

# **Office of Special Events, Film & Tourism**

Tour Service for Hire – Quadricycle Boundary  
Special Events Application Timeline



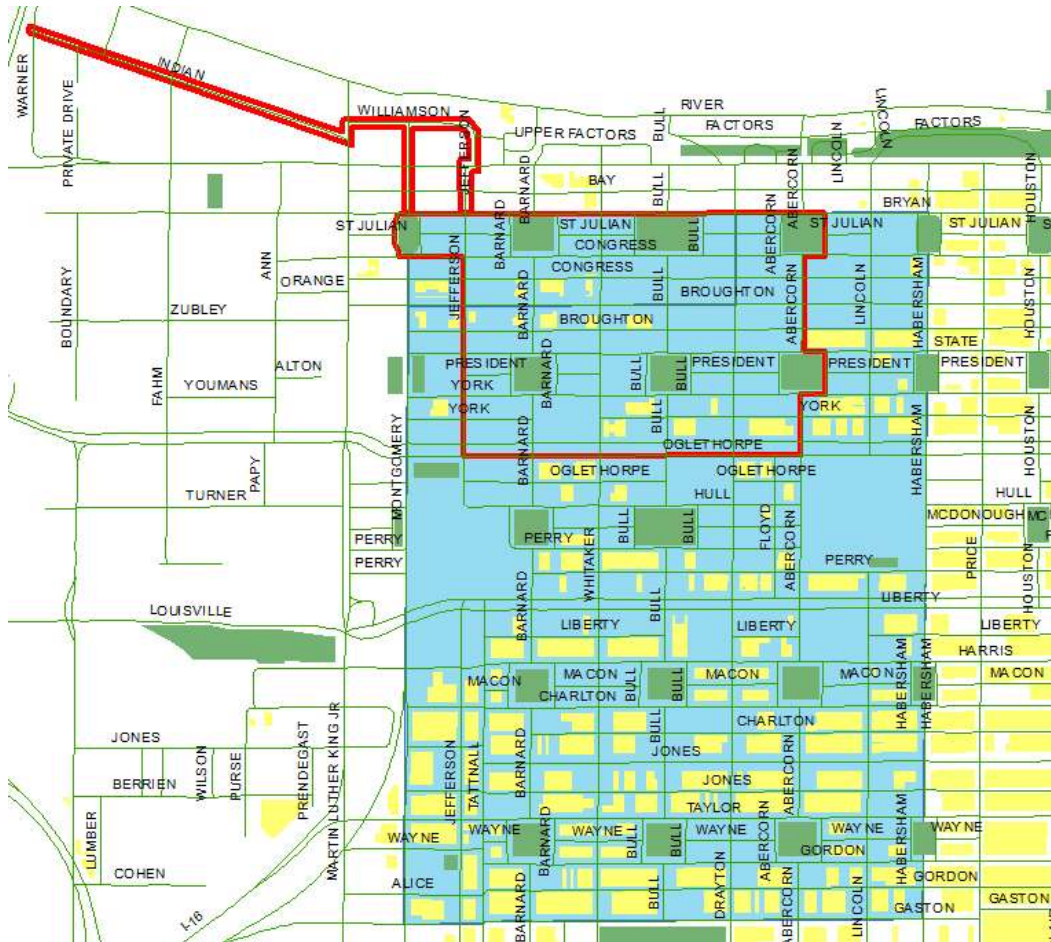
# Quadricycle Modifications

Sec. 6.1577. - Movement of quadricycles in City.

It shall be unlawful to ride quadricycles on sidewalks within the City's corporate limits.

Quadricycles shall only operate in the area encompassing Jefferson Street to the west, **Oglethorpe Avenue to the south**, Abercorn Street to the east, and Bryan Street to the north.

