

ORDINANCE NO. 2022-18

AN ORDINANCE ESTABLISHING A PERMIT FOR SPECIAL EVENTS ON THE STREETS AND PROPERTY OWNED BY THE VILLAGE OF CASTALIA, OHIO AND DECLARING AN EMERGENCY.

WHEREAS, the Council of the Village of Castalia is aware of several groups who would like to sponsor events on the streets and property owned by the Village of Castalia; and

WHEREAS, the Council is desirous of establishing regulations to permit these events on the streets and property owned by the Village and finds that it is necessary to establish the same; and

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE VILLAGE OF CASTALIA, STATE OF OHIO:

SPECIAL EVENT PERMITS.

Section 1. For purposes of this ordinance, "special event" means a preplanned event or series of events of less than a week's duration, including block parties or any small neighborhood-based community events, sponsored by a public or private person or entity, which is: (1) located wholly or partially on property which is owned or maintained by the Village of Castalia; or (2) located on any other property and requires for its successful execution, the provision and coordination of municipal services to a degree significantly over and above that which the Village of Castalia routinely provides under ordinary everyday circumstances.

Section 2. Village buildings, parks, and all other real estate under control of the Council which have been constructed or maintained for the benefit of the public shall be for the use of the public in general under the Charter and ordinances of the Village of Castalia. To that end, no person or entity shall be given any special or exclusive privilege to use any public property under the control of the Council without first obtaining a permit from the Mayor under this section.

The Mayor may deny or revoke a special event permit whenever he or she finds:

- (1) The applicant person or entity has previously violated the provisions of a special event permit or has submitted materially false or incomplete information on any special event permit application; or
- (2) The special event would unreasonably interfere with the movement of or service capability of police vehicles, firefighting equipment, or ambulance service; or
- (3) The special event would unreasonably interfere with the historic recreational use and the adopted recreational use policies for a neighborhood park; or
- (4) The special event would unreasonably interfere with another special event for which a permit has been issued; or
- (5) The special event would unreasonably interfere with Village activities that occur on or at the property.

The Mayor shall charge a permit application fee, as may be adopted from time to time by the Council, in an amount not to exceed the cost in administering such application.

(A) The applicant, person, or entity shall do the following:

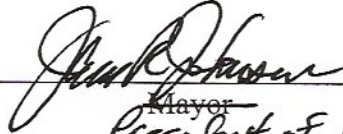
- (1) Submit the required road closure application form accompanied by the fee of Three

Hundred Dollars (\$300.00) to defray the cost of the setup of the road closed, and detour signage; and

(2) Provide a certificate of liability insurance in the amount of \$1,000,000.00 personal and bodily injury coverage and \$1,000,000.00 property damage. The insurance policy must name the Village of Castalia as a co-insured. For events involving the sale or consumption of alcoholic beverages, the user must also provide liquor liability insurance in the amount of \$1,000,000.00. This insurance policy must name the Village of Castalia as co-insured. Liquor liability insurance is required in addition to the liability insurance listed above.


Section 3. That this Council hereby finds and determines that all formal actions relative to the adoption of this Ordinance were taken in an open meeting of this Council, and that all deliberations of this Council and of its committees, if any, which resulted in formal action, were taken in meetings open to the public in full compliance with applicable legal requirements, including *section 121.22 of the Revised Code*.

Section 4. That the establishment of a permit for the use of Village property, especially the closure of public streets, is directly related to the immediate preservation of the public health, safety, and general welfare of the Village, and as such, Council has determined that this ordinance should be adopted as an emergency measure to take effect immediately upon its adoption and due authentication by the Mayor and the Fiscal Officer, respectively.



Mayor
President of Council

Attest:



Village Fiscal Officer

Adopted: October 11, 2022

APPLICATION FOR EVENT PERMIT AND ROAD CLOSURE

1. Application form must be accompanied with a fee of Three Hundred Dollars (\$300.00) to defray the cost of the setup of the road closed, and detour signage.

2. A certificate of liability insurance in the amount of \$1,000,000.00 personal and bodily injury coverage and \$1,000,000.00 property damage **MUST** be provided to the Village of Castalia prior to the event. **The insurance policy must name the Village of Castalia as a co-insured.** For events involving the sale or consumption of alcoholic beverages, the user must also provide liquor liability insurance in the amount of \$1,000,000.00. **This insurance policy must name the Village of Castalia as co-insured.** Liquor liability insurance is required in addition to the liability insurance listed above.

Today's Date: _____

Name of Event: _____

Sponsoring Organization: _____

Date(s) of Event: _____ Hours for Event: _____

Date for Road Closure: _____ Time of Closure: _____

Date for Road Re-opening: _____ Time of Opening: _____

Contact Person: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____

Email: _____

Submitted by/Authorized Signature & Title:

Please mail or hand deliver completed application to:

Mayor: Kevin Nemitz
PO Box 451
126 Main Street
Castalia, Ohio 44824
Ph: 419-366-0667
Email: kevnemitz@gmail.com

Office use

_____ Completed Application

_____ Fee Check # _____

_____ Liability Insurance

_____ Liquor Liability Insurance if applicable