

**9.03.020 - Definitions.**

The following words, terms and phrases when used in this Chapter shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

A. "*Administrative authority*" means the City Manager of the City of Beaumont or his or her designee.

B. "*Air-medical operations permit*" means a permit issued by the Fire Chief or his or her designee, allowing the landing and takeoff of EMS air rescue or air ambulance helicopters for the purposes of special event stand-by services.

C. "*City Manager*" means the City Manager of the City of Beaumont or his or her designee.

D. "*Departmental service charges*" means the actual costs which a department of the City incurs in connection with activities for which a permit is required under this Chapter, including, but not limited to, the costs of administration or coordination services, support personnel, equipment, materials and supplies.

E. "*Free speech rights*" means expressive activity protected by the First Amendment of the United States Constitution or Article 1, Section 2 of the California Constitution, provided that such activity is the principal purpose of the event.

F. "*Indigent natural person*" means a person eligible for county relief and support as an indigent person under Section 17000 of the California Welfare and Institutions Code.

G. "*Medical operations permit*" means a permit issued pursuant to Health and Safety Code section 1797.201, which gives the City the right to require and evaluate, modify, approve or reject the "medical operations plan" of any applicant wishing to conduct a special event within the City.

H. "*Parade*" means a parade, procession, march, pageant, review, ceremony or exhibition which is conducted in, on, upon or along any portion of any public street, sidewalk or other property owned or controlled by the City, so as to impede, obstruct, impair or interfere with the free use of such public street, sidewalk or other public property of the City; except, however, the provisions of this Chapter shall not apply to funeral processions.

I. "*Special event*" means any temporary event, as further described herein, not exceeding thirty days whether indoors or outdoors, or on improved or unimproved public or private property, which is inconsistent with the permanent use to which the property may legally be put, or the occupancy levels permitted thereon. "Special event" shall also refer to any activity that may result in the closure of any public streets, or any activities which may temporarily

require the installation of materials or devices using building, electrical, mechanical, plumbing, flammable or similar materials. "Special events" may include, but are not limited to, short-term events such as any show, circus, concert, festival, carnival, dance open to the public, exhibition, lecture, auction, rave, boxing match, wrestling match, walk-a-thon, marathon run, cycling event, sporting event, permitted film production event, farmers' market, pumpkin patch, outdoor sales, including, but not limited to, vehicle sales, or any combination thereof which members of the public are invited for free or admitted for a fee. All "special events" shall be classified under one of the following categories:

1. **Tier 1 – Micro Special Events (Less than 500 attendees):** Small, intimate events with little to no City oversight, such as neighborhood block parties, weddings, or small religious ceremonies.
2. **Tier 2 – Minor Special Events (500–999 attendees):** Community fairs, school carnivals, or 5K runs that may require limited City coordination.
3. **Tier 3 – Intermediate Special Events (1,000–2,499 attendees):** Medium-sized concerts, festivals, or athletic tournaments requiring moderate City resources and interdepartmental coordination.
4. **Tier 4 – Major Special Events (2,500+ attendees):** Parades, citywide celebrations, and multi-day festivals requiring extensive City resources and oversight.

J. "*Working day*" means a weekday (e.g., Monday through Thursday) in which City Hall is open and conducts business. Fridays, Saturdays, Sundays and holidays are not working days within the meaning of this Chapter.

#### **9.03.040 Permit required.**

No person or organization shall conduct, operate, maintain, organize, advertise, or sell or furnish tickets for a special event or permit its premises to be used for any special event without first obtaining a special event permit as provided for by this Chapter. Special event permits for events which fall into the "major," "intermediate," "minor" and "micro" special events categories shall be approved by the administrative authority and issued prior to the commencement of the special event. No permit issued under the provisions of this Chapter shall be transferable or movable to another location or another applicant.

