



CITY of POOLER  
— GEORGIA —

STATE OF GEORGIA        }  
  }  
COUNTY OF CHATHAM    }

**ORDINANCE O2025-05.A**  
Special Events

**AN ORDINANCE TO AMEND THE CITY OF POOLER CODE OF ORDINANCES CHAPTER 74, STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES, ARTICLE IV – PARADES AND DEMONSTRATIONS; TO REPEAL ALL ORDINANCES IN CONFLICT HERewith; TO PROVIDE FOR AN EFFECTIVE DATE, AND FOR OTHER PURPOSES**

**NOW THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Pooler that the Code of Ordinances of the City of Pooler, Georgia are hereby amended as follows:

**I**

That CHAPTER 74, STREETS, SIDEWALKS, AND OTHER PUBLIC PLACES, ARTICLE IV- PARADES AND DEMONSTRATIONS be amended by deleting the strikethrough language and adding the underlined text as follows:

~~ARTICLE IV. PARADES AND DEMONSTRATIONS<sup>1</sup>~~

**~~Sec. 74-106. Permit.~~**

- ~~(a) *Required.* It shall be unlawful to promote, organize or hold, or to assist in organizing or holding, or to take part or participate in, any parade or procession or other public demonstration in the public streets or public ways of the city, unless a permit therefore has been secured from the aldermanic board.~~
- ~~(b) *Application.* To secure a permit for a parade, procession or public demonstration, except as to those parades, processions and public demonstrations exempted by this article, written application shall be made to the aldermanic board setting forth the hour and date, the probable number of persons, vehicles and animals which will be engaged in such parade, procession or other public demonstration, the purpose for which it is to be held or had, and the streets or other public ways over, along or in which it is desired to have or hold such parade, procession or public demonstration.~~
- ~~(c) *Granting; refusing; conditions.* The aldermanic board may grant or refuse an application for a permit for a parade, procession or public demonstration as a privilege permit, as the aldermanic board, in its judgment may determine whether the parade, procession or public demonstration is or is not in the best interest, welfare, peace, safety, health, good order, morals or convenience of the citizens of the city and the public; and if the permit application is granted, the aldermanic board reserves the right~~

~~to set the hour, time limit and streets and public ways where such parade, procession or other public demonstration shall be had, moved or held.~~

~~(Code 1976, §§ 13-50—13-52)~~

**~~Sec. 74-107. Distributing articles from participating vehicles.~~**

~~(a) It shall be unlawful for any person to distribute or cause to be distributed from any vehicle participating in a parade, procession or other public demonstration in the public streets or public highways within the city, any item, either perishable or otherwise, to any bystander or onlooker. It shall also be unlawful for any owner or operator of any vehicle participating in a parade within the city to allow or permit any item, perishable or otherwise, to be distributed to any bystanders or onlookers from the vehicle.~~

~~(b) The term "vehicle," as used in this section, shall include any device which moves on wheels or on tracks, whether under its own power or otherwise.~~

~~(c) This section shall apply to gratuities and to items offered for sale.~~

~~(Code 1976, § 13-53)~~

~~Cross reference(s) —Traffic and vehicles, ch. 82.~~

**~~Sec. 74-108. Special event; definitions.~~**

~~For the purpose of this article, the following words and phrases shall have the respective meanings ascribed to them by this section:~~

~~*Special event* means any activity which occurs upon private or public property, that will affect the ordinary use of public streets, rights-of-way or sidewalks. This includes, but is not limited to, fairs, festivals, foot runs and bicycle runs.~~

~~Private social gatherings and neighborhood block parties conducted primarily on private property within the neighborhood and which will make only limited use of other city streets are not included in these definitions.~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-109. Permit required.~~**

~~No person or organization shall conduct a special event within the city or knowingly participate in any such special event unless and until a permit to conduct such special event has been obtained from the city.~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-110. Special event for commercial purpose prohibited.~~**

