

Special Events Program



Item 23

August 23, 2022

REF150053/REF150054

Recommendation

- a. Receive a presentation from the Housing and Community Development Department on its existing Special Events Program; and
- b. Discuss and provide direction regarding possible revisions to the Special Events Program, instituting a fee for special event applications, and the appropriateness of an unruly gathering ordinance; and
- c. Provide further direction to staff as appropriate.

Background

- ▶ December 13, 2016 - Board of Supervisors Discussion and Direction
 - ▶ Decided to not adopt a resolution establishing interpretive guidelines and maintain the existing practices while promoting public participation using the special event task force meetings.

Existing Special Event Program

- ▶ Special events are those events that occur infrequently, occasionally or from time-to-time.
- ▶ Special events are typically held at golf courses, resorts, hotels, wineries, other non-residential properties or within the public right-of-way.
- ▶ Current practice is to grant special events ministerially through the issuance of relevant permits.

Existing Special Event Program, Continued

- ▶ The event organizer will initiate the special event authorization process by filing the Special Event Information Questionnaire.
- ▶ HCD staff creates a file number and routes Special Event Information Questionnaire to the reviewing agencies (Fire, Sheriff, California Highway Patrol, Environmental Health Bureau, HCD-Engineering and HCD-Planning).
- ▶ HCD workgroup meeting is held on the third Thursday of each month to discuss the events and to prepare the draft agenda for the Special Event Task Force.
- ▶ Special Event Task Force held on the fourth Thursday of every Month.
- ▶ Special Events Task Force meetings are to form a partnership between event planners and regulatory agency staff to provide support addressing life, health and safety issues.
- ▶ Once all of the comments and concerns have been addressed the associated permits are issued concurrently allowing the event to occur upon the proper inspections by the agencies.
- ▶ Permits are exempt from CEQA and no public hearing or notice is warranted. Public notice is required for street closures.

Special Event Program Enhancements

- ▶ Revamp the Questionnaire so it reads like an application.
- ▶ Update the Special Events website to be more user friendly.
- ▶ Invite agencies back into the internal workgroup meetings.
- ▶ Establish an annual authorization process for common special events at specific locations (e.g., Pebble Beach).
- ▶ Provide public notices for specific event types or sizes (e.g., events with over 50 attendees or events with live entertainment).
- ▶ Increase media communications in advance of large-scale events.

Alternative - the Board could direct staff to develop a more comprehensive Special Event Program either by resolution or ordinance, depending on the criteria applied.

Special Event Processing Fee

- ▶ Staff also seeks the Board's input on the appropriateness of a fee for processing special event applications.
- ▶ HCD does not charge a special events fee to cover administrative costs of processing and monitoring the special event application.
- ▶ Special events are typically profitable, and one may say that the events should have the burden of paying application fees.
- ▶ On the other hand, special events also generate revenue through the collection of transient occupancy and sales tax.
- ▶ If the Board finds that a processing fee is appropriate staff would return later with a formal recommendation to establish such a fee.

Unruly Gatherings

- ▶ During the Board's recent consideration of the Noise Control Ordinance, the Board requested that staff return seeking further direction on the potential development of an "unruly gatherings" ordinance like the City of Salinas.
- ▶ An "unruly gathering" may be defined as a gathering on any private property, including property used to conduct business, in a manner which causes a disturbance of the quiet enjoyment of private or public property by any person or persons.
- ▶ It is staff's opinion that the nuisances generally described as "unruly gatherings" would be enforceable under other provisions of the County Code and state law.
- ▶ However, should the Board desire to have added protections it may direct HCD staff to work with the Sherriff's Office and the County Counsel Office on a more comprehensive analysis that may include the propagation of regulations.

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