

ORDINANCE NO. 346-25-1C

**AN ORDINANCE AMENDING THE SPECIAL EVENT PERMIT
REQUIREMENTS WITHIN THE CITY OF TOWNSEND**

WHEREAS, the Board of Commissioners of the City of Townsend recognizes the substantial community benefit that may result from community events, which can provide cultural enrichment, economic vitality, and enhance community identity;

WHEREAS, current Ordinances set forth in Title 9, Chapter 5 of the Townsend Municipal Code require property owners to obtain individual permits for each special event;

WHEREAS, certain properties plan, coordinate and host frequent special events, and it is necessary to ensure the public health, safety and welfare of event patrons, residents, and other visitors, and to provide for fees, charges and procedures required to administer the permit process for certain properties and events; and

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of the City of Townsend, Tennessee, as follows:

Section 1. Section 9-502 of the Townsend Municipal Code shall be amended to provide a definition of "Large Event."

Large Event(s) means any event with a capacity reaching 12,000 participants in a twenty-four (24) hour period calculated from midnight of one day to midnight of the following day. Large Events planned, coordinated, or hosted by any single permit holder shall be limited to no more than two (2) Large Events in any four (4) week period and no more than fifteen (15) Large Events in any calendar year.

Section 2. Section 9-503 shall be amended to create an Annual Special Event Permit:

Notwithstanding any other provisions in this Chapter, any tourism development authority which owns property within the City of Townsend Municipal Limits shall be entitled to apply for an Annual Special Event Permit. The Annual Special Event Application shall be submitted to the city manager for approval, and it shall be accompanied by a mandatory Annual Special Event Permit Fee of \$5,000.00. Upon issuance of the Annual Special Event Permit, the Annual Special Event Permit holder shall be entitled to plan, coordinate, or host special events on its property without applying for individual special event permits pursuant to this Chapter. Provided, however, that the Annual Special Event Permit holder shall provide the city manager thirty (30) days written notice prior to all events, including Large Events, with such written notice to include the dates, nature of event, and anticipated event capacity. The Annual Special Event Permit holder shall comply with all other applicable obligations of this Chapter, the Townsend

Municipal Code, and all other local, state, and federal laws, rules and regulations.

The Townsend Municipal Code shall be amended as set forth above, and the provisions of this Ordinance shall be in effect upon final passage, the public welfare requiring it.

PASSED and ADOPTED by the Board of Commissioners of Townsend, Tennessee on this ____ day of _____, 2025.

Don Prater, Mayor

ATTEST:

Gayla Webb, City Recorder

AS TO FORM:

William J. Carver, City Attorney