~~No permit shall be issued authorizing the conduct of a special event which is to be held for the primary purpose of advertising any product, goods, wares, merchandise or event and is designed to be held primarily for private profit.~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-111. Interference with special event.~~**

~~No person shall knowingly join or participate in any special event conducted under permit from the city in violation of any of the terms of the permit, nor knowingly join in or participate in any permitted special event without the consent or over the objection of the permittee, nor in any manner interfere with its progress or orderly conduct.~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-112. Permit application and fee.~~**

~~An application for a permit shall be submitted to the city clerk with a non-refundable application fee, as set forth in the schedule of fees, no later than 30 days prior to the proposed event. The permit application shall be made in writing on a form provided by the city clerk. The application shall contain the following information:-~~

- ~~(1) The name, address and telephone number of the sponsoring organization or individual, including the name, address and telephone number of an individual who shall be designated as a contact person and agent for service of process;-~~
- ~~(2) The proposed date, location, hours of operation and schedule of proposed events;-~~
- ~~(3) An estimate of the number of participants and the number of individuals that will be utilized to monitor the event. The chief of police will determine whether paid, off-duty police officers are needed, and if so, the number of officers to control the event and provide security to ensure public safety and the sponsoring organization or individual shall be responsible for paying for the off-duty personnel at the conclusion of the event;-~~
- ~~(4) A description of any sound amplification equipment proposed to be used; and~~
- ~~(5) Such other information as the city deems reasonably necessary to determine whether a permit may be issued.-~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-113. Standards for issuance of denial of permit.~~**

~~The city may deny a permit upon reasonable determination that:-~~

- ~~(1) The event will disrupt traffic within the city beyond practical solution; or~~
- ~~(2) The event will unreasonably interfere with access to fire stations and fire hydrants; or~~
- ~~(3) The location of the event will cause extreme hardship to adjacent businesses or residents; or~~
- ~~(4) The event will require diversion of so many public employees that allowing the event would unreasonably deny service to the remainder of the city; or~~
- ~~(5) The event will interfere with another event for which a permit has been issued; or~~
- ~~(6) The applicant refuses to sign the permit indicating his or her willingness to abide by or comply with the provisions of this article and the conditions set forth in the permit.-~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-114. Issuance of permit.~~**

~~Each application will be considered for approval by city council at a regular meeting. Upon payment of the permit fee and the approval of the city council, the city clerk shall issue the permit.-~~

~~This article shall not constitute a waiver of sovereign immunity, create rights in any third party or impose upon the city or its officials or employees any liability or responsibility for any injury or damage to any person or property arising out of the event for which a permit has been issued. The city and its officials and employees shall not be deemed to have assumed any liability or responsibility by reason of inspections performed of the issuance of any permit.-~~

~~(Ord. of 8-20-2018, § I)~~

**~~Sec. 74-115. Penalty.~~**

~~In addition to any other remedy provided under this article or other applicable law, any person violating any provision of this article shall, upon conviction, be punished as provided in section 1-12. Each day of a violation shall be considered a separate offense.~~

~~(Ord. of 8-20-2018, § I)~~

**~~Secs. 74-116-74-130. Reserved.~~**

**Article IV. SPECIAL EVENTS**

**Sec. 74-106. Purpose and Definitions**

**(a) Purpose**

To establish a structured and predictable Special Event permitting process that protects public health, safety, and welfare, while respecting constitutional rights. This ordinance regulates the time, place, and manner of Special Events, not the content of speech or expressive conduct.

**(b) Definitions**

For purposes of this article, the following terms shall have the meanings ascribed to them:

**City:** The City of Pooler, Georgia, and any area within its corporate limits.

**City-Owned Property:** Any property owned or controlled by the City, including without limitation parks, buildings, playgrounds, rights-of-way, easements, parking lots, or facilities.

**Parade:** Any organized procession or motorcade of persons or vehicles on a public street that cannot comply with standard traffic laws.

