



## PERMIT PROCESS FOR PUBLIC DEMONSTRATION PERMIT

Thank you for your interest in conducting a demonstration in a Chelan County PUD Park. Attached is an application for Public Demonstration. You can submit the attached application seeking use of designated areas in the following parks: Kirby Billingsley Hydro Park, Wenatchee Riverfront Park, Walla Walla Point Park, Rocky Reach Dam Park, Beebe Bridge Park, Chelan Falls Park, Chelan Falls Powerhouse Park and Chelan Riverwalk Park. Designated areas are identified in section IX, below.

Upon receipt of your fully executed application, we will time and date stamp as received and then process it as promptly as possible (within no later than ten (10) business days of receipt). If a meeting would be helpful to discuss the details and requirements associated with your proposed activity, or if you have any questions, please contact the Parks Department by telephone at (509) 661-4551. If we would like to schedule a meeting we will contact you at the telephone number listed on your application. Thank you for visiting our parks, and we look forward to working with you.

**I. WHERE TO APPLY.** Applications must be filed between the hours of 8am and 5pm, Monday thru Friday, except holidays, at Parks Department, 327 N. Wenatchee, Ave., Wenatchee, WA 98801.

**II. WHEN TO APPLY.** Permit applications for demonstrations must be received at least one (1) week in advance of the proposed activity. We process fully executed applications on a first-come-first-serve-basis. (see more information in Section VIII below)

**III. APPLICATION FORMS.** If you need another copy of this application, please visit our website at: [http://www.chelanpud.org/parks/demonstration\\_permit](http://www.chelanpud.org/parks/demonstration_permit)<sup>1</sup> or call the number listed above. A fully executed application must be received at the Parks Department within the time limits set out in the preceding section.

### **IV. DEFINITIONS.**

**The following definitions are referenced from Resolution No. 14-13916 and existing park rules.**

**Demonstrations.** The term “demonstrations” includes demonstrations, picketing, speechmaking, marching, holding vigils, and all other like forms of conduct that involve the communication or expression of views or grievances, engaged in by one or more persons, the conduct of which is reasonably likely to attract a crowd or onlookers. This term does not include casual park use by visitors that is not reasonably likely to attract a crowd or onlookers. A Demonstration does not include a Special Event as that term is defined and used in the District’s Special Event Protocol.

**Demonstration Permit** shall mean a permit required by the District for groups of 25 persons or more to conduct a Demonstration within a District Park.

**Designated Available Park Areas.** The term Designated Available Park Areas shall mean those locations identified as available for demonstrations and posting under this section. An example of staff designations is included as an Appendix hereto. The District must identify on a map, which must be available in the offices of the District and online, the locations identified as available for demonstrations (including marches or “moving” demonstrations) and the posting of Printed Matter. In selecting Designated Available Park Areas, the District shall consider if the activities within the location would:

- a) Cause injury or damage to park resources;
- b) Unreasonably impair the atmosphere of peace and tranquility generally encountered at the particular park at issue;
- c) Unreasonably interfere with interpretive, visitor service, or other program activities, or with the administrative activities of the park;
- d) Substantially impair the operation of public use facilities or services of park concessionaires or contractors;
- e) Present a clear and present danger to the public health and safety; or
- f) Be incompatible with the nature and traditional use of the particular park at issue.

By offering designated areas as provided in this section for demonstrations and the posting of Printed Matter, the District is creating a limited public forum only, and is not creating a public forum or designated public forum. The District retains the right to limit demonstrations and posting of printed matter as provided in this policy or to discontinue such activities at its discretion.

<sup>1</sup>This is not for general shelter usage for family/company picnics. For these types of events, go to the online system to make a reservation (<http://www.chelanpud.org/reserve-park-shelter.html>) or print out the application [http://www.chelanpud.org/documents/Parks\\_Application\\_rvsd\\_030314\\_\(ltr\).pdf](http://www.chelanpud.org/documents/Parks_Application_rvsd_030314_(ltr).pdf). Special Events CANNOT be submitted online.

District Parks shall mean those parks owned and operated by the District.

Existing District Structure shall mean kiosks, racks and other displays, provided by the District.

Special Event shall mean any activity, other than athletic, held on District park property which involves one or more of the following:

A permitted activity which is either, open to the general public, for the purpose of raising funds, or involves collecting monies or tickets on park property and may be in variance of the general use of the facility, in excess of the carrying capacity for the requested area and/or creates additional impact to general park use. Examples of a special event include walks, runs, concerts, festivals, fairs, cook-offs or other non-routine celebrations or happenings. All approved special events shall provide liability insurance naming the District as additionally insured and as the certificate holder.

