SEATTLE PARKS AND RECREATION

Department Policy & Procedure

Subject: **Supplemental Use Management Guidelines for Downtown Parks.**	Number **060-P 7.13.1.13**
	Effective October 14, 2013
	Supersedes: **060-P 7.13.1.10** -- Supplemental Use Management Guidelines for Market Park. August 9, 1983 **060-P 7.13.1.2** -- Supplemental Use Management Guidelines for Freeway Park. June 1, 1982 **060-P 7.13.1.5** -- Supplemental Use Management Guidelines for Occidental Park and Mall. June 1, 1982 **060-P 7.13.1.9** -- Supplemental Use Management Guidelines for Waterfront Park. August 9, 1983
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1.0 PURPOSE

1.1 To define the permissible activities and requisite conditions for normal use and special events at specific downtown parks.

1.2 Parks included under these guidelines:

City Hall Park
Denny Park
Freeway Park
Hing Hay Park
Myrtle Edwards Park
Occidental Square Park
Pier 62/63
Victor Steinbrueck Park (formerly Market Park)
Waterfront Park
Westlake Park

2.0 ORGANIZATIONS AFFECTED (In addition to those mentioned in reference 3.1)

2.1 Adjacent businesses
2.2 Adjacent residents
2.3 Community organizations

2.4 City departments and regulatory agencies

3.0 REFERENCES

3.1 Policy and Procedure 060-P 7.13.1, Use Management Guidelines for Parks and Recreation Facilities.
3.2 Policy and Procedure 060-P 7.1.2 – Use Permits for Outdoor Special Events and Certain Other Facilities
3.3 Seattle Municipal Code (SMC) Chapter 15.52 – Crowd Control Events.
3.4 Seattle Municipal Code (SMC) Chapter 18.12 – Parks Code
3.5 Seattle Municipal Code (SMC) Chapter 25.08 – Noise Control
3.6 If amendments to these guidelines are considered prior to 1/1/2019, the Parks department shall reference the settlement agreement resolving *Real Change et al v. City of Seattle*, United States District Court for the Western District of Washington, Case No. 2:12-cv-681.

4.0 POLICY

The use of parks listed under Section 1.2 is governed by reference 3.1 and the guidelines of this Policy and Procedure.

4.1 Normal Use - Permissible normal use shall include a mix of passive and active recreational uses to support a healthy level of positive use by workers, residents, visitors, and families throughout normal park open hours.

4.1.1 No equipment, vehicular or non-vehicular, that, in the judgment of the Superintendent, exceeds the structural load capacity of a park may be brought into that park.

4.2 Special Events

4.2.1 Permissible Special Events:
Community functions (i.e., picnics, dances, etc.)
Street fairs
Arts and crafts exhibits
Community festivals
Concerts, plays, dance performances
Farmers markets
Fine arts exhibits, temporary installations, performances
Commercial filming and photography
Educational and/or promotional events
Fundraisers
First Amendment/Constitutionally protected events (expressive activity)

4.2.2 No more than one special event will be scheduled at the same time unless the proposed events are determined by the Department not to conflict with one another.

4.2.3 The size or number of special events will be limited by the estimated number of participants and the capacity of an individual park, as determined by the Department.

4.2.4 Any special event that could attract a large number of participants is subject to additional requirements as stipulated by the Department. This may include the provision of portable toilets, dumpsters, event clean-up and other mitigating measures.

4.2.5 Events that exceed noise levels set forth in Seattle Municipal Code 25.08. are prohibited.

4.3. Vending and Concessions

4.3.1 Vending concessions (vending not associated with specific special events) will be permitted only if reviewed and approved by the Superintendent.

4.3.2. Permissible items for vending:
Food, per regulations of Public Health – Seattle & King County
Farmers' produce
Arts
Crafts
Portable, non-food items such as clothing, clothing accessories, bags, novelties, books and periodicals, jewelry, etc.

4.3.3 Vending of any kind will only be permitted in locations where pedestrian traffic is not adversely hindered.

4.4 Responsibility for litter

4.4.1 Special event permits, park use permits, or contracts issued for vending operations will require the operator to provide sufficient refuse containers and to be responsible for litter associated with that operation.

4.5 Constitutionally Protected/First Amendment Events

4.5.1 SMC 18.12.250 prohibits camping in City of Seattle parks. DPR may consider an overnight presence in a park as an expressive activity.

4.5.2 DPR will not permit more than forty-eight (48) consecutive hours of expressive activity involving an overnight presence at any one park.

4.5.3 DPR will not permit more than one activity involving an overnight presence at any one park in a 30-day period.

4.5.4 A maximum of five (5) canopies or tents not exceeding ten (10) feet by ten (10) feet will be allowed as part of an overnight presence.

4.5.5 Overnight activity may not interfere with construction, park maintenance, public works projects, or previously permitted events. Overnight activity may not hinder the public's ability to use the park, its access routes and features. It may not unduly

compromise the safety or persons or property.

4.5.6 Overnight activity requires access to restroom facilities within two hundred (200) feet of the park. Permittee must provide enclosed/contained portable restroom facilities or show proof of 24-hour access to restroom facilities.

5.0 DEFINITIONS – See reference 3.1.

6.0 RESPONSIBILITY

6.1 The Event Management Office is responsible for scheduling reservations and issuing permits for all special events at downtown parks.

6.2 The Event Management Office is responsible for maintaining a publicly accessible website listing all events permitted by the Special Events Committee.

6.3 The Event Management Office, in collaboration with the Center City Parks unit, is responsible for reviewing applications for Use Permits, and ensuring that event organizers are aware of all appropriate permit requirements.

6.4 The Center City Parks unit is responsible for reviewing proposed concession contracts for vending within the parks listed in Section 1.2.

6.5 Special events that exceed the capacity of a park either by land area or estimated participants must be reviewed by the Special Events Committee.

7.0 PROCEDURES

7.1 Violation of Special Event Permit, Use Permit, or Contract Conditions

7.1.1 When the conditions of a special event permit, use permit, or contract are violated, the permit may be revoked and any remaining dates scheduled under that event permit cancelled. When possible, the permit-holder will first be given the opportunity to remedy the violation rather than have the permit revoked.