



Marion County
OREGON

Outdoor Mass Gatherings



Regulations for obtaining a permit for an outdoor mass gathering in rural Marion County

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What is an “outdoor mass gathering”?

Marion County Code Chapter 9.25 allows an outdoor mass gathering of people in the unincorporated areas of Marion County by permit issued by the Board of Commissioners following a public hearing.

“**Large gatherings**” are events with an estimated attendance of 3001+, or more than 750 persons at any time on each of 3 calendar days expected to continue for more than 120 hours. A Conditional Use permit for a temporary use is also required before the large gathering permit application will be approved. The Board may consider applications for both permits at one public hearing.

“**Small gatherings**” are events with an estimated attendance of 751–3000 persons for 6 to 120 hours within any continuous 3-month period. The Board may approve a subsequent small gathering within three months of a prior small gathering on the same property. If a second small gathering is approved, no third small gathering shall be allowed within six months of the first small gathering.

A small outdoor mass gathering permit can be issued for a one-time, one year event, or a renewable permit, which is renewable for up to four years. For a renewable permit, once the first annual small gathering permit is issued by the Board, a yearly renewal permit request can be submitted to the Planning Division. A decision is issued by the Planning Director.

No permit required: Events with an estimated attendance of less than 750 persons do not require an outdoor mass gathering permit from Marion County. Also, events

with less than or equal to 3,000 but more than 750 persons held at wineries with valid land use permits, or conducted at state parks, are not subject to Chapter 9.25. Events conducted on property with a valid land use permit issued for the event or events conducted on property where the event is a pre-existing nonconforming use also are not subject to Chapter 9.25.

What are the requirements for obtaining an outdoor mass gathering permit? Due to scheduling of the public hearing, it is strongly recommended that applications be submitted at least 60 days prior to the first event. The following is a summary of the requirements as outlined in Chapter 9.25:

- (1) The property owner must sign the permit application.
- (2) One permit is required for each outdoor mass gathering.
- (3) Permanent physical alterations on the property are not allowed.
- (4) The application shall include:
 - a. Name and address of the Organizer and property owner.
 - b. Legal description of the location.
 - c. Name and date(s) of the event.
 - d. Estimated attendance.
 - e. Nature of the event, if sound amplification and/or fireworks will be used, and alcohol served.
 - f. A site plan with location of toilets, washing facilities, water supply, food service facilities and solid waste collection sites.
 - g. A contact person who shall remain at the event at all times.

- h. Approved fire protection, health/medical, public safety, and parking and traffic control plans.
 - l. If alcohol is available, by whom and at what location, and a copy of the Oregon Liquor Control Commission permit.
 - m. Insurance certificate for a commercial general liability policy if required by Marion County.
- (5) Payment of application fee.

What is the process once an application is submitted? The Planning Division will schedule the mandatory public hearing before the Board of Commissioners.

Planning staff will request comments from other County departments and affected agencies. The event organizer may be required to meet with County officials to discuss and clarify the application.

Planning staff will prepare a staff report and a copy is mailed to the organizer and property owner. Notice of the public hearing will be mailed at least 7 days prior to the scheduled hearing to the organizer, property owner, and other property owners within the required notification area.

After the public hearing, the Board will issue an order denying or approving the request based on whether or not it complies with Chapter 9.25. If approved, the Board may impose reasonable conditions in the permit.

What is the process to renew an approved annual small gathering permit?

In the first year, the small gathering application is reviewed by the Board (see

previous section). If the request is approved, it may be renewed up to four additional consecutive years.

For a renewal, the applicant submits the application to the Planning Division. After reviewing the application, any complaints received about the event in the prior year, or information that the applicant failed to satisfy the conditions in the prior year, the Planning Director may grant a renewal, deny the request, or refer it to the Board for consideration following a public hearing.

A renewal permit is subject to all requirements in Chapter 9.25 and any conditions imposed by the Board for the first year. If the Planning Director renews an annual small gathering permit, notice will be sent to property owners within the required notification area. Notice will include the date or dates of the event, any permit conditions originally imposed by the Board, and information for neighbors to contact the Planning Director with any complaints or concerns.

What about hours of operation? When sound amplification is used, no outdoor mass gathering shall be conducted within 1,000 feet of any neighboring residence between the hours of 11:00 p.m. and 9:00 a.m. If written consent from neighboring property owners and residents is submitted the Board or Planning Director may modify these hours.

Use of Alcohol. The sale and consumption of alcohol is allowed from a facility located on the premises only if approved by the Oregon Liquor Control Commission.

Who controls the event? The Organizer shall keep a reasonable count of persons and

vehicles entering and leaving the event. If the number of persons or vehicles attending exceeds by 10% or more the number estimated in the permit application, the Sheriff's Office has the authority to require the Organizer to limit further admissions until a sufficient number of individuals or vehicles have left the site. The Sheriff's Office has the authority to order the crowd to disperse if the Organizer cannot or refuses to maintain order and compliance with conditions of the permit.

Violations and Enforcement. If an organizer violates any provisions of Chapter 9.25, the Board may immediately revoke any permit for an outdoor mass gathering. Any violation is punishable upon conviction by a fine of not more than \$10,000.00 as provided for in ORS 433.990 (2005).

For more information contact:

- Marion County Planning Division: (503) 588-5038.
- Fire protection approval: contact your local fire district or State Fire Marshal - (503) 373-1540.
- Health and medical: County Health Dept. (503) 588-5387.
- Public safety: Marion County Sheriff's Office (503) 588-5094.
- Parking and traffic control: Public Works Engineering (503) 585-5036.
- Insurance requirements: Marion County Risk Manager (503) 373-4426.
- Oregon Liquor Control Commission: (503) 260-6122 or (503) 260-6114.

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publicworks.co.marion.or.us/planning