



## PERMIT PROCESS FOR POSTING OF PRINTED MATERIAL PERMIT

Thank you for your interest in posting printed material in a Chelan County PUD Park. Attached is an application for Posting Printed Material. 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 VIII, below.

Upon receipt of your fully executed application, we will date stamp as received and then process it as promptly as possible (no later than ten (10) business days of receipt). 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 must be received prior to posting printed material. We process fully executed applications on a first-come-first-serve-basis. (see more information in Section VII below)

**III. APPLICATION FORMS.** If you need another copy of this application, please visit our website at: [http://www.chelanpud.org/parks/printed\\_material\\_permit](http://www.chelanpud.org/parks/printed_material_permit) or call the number listed above to have one mailed to you. 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.**

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.

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.

Free-Standing Structure shall mean racks, news bins, and other forms of display for Printed Matter, where such structures are not provided by the District but supplied by an applicant for a Posting Permit. A Mobile Vendor Unit subject to a Mobile Vendor Permit is not a Free-Standing Structure. No Free-Standing Structure shall be placed in a District Park without approval as described in Section V(b).

Posting Permit shall mean a permit required by the District to post Printed Matter in a Free-Standing Structure within a District Park.

Printed Matter. The term “printed matter” means message-bearing textual printed material such as books, pamphlets, magazines, circulars, fliers, brochures and leaflets.

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. POSTING OF PRINTED MATERIAL IN DISTRICT PARKS**

- a) Posting of Printed Matter within a District Park will be allowed solely in Designated Available Park Areas.
- b) Posting Permits. Posting of Printed Material using a Free-Standing Structure is allowed within a Designated Available Park Area only when the District has issued a permit for the activity.
- c) Individuals including businesses, and groups, may post Printed Material within Designated Available Park Areas without a permit, provided that:
  - i. The printed material is posted in an Existing District Structure as opposed to a Free-Standing Structure; and
  - ii. None of the reasons for denying a permit that are set out in section VII(b) below are present.

## **VI. RESTRICTIONS**

- a) Content containing any of the following characteristics is not permitted in printed matter distributed 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 Posting Permit. An application for a Posting Permit shall provide the name of the applicant or the name of the organization (if any) and the organization's authorized representative; as well as the date, time, duration, nature, and Designated Available Park Area proposed for posting.
- b) Posting Permit Criteria. A Posting Permit will be approved for a Designated Park Area unless:
  - i. The District has granted or will grant a prior application for a Posting Permit for the same time and place, and the activities authorized by that permit do not reasonably allow use of the particular area by both applicants;
  - ii. It reasonably appears that the postings will present a clear and present danger to the public health and safety;
  - iii. The postings threaten damage to 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 posting during the first two weeks of a calendar year may be submitted on or after December 14 of the preceding calendar year); or
  - v. The activity would constitute a violation of those restrictions set forth in Section VI above, or of other District policies or regulations.
- c) Application timing. The District will accept applications for Posting 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 posting requested 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 Posting 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 Posting 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.
  - Posting Permits.
    - A. Posting Permits may be issued for a maximum of 120 consecutive days.
    - B. A Posting Permit may be extended, 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 the requested posting activities by both applicants at the same time.
- 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. 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. **Printed Material Permitted Areas:**

The following designated available park areas listed below, subject to the factors set forth in Parks Policies Relating to Postings, Section IV, are designated as printed material posting areas

### **Chelan Riverwalk Park**

- Picnic Shelter near drinking fountain, boat launch restroom

### **Chelan Falls Powerhouse**

- Kiosk location (parking lot trail head)

### **Chelan Falls**

- Kiosk locations near north and south restrooms

### **Beebe Bridge**

- Kiosk location near day use restroom or contact station

### **Rocky Reach Dam Park**

- Visitors center site

### **Walla Walla Point Park**

- Beach restroom wall adjacent to trail, 4-plex area, Linden Tree parking lot entrance (pending Kiosk)

### **Wenatchee Riverfront**

- Kiosk in Sternwheeler area (TBC) other existing kiosk areas at boat launch and walking bridge area

### **Kirby Billingsley Hydro Park**

- Kiosk areas, Boat launch, Day use restrooms, ball field area



**PUBLIC UTILITY DISTRICT NO. 1 OF CHELAN COUNTY**  
**Application for Permit to Post Printed Material**

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

*PERMIT GOOD FOR MAXIMUM OF 120 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 posting materials. If different individuals are to be in charge of postings at different locations, please list their names and contact information in the space below.*

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

Please mark ALL proposed locations:

**Chelan Riverwalk:**  Pavilion, Picnic Shelter  Picnic Shelter near drinking fountain  Boat launch restroom

**Chelan Falls Powerhouse:**  Kiosk (parking lot trailhead)

**Chelan Falls:**  Kiosk near North restroom  Kiosk near South restroom

**Beebe Bridge:**  Kiosk near day-use restroom  Kiosk near picnic shelter  Kiosk north end of campground

**Rocky Reach Park:**  Upper restroom

**Walla Walla Point Park:**  Kiosk at beach restroom  4-plex area

**Wenatchee Riverfront:**  Sternwheeler/5<sup>th</sup> Street area  Kiosk near mini railroad  Boatlaunch

**Kirby Billingsley Hydro Park:**  Kiosk at boatlaunch  Day-use restroom  Ballfield area

Type of device to be used to display printed material: \_\_\_\_\_

Signature of person filing application: \_\_\_\_\_

**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 (excluding holidays)**  
**Phone: (509) 661-4551**  
**Fax: (509) 661-8152**

For Parks Dept Use Only	
Approved: _____	Denied: _____