**Public Assembly:** Any gathering of fifty (50) or more people with potential to interfere with normal pedestrian or vehicle traffic, or that occupies public space or facilities.

**Sidewalk:** Any area or path set aside or open to the general public for pedestrian use, regardless of surface material.

**Special Event:** A temporary, planned event on city-owned, public, private, or commercial property that impacts public safety, traffic, city services, or public areas, including but not limited to parades, fairs, runs, festivals, markets, sales, and large gatherings exceeding fifty (50) attendees.

**Special Event Application:** A document submitted to the City for review, containing event details required by the City.

**Special Event Permit:** Official authorization issued by the City allowing a Special Event under specified conditions.

**Street:** Any roadway or area open to vehicular traffic including medians, berms, or rights-of-way under the jurisdiction of the City.

**Sec. 74-107. Permit Required**

**(a) General Requirement**

No person or organization shall conduct or knowingly participate in a Special Event within the City without first obtaining a Special Event Permit. This requirement applies to events on public or city-owned property, or on private property that directly impacts public safety, traffic, or city services. Private property events that do not affect public spaces or require city services may be exempt from the permit requirement, unless otherwise specified in this ordinance.

**(b) Applicability**

A permit is required if your event includes any of the following:

- (1) Fifty (50) or more attendees anticipated that may affect public safety, access to public property, traffic, or city services
- (2) Sale of merchandise, food, or beverage (alcoholic and/or non-alcoholic)
- (3) Animals
- (4) Athletic or moving events (e.g., runs, walks, rides, parades, processions)
- (5) Rental of city properties or facilities
- (6) Drones
- (7) Event signage or advertising that affects public visibility, safety, or access, or is erected on private property where otherwise prohibited by ordinance
- (8) Film or video production
- (9) Use of amplified sound or loud noise
- (10) Parking impacts on public streets
- (11) Road and/or sidewalk closures affecting public rights-of-way
- (12) Special effects (e.g., fireworks, drones, fog machines)
- (13) Temporary structures, including tents, stages, or canopies
- (14) Temporary utility hookups (e.g., water, electric)
- (15) Traffic control or road redirection
- (16) Waste management, portable toilet, or recycling needs

**Sec. 74-108. Permit Application and Fee**

**(a) Filing Deadline**

Applications along with a non-refundable application fee as listed in the City's Schedule of Fees must be submitted no later than thirty (30) days before the proposed event and no later than one (1) week prior to a regularly scheduled City Council meeting.

At the discretion of the City Manager, an application for a Special Event Permit filed after the minimum filing deadline may be accepted and considered if (1) there is sufficient time to process and investigate the application and obtain necessary police and other services, and (2) the applicant makes a reasonable showing, and the City Manager determines, that the circumstances giving rise to the event did not reasonably allow the application to be filed within the prescribed time limit. This discretion also applies to private events that could impact public safety, traffic, or city services.

**(b) Required Information**

Applications shall include:

- (1) Name or title of event
- (2) Contact information of the organizer and designated representative
- (3) Date, time, location, and event schedule
- (4) Estimated attendance, number of staff/volunteers, number of vendor spaces
- (5) Amplified sound details
- (6) Signage and lighting plans
- (7) Description of static structures (e.g., tents)
- (8) Vehicle usage description
- (9) Security and safety plan (if applicable)
- (10) Medical response plan (if applicable)
- (11) Waste and recycling plan (if applicable)
- (12) Site plan or route map (if applicable)
- (13) Any other pertinent information requested by the City

The Chief of Police will determine if paid off-duty police officers are needed for public safety. The Fire Chief will determine if emergency medical or fire personnel are needed. The event organizer shall be responsible for costs related to off-duty public safety staffing.

### **(c) Permit Application Fee Structure**

The non-refundable application fee, as outlined in the City's Schedule of Fees, covers the entire Special Event, regardless of its duration or number of days. No additional fees will be required for multiple days of the same event, unless specified otherwise by the City in special cases.

