

# TOWN OF TIBURON

## Town Council Policy & Procedure

**Number:** 8  
**Effective:** March, 17, 2004 (Revised 07/15/2015)  
**Authority:** Town Council / Town Manager

### USE OF SHORELINE PARK – SPECIAL EVENTS

#### PURPOSE AND INTENT

The Town Council establishes this “Use of Shoreline Park – Special Events” policy (hereinafter “Policy”) for the Town of Tiburon in accordance with the provisions of the Tiburon Municipal Code and State Law.

This Policy defines special events and specifies requirements and procedures for their approval in Shoreline Park. Shoreline Park was dedicated to the Town for “public, scenic, open space and public access” purposes and is customarily used as a visual and primarily passive recreational amenity for Town residents and visitors. A majority of the Park’s land area is under water; the dry land portion consists of a narrow strip of bay front property with a paved walking path terminating at Ferry Plaza (see attached graphic). It lies directly in the San Francisco Bay view corridor of nearby residences and adjoining Paradise Drive, and is therefore highly sensitive from a visual and view blockage standpoint; the dedication to the Town is subject to conditions protecting the views from the Bayside units at Point Tiburon. The Park is popular with both residents and visitors for walking, viewing, picnicking and jogging. The Ferry Plaza portion of the Park also provides important public access to the Main Street waterfront and ferry services.

The Town Council establishes these requirements and procedures for occasional special events in Shoreline Park to protect the visual and recreational qualities of the Park and to preserve it primarily for its customary use. This Policy is intended to ensure that the temporary operation of each permitted special event at Shoreline Park is compatible with the adjacent neighborhood, downtown business district, residents, and visitors.

#### POLICY

The Town receives periodic requests to allow events, activities, and occasional temporary structures in Shoreline Park. The Town has an interest in occasionally allowing certain types of conditionally allowable events or activities in the Park on a short-term basis, which may temporarily deviate from the customary use of the Park. However, the frequency and nature of these events must be limited to protect the primary purposes, appearance, and on-going popular use of the Park.

## ***SPECIAL EVENTS AT SHORELINE PARK***

For the purpose of this Policy, “special event” means a short-term activity use or limited duration art exhibition use of the Park other than its customary use. The Town Manager shall have the discretion to determine whether an event of a limited amount of time qualifies as a “special event” that is subject to the *Special Events Permit Policy* referenced below.

All special events on Town property are subject to the Town’s *Special Events Permit Policy*, which enables the Town, consistent with the Park’s dedicating documents, to establish the parameters for each special event and the obligations of the permit holder. To ensure reasonable compatibility with the surrounding area and avoid disruption of the customary use of the Park, any special event in Shoreline Park must comply with the following additional requirements:

1. The Town anticipates limiting the number of events to five (5) permitted special events per calendar year.
2. Special events are limited to Fridays, Saturdays, Sundays and legal Town Holidays. Legal Town Holidays are New Year’s Day, Martin Luther King, Jr. Day, President’s Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day; excepting art exhibition events that may, with Town Council permission, have a maximum 45-day duration including set-up and take-down.
3. The activities of the special event are restricted to the hours of 8:00 a.m. to one hour after sunset Sunday through Thursday and 8:00 a.m. to 10:00 p.m. on Fridays and Saturdays. At no more than three (3) Friday or Saturday events per year shall amplification of sound be allowed until 10 p.m.

## ***EXCEPTIONS***

The Town Manager may allow some latitude with respect to provisions of the *Special Events Permit Policy* and this Policy in order to facilitate activities such as set up, the staging of equipment and the hours of operation. The discretion allowed by this Policy shall be confined to logistical and other considerations necessary to further the following critical purposes:

1. Protect the Park and improvements therein.
2. Ensure public safety and access.
3. Avoid unauthorized or extended obstruction of views of the bay.
4. Avoid noise disruption of nearby residential neighborhoods after 8 pm on Sunday through Thursday or after 10 p.m. on Friday and Saturday.

The Town Council, at a public meeting, may grant Exceptions to this Policy as it deems warranted.



### ***TEMPORARY STRUCTURES***

Temporary structures (excluding art exhibition pieces) may be in place no longer than seventy-two (72) consecutive hours. The Town Engineer/Director of Public Works shall ensure that temporary structures shall be located, installed and secured in a manner that will not damage Park improvements, and will not create a public hazard or public nuisance. No automobiles or trucks will be allowed to park on Ferry Plaza, other than for the purposes of loading or unloading items pertaining to the event and subject to the approval of the Superintendent of Public Works, Director of Public Works, or Town Manager.

### ***ART EXHIBIT PLACEMENT***

Exhibits of art that will be on display for more than seventy-two (72) consecutive hours shall generally be limited to the western third of Shoreline Park.

### ***MUSIC AND VOICE AMPLIFICATION***

Chapter 25-1 of the Municipal Code requires that any amplified music and/or voice amplification in a non-residential zone be approved in writing by the Town Manager. Any voice or music amplification in Shoreline Park should be kept to a reasonable volume.

### ***ROADWAY CLOSURE***

No roadway closures will be permitted in this area without prior approval from the Town Manager.

Attachment: Graphic of Shoreline Park





# SHORELINE PARK