Plano
City of Excellence

Special Events Ordinance

Plano City Council

May 26, 2020

Background:

- Special Events touch multiple city departments
- Cross-departmental working group formed to address discrepancies, and to address:
  - Cost capture
  - Private events
  - General update (2006)

Cost Capture

- Concerns
  - Cost recovery vs. outpricing event organizers
  - Differing cost recovery objectives among departments
- Outcome
  - 100% cost recovery for City services in support of events
    - This may outprice some events

Proposed Changes

- Concerns
  - Private property (no “event” permit requirement)
  - May draw on City services for support
  - Public impact to effected area
- Outcome
  - Create an online resource for event planners to identify what permits an organizer will need
  - Allow private events to fill out an application so the City is aware of potential impact

Ordinance Updates:

Current Process

Preliminary Application

Final Application

Informal Checklist

Permit Awarded

vs

Proposed Process

Application

- Notice to Proceed from the Special Event Approval Team

Formal Checklist

Permit Awarded

Ordinance Updates:

- Formalizes the Special Event Approval Team
- Adds EMS requirements
- Includes ADA guidelines
- Creates new application deadlines based on the size and scope of the event
- Defines a Special Event Impact Area for special events and private events
- Management Associations

Questions