To apply for a Special Event, complete an application at the Parks Department at 327 N Wenatchee Avenue, Mon-Fri, 8am-4pm or go to our website [http://www.chelanpud.org/documents/Parks\\_Application\\_rvsd\\_030314\\_\(ltr\).pdf](http://www.chelanpud.org/documents/Parks_Application_rvsd_030314_(ltr).pdf) to print out an application.

## V. DEMONSTRATIONS IN DISTRICT PARKS

- a) Demonstrations within a District Park will be allowed solely in Designated Available Park Areas.
- b) Demonstration Permits. Demonstrations within Designated Available Park Areas require a Demonstration Permit unless the Demonstration is exempt as set out below in Section 3(c).
- c) Demonstration Permit Exception.
  - i. Demonstrations involving 25 persons or fewer may be held without a permit within Designated Available Park Areas, provided that:
    - A. None of the reasons for denying a permit that are set out below in Section 5(d) are present;
    - B. The group is not merely an extension of another group already availing itself of the exception under this provision;
    - C. The demonstration will not unreasonably interfere with other permitted demonstrations and special events, or park program activities; and
    - D. Hand-carried signs may be used, but stages, platforms, or structures may not be used without a permit.
  - ii. With respect to demonstrations held under this exception, the demonstration organizer is requested but not required to provide reasonable notice of the proposed event to the District, including whether there is any reason to believe that there may be an attempt to disrupt, protest, or prevent the activity.
  - iii. The 25-person maximum for the Demonstration Permit exception in this section may be reduced to a lower number with respect to a particular Designated Available Park Area, and a Demonstration Permit required for a group exceeding the reduced number, but only if:
    - A. The District issues a written determination that a 25-person group cannot be reasonably physically accommodated within that area; and
    - B. The written determination is made available at the office of the District and online.
  - iv. In the event two or more groups taking advantage of the Demonstration Permit exception seek to use the same Designated Available Park Area at the same time, and the area cannot reasonably accommodate multiple occupancy, the District will, whenever possible, direct the later-arriving group to relocate to another available Designated Available Park Area.

## **VI. RESTRICTIONS**

- a) Content containing any of the following characteristics is not permitted in demonstrations conducted within District Parks:
  - i. Alcohol/tobacco/marijuana or other unlawful drugs.
  - ii. Adult/mature rated films, television or video games or other products rated by the industry as only suitable for mature audiences.
  - iii. Adult entertainment or establishments, including but not limited to adult book or video stores, adult Internet sites, adult telephone services, and adult escort services.
  - iv. False or misleading content that the poster or speaker knows or would reasonably be expected to know is false, fraudulent, misleading, deceptive or would constitute a tort of defamation or invasion of privacy.
  - v. Obscene or indecent content, including but not limited to objectionable sexual or harmful subject matter that is offensive based on contemporary community standards or would reasonably foresee harm to, disruption of or interference with the operation of the District's parks.
  - vi. Discriminatory, insulting, disparaging or degrading material directed at a person or group that is intended to be or could be interpreted as being disrespectful based on characteristics protected under federal or state law or that is so offensive as to reasonably foresee that it will incite or produce imminent lawless action in the form of retaliation, vandalism or other breach of public safety, peace and order.
  - vii. Illegal activity, including any content that promotes any activity or product that is illegal under federal, state or local law or any posting that contains material that is an infringement of intellectual property rights including copyright or trademark logos.
  - viii. Profanity and violence, including content that encompasses profane language or portrays images or descriptions of graphic violence, intentional infliction of pain or violent action towards or upon a person or animal.
  - ix. Content that encourages or depicts unsafe behaviors or encourages unsafe or prohibited activities within a District Park.

## **VII. PERMIT PROCEDURE**

- a) Application for Demonstration Permit. An application for a Demonstration Permit application shall provide the following information:
  - i. The name of the applicant or the name of the organization (if any) and the organization's authorized representative;
  - ii. The date, time, proposed duration, nature, and Designated Available Park Area proposed for use;
  - iii. An estimate of the number of persons expected to attend;
  - iv. A statement of equipment and facilities to be brought and used by the applicant; and
  - v. Whether there is any reason to believe that there will be an attempt to disrupt, protest, or prevent the Demonstration.
- b) Demonstration Permit Criteria. A Demonstration Permit will be approved for a Designated Available Park Area unless:
  - i. The District has granted or will grant a prior application for a permit for the same time and place, and the activities authorized by that permit do not reasonably allow multiple demonstrations in that particular Designated Available Park Area;
  - ii. It reasonably appears that the demonstration will present a clear and present danger to public health or safety;
  - iii. The event is of such nature or duration that it cannot reasonably be accommodated in the particular location applied for, considering such things as damage to District Park resources or facilities, impairment of a District Park's recreational purposes, interference with program activities, or impairment of public use facilities;
  - iv. The application was submitted prior to January 1 of the calendar year for which the permit was requested (provided that, applications for a demonstration to take place during the first two weeks of a calendar year may be submitted on or after December 14 of the preceding calendar year);

