



**CITY OF LORAIN**  
Department of Public Safety/Service  
Processions or Marathons  
APPLICATION  
Chapter 311

**Application for Processions or Marathons**

Description of Event: \_\_\_\_\_

Event Date: \_\_\_\_\_

Event Time: \_\_\_\_\_

PROCESSIONS OR MARATHONS: Line-up starting location \_\_\_\_\_

PROCESSIONS OR MARATHONS: Line-up starting time: \_\_\_\_\_

Person Hosting Event: \_\_\_\_\_ Number of People/Cars Expected \_\_\_\_\_

Organization Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Organization Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Event Route: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**REQUIRED ATTACHMENTS WHEN MAKING APPLICATION**

**Communication AND Off-Duty Safety Personnel Plans, per Section 311.023(d)**

It is expressly understood that this permit may be revoked at any time. The undersigned agrees for their self and the organization that the event will be conducted in an orderly manner, that nothing will be said or done which will discredit the form of government of the United States of America or any of its political subdivisions or that will incite disturbance or that violates or tends to violate or produce a violation of any of the Ordinances of the City of Lorain, Ohio or laws of the State of Ohio or the United States of America.

**HOLD HARMLESS AGREEMENT:** The Permit Applicant agrees to indemnify and hold harmless the City of Lorain and its agents and employees against all claims, damages, losses and expenses, including but not limited to attorney fees, sustained by any person or persons and arising out of or resulting from the performance of this contract, provided that any such claim, damage, loss or expense is not solely attributable to or caused by the negligent act or omission of the City of Lorain, its employees, agents or subcontractors.

By signing below, I acknowledge I have received a copy of Section 311.23(d) of the Codified Ordinances and agree to abide by such; and I fully understand that if in fact a certificate is granted, it will not be used or represented in any way as an endorsement by the city or by any department or officer thereof.

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Signature of Person in Charge

Date

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

Date: \_\_\_\_\_

Traffic Commissioner

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

Date: \_\_\_\_\_

Director of Public Safety/Service

 **CHAPTER 311**

**Street Obstructions and Special Uses**

**311.01** Placing injurious material or obstruction in street.

**311.02** Parades and special events; definitions.

**311.021** Parades and special events; permit required.

**311.022** Parades and special events; driving through parades.

**311.023** Parades and special events; permit and application.

**311.023 PARADES AND SPECIAL EVENTS; PERMIT AND APPLICATION.**

(a) No person or organization shall sponsor or conduct a parade or special event without first obtaining a permit from the Director of Public Safety/Service or their designee. The application for such a permit shall be filed with the Director or designee not less than thirty (30) days prior to the parade or special event.

(b) If the Director of Public Safety/Service or their designee finds that the proposed parade or special event will result in disturbance of the peace, a violation of law, or unreasonable interference with public travel, or unreasonable demand upon police, fire or service personnel, including the cumulative cost and impact of permits granted previously during the year for other parades or special events, or unreasonable interference with the right of quiet enjoyment by the citizens in the use of their property, that food will be prepared or served in violation of any applicable health codes, that alcohol will be served, or that the applicant or group, organization or persons represented by the applicant shall have previously violated the provisions of a similar permit, or shall have violated any of the ordinances of the City, or laws of the State or of the United States in connection with a previous parade or special event in or upon the streets, parks or public grounds of the City or elsewhere, the permit shall not be issued. If none of the above-listed violations have been found, the Director of Safety/Service or their designee shall issue a permit for said event.

(c) The application period may be shortened by the Director of Public Safety/Service or their designee for good cause shown upon the written request of the applicant stating the reasons therefore and further that the shortening of the permit application period would not be detrimental to the peace, health, safety and welfare of the City of Lorain.

(d) Except where the event is sponsored by the City of Lorain (see Section 311.02) or the Lorain Board of Education, the person or organization sponsoring or conducting a parade or special event shall be responsible for providing adequate off-duty safety personnel as required and approved by the Director of Public Safety/Service or their designee. The person or organization sponsoring or conducting a parade or special event shall be responsible for providing a communication plan addressing the notification of affected persons of any travel hindrances or other delays caused by the event, and for carrying out the approved plan.

(e) The Director of Public Safety/Service or their designee may promulgate written rules and regulations for the administration of this section, a copy of which if so promulgated, shall be provided with any permit application requested. The Director of Public Safety/Service or their designee may delegate an officer or employee of the City to process permit applications.

(f) City Sponsored Events and Lorain Board of Education parades and/or special events shall be exempt from the permit, fee, deposit, insurance, and penalty provisions of this chapter.

(g) No person shall knowingly give any false or misleading information in any permit application for a parade or special event permit.

(Ord. 116-16. Passed 11-7-16.)