

**ORDINANCE TO
AMEND SECTION 428-7(A) (SPECIAL EVENT DEFINITIONS) AND 428-7(C) (SPECIAL
EVENT EXEMPTIONS) OF THE CITY OF WATERTOWN GENERAL ORDINANCES**

**SPONSOR: ALD. DAVIS
FROM: PUBLIC SAFETY AND WELFARE**

The Common Council of the City of Watertown does ordain as follows:

SECTION 1. §428-7 A. Definitions of the Watertown Code of Ordinances is hereby amended to read as follows:

SPECIAL EVENT

A temporary planned occurrence on public or private property and involves at least one of the circumstances listed below:

- (1) Produced or sponsored by a person or organization for which the event ~~is extraordinary in that it is not ordinarily conducted on a daily or regular normal average use basis as a lawful use of the premises upon which such event is to occur;~~ interferes with the normal flow of vehicular or pedestrian traffic or the normal, lawful use of public property.
- (2) Exclusive use of all or part of City-owned facilities, within the City boundaries, such as buildings, parks, open spaces, streets, parking lots, athletic fields, etc., but does not include normal park shelter rentals;
- (3) Cannot be held completely within the confines of an existing **public** building, **or public** park;
- (4) Will involve the temporary closing of a public street, alley, parking lot or public right-of-way;
- ~~(5) Will have over 300 people attending the event (or multiple events as part of a series) on private property, except those situations explained in Subsection C of this section;~~
- (65) Will require extraordinary services by any City department.

SECTION 2. §428-7(C) Special Events, Exemptions of the Watertown Code of Ordinances is hereby amended to read as follows:

C. Exemptions.

- ~~(1) The requirement under § 428-7 shall not apply to any regularly established place of worship, stadium, athletic field, arena, auditorium, coliseum or other permanently established place of assembly for special events for which it is reasonably anticipated that the number of persons attending will not exceed the maximum seating capacity of the structure where the assembly is held.~~
- (1) The requirement under § 428-7 shall not apply to:
 - [1] Any regularly established place of worship, stadium, athletic field, arena, auditorium, coliseum or other permanently established place of assembly for special events for

which it is reasonably anticipated that the number of persons attending will not exceed the maximum seating capacity of the structure where the assembly is held.

- [2] Events held entirely on private property that have no street closures and sufficient parking available for all anticipated attendees.
- [3] Events on property otherwise exempt from the City of Watertown permitting requirements, such as events wholly contained on property owned by the State of Wisconsin or United States federal government.
- [4] Funeral processions.

~~(2) Funeral processions.~~

(2) The exceptions set forth in §428-7(C)(1) would not apply if the proposed event:

- [1] Would block access to the entrance to any adjacent building or driveway.
- [2] Would occupy more than half of the width of any pedestrian walkway or would obstruct the free and orderly flow of pedestrian traffic within any pedestrian walkway.
- [3] Is within an area reserved for another person by a permit for a special event, unless with the permission of the person to whom the permit has been issued.

SECTION 3. All ordinances or parts of ordinances inconsistent with the provisions of this ordinance are hereby repealed.

SECTION 4. This ordinance shall take effect and be in force the day after its passage and publication.

Adopted June 2, 2026

Signed - Megan Dunneisen- City Clerk

Approved June 2, 2026

Signed - Robert Stocks- Mayor

Ord. 26-15