

STATE OF GEORGIA
COUNTY OF FULTON

**AN ORDINANCE TO AMEND ARTICLE IV SPECIAL EVENTS SO AS TO
PROVIDE FOR A SPECIAL EVENT FILM PRODUCTION PERMIT**

WHEREAS, the current City of Sandy Springs Code of Ordinances provides for Special Events in Article IV; and

WHEREAS, there has been increased interest in locations in the City of Sandy Springs by film production companies and those associated with motion picture, television, video, educational film, and photography; and

WHEREAS, reasons underlying Article IV on Special Events and the requirements therein are to avoid unnecessary disruption of public services, undue hardship to adjacent businesses or residents, unnecessary disruption of traffic beyond practical solution, among others; and

WHEREAS, a special event is not allowed to exceed six days in any 30-day consecutive period; and

WHEREAS, a film production project frequently can involve more than 6 consecutive days when taking into account the set-up time, actual filming, and take-down time; and

WHEREAS, the City does not desire to turn away those interested in locations in the City of Sandy Springs, but does desire to control and regulate such uses so as to minimize any disruption for residents, businesses, and any others in the City; and

NOW, THEREFORE, in order to accomplish the foregoing, the Council of the City, pursuant to their authority do hereby amend the following sections of Article IV by adding the following highlighted language to Sections 50-108, 50-110, and 50-111:

ARTICLE IV. - SPECIAL EVENTS

Sec. 50-108. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Film production includes motion picture, television, video, educational film, and photography.

Producer means any person responsible for planning, producing and conducting a special event.

Special event means any organized for-profit or nonprofit activity having as its purpose entertainment, recreation and/or education which (i) takes place on public property or (ii) takes place on private property, but requires special public services and which is permitted by the city under this article. Gatherings or activities that take place on private property and that make no use of city streets, other than for lawful parking, are not subject to the provisions of this article, but shall comply with all other requirements specified by ordinance as to the use of residential property. No special event other than film production, as defined above, shall be allowed to exceed six days in any 30-day consecutive period of time.

By way of example, special events include, but are not limited to; fairs, tours, grand opening celebrations, races, parades, marches, rallies, assemblies, festivals, film production, concerts, holiday celebrations, bicycle runs, and block parties. Private social gatherings which will make no use of city streets other than for lawful parking are not included. Garage sales, lawn sales, rummage sales, flea market sales, or any similar casual sale of tangible personal property are not included.

A parade, march, or procession subject to this article is defined to be a group or number of people or vehicles, or the combination thereof, consisting of five or more vehicles and ten or more persons, or a combination of three or more vehicles and five or more persons, proceeding or moving in a body or in concert along the streets or sidewalks of the city. Specifically excepted from this definition are funeral processions.

Special Event Permit, when used hereafter, shall mean and include *Film Production Special Event Permit* unless specifically stated otherwise.

Vendor means any person or persons or entity who engages in the sale to the public of any food or food products, goods, services, or merchandise of whatever nature from any location, either mobile or stationary, on a temporary itinerant basis on any public street, sidewalk, or right-of-way as an authorized participant of the special event.

Sec. 50-111. - Application.

- (a) The producer of a special event shall make application for a permit for the special event on a form prescribed by the city.
- (b) An application for a special event permit, other than a film production special event permit, shall be filed at least 60 days prior to the date the special event is scheduled to take place; provided, however, no application shall be accepted earlier than one year prior to the date of the special event.
- (c) An application for a Film Production Special Event Permit shall be filed at least 5 days prior to the date the filming is scheduled to take place; provided, however, no application shall be accepted earlier than one year prior to the date of the filming and provided further no more than one such permit shall be issued quarterly for any one residential location and of no more than 14 consecutive days in duration, unless previously requested and approved by the City Manager.
- (d) Each application for a special event permit shall be accompanied by a nonrefundable application fee in such amount as may be set from time to time by resolution of the city council.
- (e) All producers of a special event shall be properly identified on the application; provided, however, a special event permit shall be issued only to an individual person. Therefore, if a group, organization, association, or other entity is producing the special event, a designated agent of the producer shall be named for purposes of the permit, and this individual shall be solely and fully responsible for compliance with all provisions, including all financial requirements of this article and other applicable laws.
- (f) The Application for a Special Event Permit, other than a Film Production Special Event Permit, shall include the following information:
 - (1) Purpose of the special event;
 - (2) Name, address, e-mail address, and telephone number of the sponsoring entity or person in addition to the person named in subsection (d) of this section;

- (3) Proposed date, location, and hours of operation, but in no event earlier than 8:00 a.m. nor later than 11:00 p.m. in residential zoned locations and in no event earlier than 8:00 a.m. nor later than 12:00 midnight in commercial zoned locations;
- (4) Schedule of proposed activities;
- (5) Projected attendance at the special event;
- (6) Plans for parking, restroom facilities, and sanitation concerns;
- (7) Plan for crowd and traffic control.