#### **9.03.050 Permit application—Filing and fee.**

- A. Applications for permits to conduct special events shall be completed in writing on a form provided by the City and shall be filed with the administrative authority within the time frames listed below:
  1. **Tier 1 – Micro Special Events (Less than 500 attendees):** Small, intimate events with little to no City oversight, such as neighborhood block parties, weddings, or small

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religious ceremonies. An application shall be filed not less than seven (7) working days prior to the first day of the event.

2. **Tier 2 – Minor Special Events (500–999 attendees):** Community fairs, school carnivals, or 5K runs that may require limited City coordination. An application shall be filed not less than thirty (30) working days prior to the first day of the event.
3. **Tier 3 – Intermediate Special Events (1,000–2,499 attendees):** Medium-sized concerts, festivals, or athletic tournaments requiring moderate City resources and interdepartmental coordination. An Application shall be filed not less than sixty (60) working days prior to the first day of the event.
4. **Tier 4 – Major Special Events (2,500+ attendees):** Parades, citywide celebrations, and multi-day festivals requiring extensive City resources and oversight. An application shall be filed not less than sixty (60) working days prior to the first day of the event.

A Pre-Application process will be used to determine the tier placement of each special event. The applicant(s) will be required to provide information related to the proposed special event including, but not limited to, the specific characteristics of and the operational plan for the special event. The City will use this information to determine what additional oversight and city services, if any, are needed for the special event. Additional oversight and city services may be required due to:

- Requirement of an ABC permit (alcohol sales).
- Road closures or rerouting of traffic.
- Construction or installation of infrastructure (e.g., stages, Ferris wheels, or grandstands).
- Paid or ticketed events with temporary facilities.
- Outdoor food preparation using grills or kitchens.
- Use of a property outside its intended use (e.g., residential yard parties or parking lot events).
- Noise control.

The assigned attendance tier classification of a special event shall not limit the City's ability to require additional oversight and payment for city services required for the special event to ensure compliance with applicable code requirements, regulations, or safety provisions. All special events shall comply with the applicable City requirements based on the specific characteristics, operations, and conditions of the event, irrespective of the designated attendance tier. The Community Development Director or their designee has the right to place a special event into a higher special event tier category if the special event requires additional city resources.

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- B. Except as otherwise provided by this Code or other applicable law, rule or regulation, or by the terms of a permit, license, lease or contract which has been specifically authorized by the City Council, the permit application fee for use of City streets or other City-owned or controlled property and private property pursuant to this Chapter shall be established by the City Council by resolution and is non-refundable. The applicant shall obtain all required permits and pay all fees required under this Chapter and any other permits and fees required under this Code. Any applicant who pays an application fee under this Chapter for a City-sponsored special event shall be exempt from paying a business application fee under Chapter 5.04 of this Code.
  - C. Any 501(c)(3) nonprofit organization may claim an exemption from the established fee schedule by filing proof of such status and explaining why such an exemption is appropriate. Such an exemption shall only be granted when the administrative authority determines that there is an alternate source of funding available to cover the cost of the City inspection necessitated by the event.
  - D. Any indigent, natural person who cannot apply for a permit because of an inability arising from such indigence to pay this application fee shall not be required to pay the fee. Application for indigent status shall be made at the time the permit application and shall be accompanied by such relevant information and documentation as may, in the opinion of the administrative authority, be reasonably necessary to verify such status.
  - E. If an application is filed after the time prescribed in this Chapter, the administrative authority shall immediately investigate to determine if he or she has sufficient time to process the application, what the effects of the proposed special event on traffic and other conditions may be, and whether police services may be available for such special event. The applicant shall have the opportunity to demonstrate that the circumstances giving rise to the proposed special event did not reasonably allow the applicant to file for a permit within the time prescribed and that imposition of the time limitation would unreasonably restrict the right of free speech or assembly. If such demonstration is made, and the administrative authority makes none of the findings set forth in Section 9.03.070 of this Chapter, he or she shall issue a permit despite the lack of advanced notice.