



Summary of Special Event Code Changes

The [Special Event Code](#) and Process is a tool used by the City to facilitate, mitigate and regulate Special Events that are representative of our community.

At the April 7, 2022 City Council meeting ([report](#) p.6 / [minutes](#) p. 1), the City's Special Events team was directed to explore changes to the Special Event Code and Process to balance community quality of life and event impacts.

On September 15, 2022 ([report](#) p. 328 / [minutes](#) p. 19), specific code changes were approved to focus on events that tie to our authentic culture and community, while ensuring proper impact mitigation. The goal is to ensure that City-approved events align with the community's values and objectives. While economic benefit will no longer be a standard of review, we recognize the positive economic impacts many Special Events have. The Code will also continue to facilitate events in resort areas, as both Deer Valley and Park City Mountain resorts have the infrastructure and staffing to support them.

A summary of the Special Event Code changes:

- Remove duplicate/redundant language and clarify definitions.
 - Add new event category, Community Identifying Events
- Update Standards of Review
 - Remove language about economic benefit.
 - Edit language to prioritize events that forward community values.
- Create additional Peak Times, noting times that new events will not be allowed during said times.
- Create Local Times when only small community-focused events will be allowed (events with transportation and public safety impacts will not be permitted)
- Change application deadlines.
 - Level Four and Five events can apply two times a year, instead of three.
 - Clarify that all application deadlines are before marketing begins, not before the first day of the event.
- Renovate the Special Event Fee Reduction process.
 - Limit application allowance to no more than three times. This will begin for FY 24 and apply retroactively to previous applications.
 - 100% fee reduction is only available one time.
 - Update the administrative process for requests under \$25,000.
 - Provide exceptions for applying for Fee Reduction for Community Identifying Events
- Update Special Event application fees.
 - Adjust application fees to reflect administrative time it takes to review applications (these fees have not been updated since 2018)
 - Special Event application fees are separate from other fees for operational items such as Police, Transit, Parking, Building Permits, Facility Use, Equipment Use, and Trails Fees.

- We anticipate fees to be updated over a two-year process. The first update will be complete by July 1, 2023, as part of the City's Budget process, and will go into effect immediately. These changes include fees noted below. The second fee update will be completed by July 1, 2024, as part of the City's Budget process, and each of the fees below will double. We took this approach to provide time to events to budget for the changes.

10.14 Special Event Application Fee (Processing and Analysis)

• Level Five Event	\$640.00	\$5,188
• Level Four Event	\$320.00	\$1,918
• Level Three Event	\$160.00	\$905
• Level Two Event	\$ 80.00	\$488
• Level One Event	\$ 40.00	\$410
• Community Identifying Event	10% of fees listed above	
• First Amendment Event		\$40
• Film Permit Application Fee		\$80