

**CITY OF WATERLOO, ILLINOIS**

**ORDINANCE NO. 1719**

**AN ORDINANCE AMENDING THE REVISED CODE OF ORDINANCES OF THE CITY OF WATERLOO, ILLINOIS, CHAPTER 7 BUSINESS CODE, BY THE ADDITION OF ARTICLE IX SPECIAL EVENTS – STREETS, SIDEWALKS AND PUBLIC PLACES.**

Adopted by the  
City Council  
of the  
City of Waterloo, Illinois  
this 3rd day of April, 2017.

Published in pamphlet form by  
authority of the City Council of the  
City of Waterloo, Illinois, this 4th  
day of April, 2017.

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WATERLOO, ILLINOIS AS FOLLOWS:

SECTION ONE: Chapter 7 Business Code shall be amended by the addition of Article IX Special Events – Streets, Sidewalks and Public Places, to read as follows:

**ARTICLE IX: SPECIAL EVENTS –  
STREETS, SIDEWALKS AND PUBLIC PLACES**

Section

- 7-9-1 Definitions.
- 7-9-2 Permits.

**7-9-1 DEFINITIONS.**

*Special Event:* A special event is any outdoor or seasonal event including, but not limited to a picnic, parade, carnival, craft fair, art fair, bicycle / motorcycle / vehicle ride, run / walk, car show, or any other event held on public property which is open to attendance by the general public.  
THE FOLLOWING ACTIVITIES ARE EXCLUDED FROM ABOVE: solicitations on public highways (7-2-10), merchandise and outdoor dining on public street/sidewalk (33-2-12) as addressed in their respective codes.

**7-9-2 PERMITS.**

No group, association or organization desiring to use public facilities for a particular purpose, as defined in Section 7-9-1, shall use any public facility without first obtaining a Special Events Permit.

- A) Applications for a special event permit must be filed with the City Clerk no less than thirty days prior to the first day of the special event.
- B) Applicant must be over 18 years of age. Applicant and their attendees must fully comply with the requirements of any special conditions attached to the permit, rules, all local ordinances, codes and regulations, as well as all State and Federal laws.

- C) Final event details must be submitted at least thirty days before the scheduled event. Details are to include all components of the event such as type of event, entertainment, company name of inflatables or amusement rides, sanitation, and electrical needs.
- D) Special Event Organizer must also provide for the sanitary collection of all refuse, litter, and garbage generated by patrons attending the event, and removal of all such waste materials from the location of the event in a timely manner.
- E) The permit may be revoked or terminated at any time by the City if the applicant and/or their attendees breach any of these rules, violates any other laws, ordinances, rules or regulations, or if the City, in the exercise of its sole and absolute discretion, deems it necessary to revoke the permit to ensure the public's health, safety, welfare, or enjoyment of the public property.
- F) Permission will be required for any person or group to bring and use an electrical device with special power requirements.
- G) Applicant must provide the following information:
  - 1) Proof of liability insurance with the City of Waterloo named as an additional insured in the minimum amount of \$1,000,000 each occurrence/\$2,000,000 aggregate.
  - 2) Name and phone number of person in charge of event, and secondary contact.

**SECTION TWO.** All ordinances, or parts thereof, in conflict with the provisions of this ordinance, are hereby repealed to the extent of such conflict.

**SECTION THREE.** This ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

**PASSED** this 3<sup>rd</sup> day of April, 2017, pursuant to a roll call vote as follows:

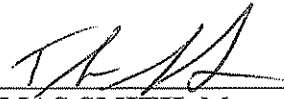
**AYES:** Heller, Notheisen, Thomas, Hopkins, Trantham, Darter, Frederick, Row

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

**ABSTENTION:** \_\_\_\_\_

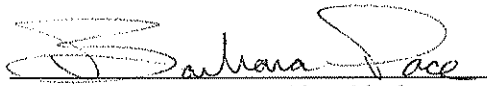
**APPROVED** by me this 3<sup>rd</sup> day of  
April, 2017.



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**THOMAS SMITH**, Mayor  
City of Waterloo, Illinois

**ATTESTED**, filed in my office, and  
published in pamphlet form this 3<sup>rd</sup>  
day of April, 2017.



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**BARBARA PACE**, City Clerk  
City of Waterloo, Illinois