ORDINANCE 3-800

SPECIAL EVENTS

THE CITY OF ISHPEMING ORDAINS:

1. PURPOSE AND APPLICABILITY

A. The purpose of this Ordinance is to protect the public health, safety, welfare, and convenience by regulating special events, parades, processions, and open-air public meetings conducted on streets, parks, sidewalks, or other public property within the City of Ishpeming.

B. This Ordinance applies to all special events conducted wholly or partially on public property or that materially impact traffic flow, public safety services, or use of public facilities.

2. DEFINITIONS

A. Special Event means any organized activity or gathering that is designed to bring together a group of people to watch or participate and which may include, but is not limited to any of the following:

1. Food service or food vendors;
2. Alcohol service;
3. Promoters or entrepreneurs;
4. Temporary stands, tents, structures, or wiring;
5. Fireworks or pyrotechnics;
6. Street, sidewalk, or parking lot closures;
7. Impacts to traffic or pedestrian flow;
8. Potential public safety risks; or
9. Use of volunteers to carry out the event.

B. Special events include, but are not limited to, festivals, concerts, parades, races, holiday celebrations, performances, rallies, protests, sporting competitions, exhibitions, bazaars, street fairs, tractor pulls, and demolition derbies.

3. PERMIT REQUIRED

A. No special event, parade, procession, or open-air public meeting shall be conducted upon any street, alley, park, sidewalk, or other public property in the City unless a written Special Event Permit has been issued by the City.

B. Applications shall be made in writing to the Office of the City Manager on the form prescribed by the City and submitted not less than forty-five (45) calendar days prior to the event.

C. All applications shall be reviewed by the City Clerk for compliance with this Ordinance. Special Events Permits shall include any requirements and conditions under which the permit is granted and shall require approval by the City Council.

D. Approval of a special event may include reservation of dates for the following year; however, each annual event shall require a new application, insurance certificate, and approval.

4. SPECIAL EVENTS SHALL BE CATEGORIZED AS FOLLOWS:

A. City-Operated Events. Events operated directly by the City and fully funded by the City.

B. Co-Sponsored Events. Events may be sponsored jointly by the City and another organization when determined by City Council to be of general public interest and to advance the City's public image. City financial participation shall be determined by City Council. Additional costs incurred beyond said approved support shall be paid to the City by the other organization(s).

C. Other Non-Profit Events. Events operated by non-profit organizations shall be eligible for a City Council waiver of up to two hundred fifty dollars ($250.00) in City labor, equipment use, and park or facility rental fees. Proof of current IRS 501(c)(3) status shall be required.

D. Other Events. All other events shall pay one hundred percent (100%) of all City costs, with a minimum charge of two hundred fifty dollars ($250.00) per day. Any additional use charge for public property or other City fees may also apply.

5. FEES AND BILLING

A. Fees for City labor services shall be based upon established hourly rates, including fringe benefits and overhead, and overtime premiums when applicable.

B. The City shall provide an itemized billing for services rendered, including labor, police and fire services, facility use, equipment, and materials.

C. A cash deposit, performance bond, or other acceptable security equal to the estimated City costs shall be required not less than five (5) working days prior to the event. Actual costs may be higher or lower than estimates.

6. INSURANCE AND INDEMNIFICATION

A. Event organizers shall maintain insurance in accordance with the City's Policy regarding Insurance Requirements.

B. A certificate of insurance naming the City of Ishpeming, including its officials, employees, boards, commissions, and volunteers, as additional insureds shall be provided prior to the event.

C. Event organizers shall obtain all participant waivers and indemnification agreements required by the City.

7. TRAFFIC CONTROL AND SAFETY

A. Event organizers shall comply with all City traffic control, safety, and emergency service requirements.

B. Street or road closures, including those requiring Michigan Department of Transportation permits, may be subject to additional fees and conditions .

8. PENALTIES AND ENFORCEMENT

A. Any person or organization determined by the City to have failed to honor the conditions or requirements of a Permit issued under this Ordinance may be denied such permits pursuant to future applications or may be required to post a bond in the amount and under procedures prescribed by the City Manager.

B. Any person who violates any of the provisions of this Ordinance shall be responsible for a municipal civil infraction and shall be subject to the payment of a civil fine of not more than Five Hundred dollars ($500.00) plus costs. Each day a violation of this Ordinance continues to exist constitutes a separate violation. A violator of this Ordinance shall also be subject to such additional sanctions, remedies and judicial orders as are authorized under Michigan law.

C. A violation of this ordinance is deemed to be a nuisance. In addition to any other remedy available at law or in equity, the City may bring an action for an injunction or other process against a person to restrain, prevent, or abate any violation of this Ordinance.

D. A Permit issued under this ordinance may be revoked at any time on any of the following bases:

1. Any violation of this ordinance.

2. Fraud, misrepresentation or the making of a false statement in connection with the application for a permit or while engaging in any activity for which this ordinance requires a permit.

12. SEVERABILITY

In the event that any one or more sections, provisions, phrases or words of this ordinance shall be found to be invalid by a court of competent jurisdiction, such holding shall not affect the validity or the

enforceability of the remaining sections, provisions, phrases or words of this ordinance.

First reading: April 30, 2026

Second Reading: May 20, 2026

Approved by Council: May 20, 2026

Effective: May 29, 2026