

ORDINANCE NO. _____

**AN ORDINANCE OF THE TOWNSHIP OF LOWER
MAKEFIELD, BUCKS COUNTY, PENNSYLVANIA,
AMENDING THE LOWER MAKEFIELD TOWNSHIP
SPECIAL EVENTS ORDINANCE**

WHEREAS, the Second Class Township Code, 53 P.S. § 66601 *et seq.*, provides that the Board of Supervisors (“Board”) may adopt ordinances and, by the enactment of subsequent ordinances, the Board may amend, repeal, or revise existing ordinances; and

WHEREAS, Section 66506 of the Second Class Township Code empowers the Board to enact ordinances and regulations designed to protect the public health, safety, and welfare of the citizens of the Township; and

WHEREAS, the Township recognizes that certain events which occur on private and public property or on public streets within the Township require and need special services as provided by the Township, such as police, traffic control, special parking requirements, ambulance, fire or other emergency services; and

WHEREAS, the Township has determined that the health, welfare and safety of residents and visitors to the Township are best served by regulating these special events;

NOW, THEREFORE, in consideration of the foregoing, be it **ENACTED** and **ORDAINED** as follows:

I. Chapter 104, Events, Special, of the Lower Makefield Township Code of Ordinances is hereby AMENDED by STRIKING the definition of Special Services within Section 104-3, Definitions, and REPLACING it with the following:

SPECIAL SERVICES

Shall mean any services provided by the Township for special events, including but not limited to, traffic control, special parking, crowd control, no parking signs or provisions, closure of streets for parades or other activities on public rights of way, police services, ambulance or other emergency medical services, fire protection, sanitary facilities, illumination, or noise control and abatement. The Township shall determine whether special services are needed as well as what type of special services are needed for all special events.

II. Chapter 104, Events, Special, of the Lower Makefield Township Code of Ordinances is hereby AMENDED by STRIKING Subsections A, B, and C within Section 104-4, Permit, registration and fees, and REPLACING them with the following:

- A. It shall be unlawful for any person to conduct a special event without registering such special event with the Township at least 30 days in advance of the special event.

- B. For registration of special events, the host shall apply for and obtain a permit from the Township's Community Development Department for a fee in the amount as set forth by the Township. Applications for special event permits must include the following:
- (1) The name, mailing and street address and daytime and emergency number or numbers of the sponsor or host of the event;
 - (2) The primary contact for the special event;
 - (3) The proposed dates and times when the special event is to be held or conducted;
 - (4) The exact location of the property to be used for the special event, including the street address and tax map parcel number;
 - (5) The name, address and telephone number of the record owner of the property upon which the event will occur;
 - (6) The organization, society, or club, if any, for whose benefit the event is to be held;
 - (7) The nature of structure and devices to be used during and for the special event;
 - (8) A detailed description of all activities being planned as part of the special event;
 - (9) An estimation of the minimum, probable and maximum attendance expected for the special event;
 - (10) A schedule including the duration of the event and periods when higher levels of traffic are expected;
 - (11) A request detailing each special service, as defined above, to be provided by the Township;
 - (12) Proof that the following Township agencies have been provided notice of the special event at least ten (10) business days prior to the special event: the Lower Makefield Township Police Department, the fire companies covering the area of the event, and the Township's emergency medical services. Submission of a fire safety evacuation or other similar emergency response plan shall also be provided to the Township;
 - (13) Copies of agreements or other arrangements for the payment of all special services needed or required for the special event;
 - (14) Proof of insurance required by this chapter;
 - (15) All other information which reasonably may be required by the Township to ensure the responsibility of the host of the event, and to protect the health, safety and welfare of the citizens of the Township.
- C. Following the Submission of a special event permit application, the host and sponsor shall meet with the Township to review and discuss the application and the nature of the event to better understand the need for special services and to ensure proper coordination and response.

IV. Partial Repealer

All other provisions of the Lower Makefield Township Code of Ordinances, as amended, shall remain in full force and effect. All other Ordinances or provisions of the Township's Code of Ordinances inconsistent herewith or in conflict with any of the terms hereof are, to the extent of said inconsistencies or conflicts, hereby specifically repealed.

V. Severability

The provisions of this ordinance are severable. If any section, clause, sentence, part or provision thereof shall be held illegal, invalid, or unconstitutional by a court of competent jurisdiction, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and such decision of the court shall not affect or impair any of the remaining sections, clauses, sentences, parts or provisions of this ordinance. It is hereby declared to be the intent of the Board of Supervisors that this ordinance would have been adopted if such illegal, invalid, or unconstitutional section, clause, sentence or part of a provision had not been included herein.

VI. Effective Date

All provisions of this ordinance shall be in full force and effect five (5) days after the approval and adoption.

ENACTED AND ORDAINED this _____ day of _____, 2025.

[signatures on the following page]

ATTEST:

LOWER MAKEFIELD TOWNSHIP
BOARD OF SUPERVISORS

David W. Kratzer Jr., Township Manager

Daniel R. Grenier, Chair

John B. Lewis, Vice Chair

Matthew Ross, Treasurer

James McCartney, Secretary

Suzanne S. Blundi, Supervisor