



## **MEMORANDUM**

**To:** Mayor and City Council

**From:** Sustainability Commission

**Date:** January 24, 2011

**Subject:** **Special Event Requirements**

---

### **BACKGROUND**

The Sustainability Commission continues to enthusiastically pursue the Green Communities certification; however, we have recently begun to consider policies that are also outside of the measures that promote sustainability in the community. The Sustainability Commission would like the Mayor and City Council to consider a text amendment to the special events ordinance that would require a recycling plan as a function of a special events application.

### **DISCUSSION**

Section 26-268(f) identifies application requirements for special events, and the Commission would like to propose adding a line-item that also requires a recycling plan to be submitted at the time of application. If the Mayor and City Council agrees, the Commission would like to develop the recycling plan criteria separately from the ordinance, perhaps as a policy. Below, you will find the excerpt from Chapter 26, Section 26-268(f) pertaining to application requirements for special events:

The application 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 (e) 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 residentially zoned locations and in no event earlier than 8:00 a.m. nor later than 12:00 midnight in commercially zoned locations;
- (4) Schedule of proposed activities;
- (5) Projected attendance at the special event;
- (6) Plans for parking that show the special event is not overly disruptive to neighboring businesses and residences;



- (7) Plans for restroom facilities and sanitation concerns;
- (8) Plan for crowd and traffic control.
- (9) Plan for recycling collection.

**RECOMMENDATION**

The Sustainability Commission recommends amending the ordinance to require that a recycling plan be submitted at the time of application for a special event permit.

**AN ORDINANCE AMENDING CHAPTER 26 OF THE CITY OF DUNWOODY CODE OF ORDINANCES BY ADDING A RECYCLING PLAN AS A REQUIREMENT OF SPECIAL EVENT APPLICATIONS**

WHEREAS, The City of Dunwoody has heretofore adopted an ordinance for Public Assemblages and Special Events, Codified as Article VIII of Chapter 26 of the Code of the City of Dunwoody (the "Code"); and

WHEREAS, the City desires to continue and promote a policy of sustainability throughout the City and in all facets of the City operation; and

WHEREAS, the Mayor and City Council are aware that robust special events in the City may have tendencies to produce much disposable litter as well as waste that can be recycled to promote a greener and more sustainable community; and

WHEREAS, the City Council, in order to promote said greener community, wishes to require all special event producers to submit a recycling plan to the City as part of their application for a Special Event permit.

THEREFORE, Mayor and City Council of the City of Dunwoody hereby ordain:

**Section 1:** The Assemblages in Public Places ordinance, Chapter 26, Article VIII, Division 3 (Special Events) of the City of Dunwoody Code of Ordinances, is hereby amended, by adding subsection (f)(9) to Section 26-268 ("Application") to read as follows:

**ADDITIONS = UNDERLINED**  
**SUBTRACTIONS =**

**Sec. 26-278. Application**

.....

(f) The application shall include the following information:

.....

(9) Plan for recycling collection, in accordance with the criteria established by Resolution of the City Council.

**Section 2:** This Amendment shall become effective immediately upon its adoption by the City Council, and incorporated into the Code of the City of Dunwoody, Georgia. This Amendment hereby repeals any and all conflicting ordinances and amendments.

SO ORDAINED, this \_\_\_\_\_ day of February, 2011.

Approved:

\_\_\_\_\_  
Ken Wright, Mayor

ATTEST:

Approved as to Form and Content:

\_\_\_\_\_  
Sharon Lowery, City Clerk  
(Seal)

\_\_\_\_\_  
Brian Anderson, City Attorney