



Special Event Ordinance

City Council Meeting | July 7, 2026

Requested By: Community Services Department



Special Event Ordinance

Background

- 1** FY 2025–26 Council’s direction
- 2** Increase in special event requests
- 3** Lack of a centralized permitting process
- 4** Enhance customer service
- 5** Adopted a permitting fee

Ordinance Establishes

Definition of Special Events

Application and documentation requirements

Operational standards

Permit status enforcement

Administration Special Event Permit processing fee



Next Steps

**Adoption and
codification of the
ordinance**

- **Notice to businesses
(targeted outreach)**
- **Webpage /FAQ
update**
- **Social Media**

**Creation of an online
application to
centralize special
event requests**



FARMERS BRANCH
TEXAS

Questions



FARMERS BRANCH
TEXAS