

#915
**AN ORDINANCE SETTING FORTH AND ADOPTING RULES FOR A
SPECIAL EVENTS PERMIT.**

SPECIAL EVENTS PERMIT FEE.

Section I. BE IT ORDAINED by the Mayor and Council of the Borough of Oceanport

- A. Any event requesting or requiring the closure of any road or requiring traffic control within the borough for any amount of time shall be required to apply for a permit.
- Event shall include but not limited to: Sporting Events, Concerts, Sales, and/or any other type that would cause traffic to be increased or altered.
 - It shall be the determination of the Oceanport Police Department Traffic Safety Bureau, hereafter referred to as Traffic Safety; whether the closure of a road, traffic controls or traffic officers are required.
 - The number of roads closed or requiring traffic control shall be determined by Traffic Safety.
 - The method and number of traffic control devices and/or officers shall be determined by Traffic Safety.
- B. The permit shall be requested through the Clerk's office a minimum of thirty (30) days prior to the event.
- C. Permits will be reviewed by Traffic Safety.
- D. Once reviewed by Traffic Safety, a recommendation will be made for approval or rejection.
- If approved the permit will be forwarded to the Oceanport Mayor and Council for approval with recommendations for needed traffic control.
 - If rejected by Traffic Safety, it shall be returned to the Clerk's Office with the reason for rejection and any recommendations of changes for approval.
 - Traffic Safety shall also determine if traffic control will be required and to what extent.
- E. Traffic control recommendations shall include but not limited to:
1. Cones, barricades, etc
 2. Detour, road closed, traffic signs
 3. Traffic control Officers
- F. All traffic control requirements are to be supplied by or paid for by the applicant.
- G. The Mayor and Council will review the permit request and shall either approve, reject or require changes.
- If approved the Clerk's Office shall issue the permit, subject to the fee schedule below.
 - A copy of the permit will be provided to the Police Department

- If rejected the Clerk's Office shall notify the applicant as to the reason.
 - If changes are required the Clerk's Office shall notify the applicant of the changes required for approval.
 - If the changes are met by the applicant, the Clerk shall have the authority to approve and issue the permit.
- H. At any time should any borough official become aware that changes are made to the event plan without approval the permit may be withdrawn.
- I. Violations and Penalties:
Any person or organization that shall violate any provision of this article by not applying for and receiving a Special Event Permit if so required shall be subject to a penalty as set forth in Chapter 1-15, General Penalty.

INTRODUCED and APPROVED UPON FIRST READING:

June 20, 2013