### **Sec. 74-109. Evaluation and Issuance of Permit**

Each application shall be reviewed and considered by City Council during a regular meeting. Upon approval by City Council and payment of applicable fees, the City will issue the Special Event Permit.

A permit shall be valid only for the specific date(s) and time(s) approved by the City. In the event the event must be postponed due to inclement weather or other unforeseen circumstances beyond the organizer's control, the permit may be honored on a rescheduled date occurring within thirty (30) calendar days of the originally approved event date, subject to prior written approval by the City Manager. The rescheduled event must remain substantially similar in scope, location, and impact as initially permitted.

Issuance of a permit does not constitute a waiver of sovereign immunity or impose any liability on the City or its officials for damages or injuries related to the event.

### **Sec. 74-110. Standards for Denial**

City Council should consider all relevant factors when reviewing a Special Event Permit Application, including whether:

- (1) The event would unreasonably disrupt pedestrian or vehicular city traffic
- (2) The event would interfere with emergency access
- (3) The event would cause hardship to nearby residents or businesses

- (4) The event would require excessive City staffing or resources
- (5) The event conflicts with another scheduled event such that the two could not be safely held
- (6) The applicant provides false or incomplete information or refuses to accept permit conditions
- (7) The event would pose a risk or danger to public health, safety, or welfare

#### **Sec. 74-111. Event Conduct and Compliance**

No person shall:

- (1) Participate in a Special Event in violation of the permit; or
- (2) Participate without the consent of the permit holder; or
- (3) Interfere with the orderly conduct of a permitted event; or
- (4) Engage in conduct that disrupts public safety or violates the conditions of the permit.

#### **Sec. 74-112. Distribution from Vehicles**

It shall be unlawful to distribute items, free or for sale, from any moving vehicle participating in a Special Event, parade, or procession on public streets.

#### **Sec. 74-113. Release and Indemnity**

As a required part of the application process, any applicant for a special event permit must execute a release, indemnity, and hold harmless agreement waiving any and all claims against the City and its' agents or representatives, arising out of, or in any way connected to the special event. The release, indemnity, and hold harmless agreement shall apply to any and all types of claims arising out of, or in any way connected to, the special event unless such claim is the result of negligence solely attributable to the City, or is caused by the willful or wanton conduct by the City or its' agents or representatives.

#### **Sec. 74-114. Penalty**

Any person violating this article shall be punished as provided in Sec. 1-12 of the Code of Ordinances. Each day a violation continues shall constitute a separate offense.

#### **Sec. 74-115. Exemptions**

No permit is required for the following:

- (1) Events organized or sponsored by the City
- (2) Governmental functions
- (3) Funeral and wedding processions
- (4) Supervised school-related activities (K-12) limited to students, staff, and faculty, whether during or outside of school hours
- (5) Informal gatherings of forty-nine (49) or fewer people on private property, provided the event does not impact public rights-of-way, public facilities, or require city services.
- (6) Temporary retail promotions (e.g., grand openings)
- (7) Residential garage/rummage sales

- (8) Noncommercial residential events not blocking public sidewalks
- (9) City maintenance or utility work
- (10) Subdivision events on non-through streets, with written City Manager approval if the event impacts public safety, traffic, or requires city services.
- (11) City-recognized recreational activities and tournaments (unless special conditions apply)

**Sec. 74-116-74-120. Reserved**

**II.**

All ordinances or parts of ordinances in conflict with the ordinance are hereby repealed.

**III.**

If any section, clause, or phrase of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, the said holding shall in no way affect the validity of the remaining portions of this ordinance.

**IV.**

This ordinance shall be effective immediately upon its adoption by the Mayor and City Council of Pooler, Georgia.

FIRST READING: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

SECOND READING: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

ADOPTED: \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

CITY OF POOLER, GEORGIA

\_\_\_\_\_  
Karen L. Williams, Mayor

ATTEST:

\_\_\_\_\_  
Kiley Fusco, City Clerk