

## **SEC. 12-1-7 DECORATION OF CITY PARK SPACE**

### **(a) Approval & Permits**

- (1) All decorations require a written permit application and shall be approved by the Chief of Police, Superintendent of Public Works and the City Clerk. The application must be filed with the City Clerk.
- (2) A permit is required for any temporary installation exceeding 24 hours or involving structures, lighting, plants, or vegetation.
- (3) Decorations for public events, holidays, or celebrations must be submitted for approval at least seven (7) days in advance.

### **(b) Material Restrictions**

- (1) Eco-friendly, biodegradable, or recyclable materials are encouraged
- (2) No glitter, confetti, plastic streamers, or single-use plastics.
- (3) All decorations must be weather-resistant and safe for wildlife.

### **(c) Installation Guidelines**

- (1) Decorations must not damage trees, plants, benches, or park infrastructure.
- (2) No nails, staples, or adhesives may be used on trees or structures.
- (3) Only removable fasteners like zip ties, rope, or string may be used—and must be removed after the event.
- (4) No digging or staking into the ground without written approval.

### **(d) Lighting & Electrical Use**

- (1) Temporary lighting (e.g., string lights) must be solar-powered or use battery packs unless electrical access is granted.
- (2) Spotlights and floodlights are not permitted
- (3) Lights must be turned off between 11:00 PM and 5:00 AM
- (4) No open flames, candles, or fireworks allowed.

### **(e) Time Limits**

- (1) Decorations may only be installed no more than 48 hours before an event and must be removed within 24 hours afterward.
- (2) For seasonal or holiday decorations, the allowed display time is maximum 45 days, unless approved for a longer duration.

**(f) Safety & Accessibility**

- (1) Decorations must not obstruct pathways, signage, emergency access or be placed on any street sign pole.
- (2) No decorations may obstruct visibility for vehicles, cyclists, or pedestrians.
- (3) Decorations must be securely anchored to prevent falling or flying away.

**(g) Respectful & Inclusive Content**

- (1) No decorations may display offensive, discriminatory, or political content.
- (2) All decorations must be appropriate for a family-friendly public space.

**(h) Clean-Up Responsibilities**

- (1) Organizers are responsible for complete removal and disposal of all decorations.
- (2) Any damage to park property or any personal property will be subject to fines or repair fees.

**(i) Fee and Deposit**

- (1) The common council shall establish a refundable deposit value for decoration of park space. A refundable deposit is required for any decorations exceeding 24 hours. The deposit shall be returned after the use if clean-up or repair is not required and if all terms of the permit have been fully complied with. There will be no fee for the decoration of any park.

**(j) Enforcement**

- (1) Unauthorized decorations may be removed by the Public Works director, or any member of the police force without notice.
- (2) Repeated violations may result in loss of park privileges, including park rental, or legal action.

Adopted 11/18/25