule.

### **Background and Analysis:**

The Beaumont Municipal Code establishes "Regulation of Special Events" under Chapter 9.03 that includes 25 separate sections. The intent and purpose of Chapter 9.03.10 "is to provide a regulatory framework for permitting special events. The use of City streets or other City-owned or controlled property and private property by large groups causes wear and tear on the turf, park equipment and facilities".

"Further, it requires City staff time to provide coordination. Such uses also subject neighboring residents to excessive noise and traffic, particularly when the property or facility is small, or the use is intense. As such, the purpose of this Chapter is to ensure that special events are conducted so as not to violate any other Chapter or regulation of the City or cause any detrimental effects to surrounding properties and the community. The provisions set forth in this Chapter shall establish criteria for characterizing events as "special events" and standards and conditions for approving and permitting such special events."

Section 9.03.020 was amended as recently as May 15, 2012, by Ordinance No. 1019 (see Attachment D), which expanded on the description of a special event, provided a limitation of one special event for a particular event site or person every three (3) months, and potential waivers of insurance.

Staff is requesting an amendment to Section 9.03.020 "Definitions" specifically Section 9.03.020.I.1 "Major Special Events" and 9.03.020.I.2 "Minor Special Events" to match

the qualifying number of persons to be consistent with current adopted fee schedule that was approved by the City Council on April 21, 2023, and took effect on July 1, 2023 (see Attachment C).

A significant change in the fee schedule established a fee for special event applications that previously had no fee associated with their processing. During the fee study process, staff worked with the consultant and determined that minor special events on average cost \$1,290 to process. Minor events are described in the fee study as an event with up to 500 people or has an impact on the public right-of-way. The City Council reduced the fee to \$500 during the public hearing process.

Major special events are described in the fee study as an event of more than 500 people or involving a closure in the public right-of-way or public park. However, major special events are broken down into several categories:

- Major Special Event with a flat fee of \$1,985
- Carnival/Circus/Menagerie with a flat fee of \$1,985 plus \$455
- Major Special Events with over 1,000 people requiring a \$5,000 deposit

After the adoption of the fee schedule, and the newly created special event fees, staff was made aware of the discrepancy between the fee schedule and the Municipal Code. Staff is requesting to modify the description of major and minor special events to reflect the current fee schedule, as reflected below and shown in Attachment B.

1. "Major special events" shall mean those events that impact multiple departments within the City and (a) have participation by ~~500~~ 1,000 or more persons, or (b) will result in the closure of a City roadway, street, right-of-way, or highway, or more than 50 percent of a City park (i.e., carnivals, parades, festivals, car races, marathon events, street fairs).

2. "Minor special events" shall mean those events that impact multiple City departments and (a) have participation by less than ~~500~~ 1,000 persons, or (b) will have an impact on City rights-of-way (i.e., 5K/10K races, bicycle rides, boxing matches, block parties, grand openings).

### **Fiscal Impact:**

The cost to prepare this staff is approximately \$500.

**Recommended Action:**

Open the public hearing, take testimony; and

Waive the full reading and approve by title only, “An Ordinance of the City Council of the City of Beaumont Amending Beaumont Municipal Code Chapter 9.03 “Regulation of Special Events”, Chapter 9.03.020.I “Definitions”.

**Attachments:**

- A. Ordinance Amendment
- B. Proposed Special Event Definitions Ordinance with Redlines
- C. Adopted Fee Schedule – Planning Section
- D. Ordinance No. 1019
- E. Proof of Publication

**Incorporated herein by Reference:**

City of Beaumont General Plan

City of Beaumont Zoning Ordinance

2023 Fee Study Update and adopted fee schedule

Contents of City of Beaumont Planning Department Project File PLAN2024-0064