In addition, the city or any of its departments may require any other information deemed reasonably necessary to determine that the permit meets the requirements of this article.

- (g) The Application for a Film Production Special Event Permit shall include the following information:
- (1) Purpose of the filming and the type of production;
 - (2) Location Manager or Production Manager Name, address, e-mail address, and telephone number of the sponsoring entity or person in addition to the person named in subsection (a) of this section;
 - (3) Proposed date, location, and hours of operation, but in no event earlier than 8:00 a.m. nor later than 11:00 p.m. in residential zoned locations and in no event earlier than 8:00 a.m. nor later than 12:00 midnight in commercial zoned locations;
 - (4) Proposed schedule of filming activities;
 - (5) Full disclosure of special effects, i.e. fire, explosives, gunfire;
 - (6) Full disclosure of nondomestic animals and if there will be the consumption or sale of alcohol on film site;
 - (7) Site Plan – Showing Production Location and base Camp;
 - (8) Proof of Permission of Property Owner for use of the Production Location and Base Camp;
 - (9) Notification of Neighbors and Businesses affected by Production Location.

In addition, any Film project that occurs in a Residential location and involves any of the four items below; will require a meeting with the Special Event/Film Permit Review Staff a minimum of one week prior to the submission of the film permit application:

- (I) Outdoor Filming
 - (II) Film Project that lasts three (3) or more days
 - (III) Full and Partial Lane and Street Closures
 - (IV) Requested Variances to any City of Sandy Springs Ordinance.
- (h) Two copies of a to-scale survey of the proposed location for the special event shall accompany the application and shall accurately depict the proposed location of the special event, all buildings, structures, parking, and curb cuts permanently located on the site. The survey shall further show the proposed temporary location of any and all buildings, structures, and parking to be associated with

the proposed special event. Moreover, the entire location shall comply with the city's standards for setbacks.

- (i) Each city department and/or agency whose services would be impacted by the special event shall review the application and recommend in writing any conditions or restrictions deemed necessary. Special conditions or restrictions recommended by the city manager, or his designee, shall become a condition of the permit.
- (j) The following standards shall be considered in reviewing the application:
 - (1) A special event permit may be issued only after an adequate plan for crowd and traffic control, as well as security has been presented, and, when deemed necessary, employment of off-duty, uniformed Sandy Springs Police Officer(s) shall be utilized. If Sandy Springs Police Officer(s) are not available, then a P.O.S.T. certified police officer(s) may be utilized after they have been verified by the city and obtained by the producer.
 - (2) A special event permit may be issued only after an adequate plan for fire inspection/prevention and/or fire code enforcement and, when deemed necessary, employment of off-duty, uniformed fire personnel has been verified by the city and obtained by the producer.
 - (3) A special event permit may be issued only after an adequate EMS plan and, when deemed necessary, employment of off-duty medics who are state-certified EMT or paramedics has been verified by the city and obtained by the producer.
 - (4) A special event permit may be issued only after adequate waste disposal facilities have been determined by the city and obtained by the producer. The producer shall be required to clean the right-of-way or public property of rubbish and debris, returning it to its pre-special event condition, within 24 hours of the conclusion of the special event. If the producer fails to clean up such refuse, cleanup shall be arranged by the city, and the costs incurred for this service shall be charged to the applicant.
 - (5) A special event permit granted by the city may provide for the city to close designated streets and intersections to allow use of the public right-of-way for the special event during designated hours and days.
 - (6) The sound level of any special event must comply with the city noise ordinance (section 38-81 et seq.).
- (k) After all of the requested information pertaining to the special event has been submitted, reviewed, and approved, a permit may be issued upon payment of all applicable fees and costs. The special event permit, as well as any other permits required in conjunction with the special event, shall be posted on site during the special event.
- (l) Should a permit be denied, the producer shall be notified in writing of the denial.

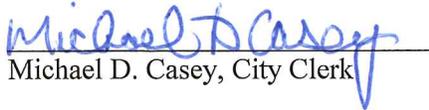
APPROVED AND ADOPTED this the 17th day of February, 2015.

Approved:



Russell K. Paul, Mayor

Attest:


Michael D. Casey, City Clerk

(Seal)