- v. The activity would constitute a violation of those restrictions set forth in Section VI above, or other District policies or regulations.
- c) Application timing. The District will accept applications for Demonstration Permits for an upcoming calendar year beginning January 1 of that year. Applications received prior to January 1 will be date stamped and placed in the holding folder for processing on the first working day of the new year (provided that, applications for a demonstration to take place during the first two weeks of a calendar year may be submitted on or after December 14 of the preceding calendar year).
- d) Permit Processing. With respect to applications for a Demonstration Permit, the District must issue a permit or a written denial within ten business days of receiving a complete and fully executed application. If a permit is denied, the District's written denial will include the reasons for the denial.
- e) Permit Conditions. A Demonstration Permit may contain conditions reasonably consistent with the requirements of public health and safety, protection of park resources, and preservation of the park's recreational purposes.
- f) Permit Durations.

Demonstration Permits.

- A. Demonstration Permits may be issued for a maximum of five consecutive days.
- B. A Demonstration Permit may be extended for up to five days, but a new application must be submitted for each extension requested.
- C. A requested extension may be denied if another applicant has requested use of the same Designated Available Park Area and the location cannot reasonably accommodate simultaneous demonstrations.
- g) Misrepresentation. No applicant may make misrepresentations in its permit application, and any such misrepresentations may result in the permit being declared void and revoked. It is specifically prohibited for applicants engaged in posting of printed matter under this section to misrepresent the purposes or affiliations of those engaged in the distribution.
- h) Permit Violations and Revocation.
  - i. Violation of these regulations or the terms of the permit is prohibited and will be grounds for revocation of a permit.
  - ii. The District may also revoke a permit, or order a small group Demonstration Permit exception activity to cease, when any of the conditions listed in paragraphs c or d of this section 5 exist.
  - iii. Whenever practicable, the District will make the revocation or order to cease in writing, with the reasons clearly stated. In emergency or exigent circumstances, the District may make an immediate verbal revocation or order to cease, followed by written confirmation within 72 hours.

**VIII. Demonstration Permitted Areas:**

- a) \*All park trails contained within the Parks listed below, subject to the factors set forth in Parks Policies Relating to Postings and Demonstrations, Section 1(c), are designated as moving demonstration areas

**Chelan Riverwalk Park**

- Flag pole area, Pavilion, Picnic Shelter

**Chelan Falls Powerhouse**

- Kiosk location (parking lot trail head) or picnic shelter

**Chelan Falls**

- Kiosk locations near north and south restroom or picnic shelter

**Beebe Bridge**

- Kiosk location near day use restroom or picnic shelter

**Rocky Reach Dam Park**

- Picnic shelters or other permitted area

**Walla Walla Point Park**

- Kiosk (to be constructed ) Beach restroom, picnic shelters, main park entrance (turf area)

**Wenatchee Riverfront**

- Sternwheeler area (mall), walk bridge kiosk area

**Kirby Billingsley Hydro Park**

- Picnic shelter, Kirby memorial area

**IX. LIMITED NO-PERMIT ALLOWANCE FOR SMALL-GROUP DEMONSTRATION.** A demonstration involving 25 or fewer persons may be held without a permit, provided that other conditions required for the issuance of a permit are met, and provided further that the group is not merely an extension of another group already availing itself of the 25-person maximum or will not unreasonably interfere with other demonstrations or special events. Those utilizing the no-permit allowance may use small speaker lecterns; the use of portable signs or banners is not restricted; however, if there is a need to erect a temporary speaking platform or stage then you will need to submit a permit application . Individuals and organizations are still encouraged to contact the Parks Department in advance of a proposed activity to determine if the space is already under permit to another group.



**PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY**  
**Application for Permit to Conduct Demonstration**

Date of Application \_\_\_\_\_

*PERMIT GOOD FOR MAXIMUM OF 5 DAYS*

Individual/Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone/Mobile: \_\_\_\_\_ Fax: \_\_\_\_\_ Website/Email: \_\_\_\_\_

Person in charge of activity: \_\_\_\_\_

Address: \_\_\_\_\_

Day Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

*One person must be listed as in charge of the activity. If different individuals are to be in charge of various activities at different locations, please list their names and contact information in the space below.*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

<i>Set-up Dates</i>	<i>AM/PM</i>		
Starting	From	Ending	To
<i>Activity Dates</i>	<i>AM/PM</i>		
Starting	From	Ending	To
<i>Break-down dates</i>	<i>AM/PM</i>		
Starting	From	Ending	To

Please mark ALL proposed locations (include assembly and dispersal areas):

- Chelan Riverwalk:**  Flag pole area       Pavilion, Picnic Shelter
- Chelan Falls Powerhouse:**  Kiosk (parking lot trailhead)       Picnic Shelter
- Chelan Falls:**  Kiosk near North restroom       Kiosk near South restroom       Picnic shelter
- Beebe Bridge:**  Kiosk near day-use restroom       Picnic shelter
- Rocky Reach Dam:**  Upper picnic shelter       Lower picnic shelter
- Walla Walla Point Park:**  Kiosk at beach restroom       Picnic Shelter #1       Picnic Shelter #2  
 Main entrance (turf area)
- Wenatchee Riverfront:**  Sternwheeler/5<sup>th</sup> Street area/Walking bridge Kiosk area
- Kirby Billingsley Hydro Park:**  Picnic Shelter       Kirby memorial area

Estimated maximum number of participants for EACH park area to be used (including organizers, volunteers, participants and spectators): \_\_\_\_\_

Purpose of activity: \_\_\_\_\_  
 \_\_\_\_\_

Plan for proposed activity (include all speakers, a complete time schedule of the activity, proposed routes for any marches or parades, plans for the orderly termination and dispersal of activity that might affect regular flow of city traffic, etc.)

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Please indicate any of these items that will be used during the proposed activity:	<input type="checkbox"/> Podium	<input type="checkbox"/> Tent(s) Size(s): _____ Quantity: _____	<input type="checkbox"/> Chairs Quantity: _____	<input type="checkbox"/> Portable Sound System
	<input type="checkbox"/> Generator(s) Quantity: _____ Type: _____	<input type="checkbox"/> Tables Quantity: _____	<input type="checkbox"/> Press Riser Size: L___ W___ H___	<input type="checkbox"/> Lighting Equipment <input type="checkbox"/> Camera Tripod Quantity: _____
<input type="checkbox"/> Stage(s) Size: L___ W___ H___	Estimated # of Buses: _____	<input type="checkbox"/> Portable Restrooms Quantity: _____	<input type="checkbox"/> Jumbotrons (movie screen) Quantity: _____ Size: _____	

Please list all other equipment (include any necessary medical/trailers):

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What are your cleanup and/or recycling plans? \_\_\_\_\_

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How will cleanup members be identified? \_\_\_\_\_

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**Activity Disruption**

Do you have any reason to believe or any information indicating that another individual, group or organization might seek to disrupt the activity for which this application is submitted?  Yes  No

If "yes", please contact Chelan PUD Parks Department to provide information pertaining to potential disruption of your proposed activity.

**Law Enforcement and/or Volunteers**

Will applicant furnish law enforcement and/or volunteers? <input type="checkbox"/> Yes <input type="checkbox"/> No	How many?
List the functions law enforcement and/or volunteers are expected to perform? _____	
How will law enforcement and/or volunteers be identified? _____	

Person(s) responsible for supervision of law enforcement and/or volunteers (for each location):

<i>Name(s)</i>	<i>Location(s)</i>	<i>Contact information during activity (address/phone)</i>
_____	_____	_____
_____	_____	_____
_____	_____	_____

What communications equipment will be provided to law enforcement and/or volunteers? (include number of walkie-talkie, mobile phone tree, bullhorns, public address systems, flashlights, etc)

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State specifically the plans for ingress/egress of the participants to/from all park areas. Please include proposed sites for loading/unloading of buses, automobiles or other form of transportation that the participants are expected to use (supply chart or map if necessary)

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Typed/printed name of person filing application: \_\_\_\_\_

Position of person filing application: \_\_\_\_\_ Email: \_\_\_\_\_

Address of person filing application: \_\_\_\_\_

Fax: \_\_\_\_\_ Day phone: \_\_\_\_\_ Mobile: \_\_\_\_\_

**APPLICATION IS NOT VALID UNLESS SIGNED.**  
**Parks Department, Chelan County PUD**  
**327 N. Wenatchee Ave., Wenatchee, WA 98801**  
**Office Hours: 8am to 5pm, Monday thru Friday**  
**Phone: (509) 661-4551**  
**Fax: (509) 661-8152**

For Parks Dept Use Only

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_