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## Proposed Quadricycle Boundaries

- Oglethorpe Avenue
- Warehouse District
- Less Residential Impact

# **SPECIAL EVENT ORDINANCE**

- Application Submission and Review
  - 1 Year Out
  - 90 Days to Event
  - Administrative Shortened Timeline
  - 30 days to review by City
  - Provision for 18 months out for NEW EVENTS that do not fall on a projected event date already taken. (Allows time to plan, one time use only)
- Denials
  - Based on not fulfilling obligations listed in application
  - Violated the provisions of a permit within the past 3 years (rolling)
  - Application not submitted on time
  - Incomplete applications
  - Fees not paid accordingly

## Sec. 3-6004. – Special event application.

- (a) A special event application shall be submitted to the City for review.
- (b) Except as described in section 3-6004(c), special event applications shall be submitted:

- (1) No sooner than 365 days prior to the start of the event
- (2) No later than 90 days prior to the start of the event

### **(c) Special event application exceptions**

- (1) Applications for an event's initial year may be submitted for review up to eighteen months prior to the start of the event.
- (2) This provision shall not apply to weddings or wedding receptions.
- (3) A shortened timeline may be administratively applied if an event does not require extensive review, does not close any City of Savannah streets, or if the event is expected to have fewer than 100 participants.**

# SEIR

- Special Event Impact Rating
- Categorizes event by impact, rather than type
- Allows for organizer to determine HOW MUCH they are willing to put into the process
- Holds organizer accountable to requirements
- Allows for denial if organizer cannot guarantee commitment to requirements
- Clearly defined and logical
- Transparent
- In application, resource guide, and found online

# SEIR

SPECIAL EVENT IMPACT RATING					
	SEIR 1	SEIR 2	SEIR 3	SEIR 4	SEIR 5
ATTENDANCE	Less than 100	101-299	300-999	1000-4999	Over 5000
DISTANCE	1 Block Only	5K or 2 - 5 Blocks	10K or 5 - 10 Blocks	Half / Full or 10 -15 Blocks	Full or 15+ Blocks
DATES	Off Peak	Off Peak	Peak	Peak	Peak
LOCATION			Core Impact Area	Core Impact Area	Core Impact Area
STREET CLASS	Local Only	Local Only	Collector	Arterial	Arterial
STREET CLOSURES	1 Block Only	Intermittent Traffic Control	Yes	Yes	Yes
PARKING CLEAR	No	No	Yes	Yes	Yes
AMPLIFIED SOUND	No	9 AM - 11 PM	7 AM * - 11 PM *w/ restrictions	7 AM * - 11 PM *w/ restrictions	Extraordinary Requests
ALCOHOL	No	Yes	Yes	Yes	Yes
PRIMARY PARK / SQUARE CLASS	Residential Squares Only	Commercial or Large Parks	Large Parks Only	Large Parks Only	Large Parks Only
CITY RESOURCE NEED	None	PD Only	Minor	Substantial	Major
	Application	Application	Application	Application	Application
	Signature Sheet (All Temporary Block Closures)	Signature Sheet (Temporary Block Closures)	Signature Sheet (Temporary Block Closures)	Signature Sheet (Temporary Block Closures)	Signature Sheet (Temporary Block Closures)
	Add to City Calendar	Add to City Calendar	Add to City Calendar	Add to City Calendar	Add to City Calendar
		Permit Review Meeting	Permit Review Meeting	Permit Review Meeting	Permit Review Meeting
		Notify Route (Door to Door)	Notify Route (Door to Door)	Notify Route (Door to Door)	Notify Route (Door to Door)
		Clean Up Plan	Clean Up Plan	Clean Up Plan	Clean Up Plan
		Medical Plan	Medical Plan	Medical Plan	Medical Plan
		Site Plan	Site Plan	Site Plan	Site Plan
		Security Plan	Security Plan	Security Plan	Security Plan
			Noise Control Plan	Noise Control Plan	Noise Control Plan
			Notify Associations	Notify Associations	Notify Associations
			30-60 Day notification area	30-60 Day notification area	30-60 Day notification area
			Community Outreach Plan	Community Outreach Plan	Community Outreach Plan
			Neighborhood Meetings	Neighborhood Meetings	Neighborhood Meetings
				Council Presentation	Council Presentation

SEIR LEVELS are assigned to events based on the highest single category classification reached.

EVENT REQUIREMENTS are based on the SEIR Level that corresponds to the event.

**Example:** A 125 runner 5K that crosses a collector roadway automatically increases from SEIR 2 to SEIR 3.

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Office of Special Events,  
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Event Requirements Scale with Event Impact Level

## EXAMPLE 1 –

- 35 Person Wedding
- Off Peak
- No Parking Need
- No Sound
- No Alcohol
- Residential Square
- SEIR 1 Rating

# THANK YOU



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City of Savannah / Office of Special Events, Film & Tourism