

# **Proposed guidelines for the operation of the outdoor performance space at Historic Onancock School**

Onancock Residents Group 11 June 2023

This draft was pulled together by the Onancock Residents Group on 11 June 2023, using the draft guidelines posted on the Town of Onancock website as the starting point. Please note that some sections are identical to those in the posted draft. Others are significantly different.

## **1. Pavilion uses -- definitions.**

- a. Public event. No ticket required, unrestricted use of space
- b. Ticketed event. Tickets or fees may be sold or collected by and for the sole benefit of the Friends of Historic Onancock School
- c. Private rental -- restricted. An individual, group or organization pays FOS to use the outdoor performance space for a defined period for a private group of attendees
- d. Private rental -- unrestricted. An individual, group or organization pays FOS for use of the outdoor performance space; the general public may attend.
- e. Public unsupervised use.

## **2. Pavilion events and sound restrictions.**

- a. *The noise guidelines for the use of the outdoor performance space need to be written in terms of decibels rather than speaker wattage.*
- b. No single amplified use of the pavilion can last more than four hours, exclusive of set-up and knock-down.

## **3. When the pavilion can be used; allowable schedule.**

- a. High season is defined as 1 May to 31 October.
- b. Shoulder season is 1 November to 30 April.
- c. No more than two amplified uses of the pavilion (inclusive of all categories except private events) per calendar month.
- d. One private amplified outdoor event each month. These events include the FOS use of the performance pavilion.
- e. All performances must cease by 9:30 pm.
- f. Greater than 50 percent of amplified performances must be free and open to the public.
- g. Unamplified uses of the pavilion (such as a bluegrass jam session) are not limited but must be free to the public. Scheduling is up to the FOS administration.

## **4. Parking and traffic.**

- a. Parking only in legally allowed or designated spaces.
- b. The Onancock police department may close or restrict parking in any area for any reason.
- c. No parking on private property.
- d. Clear signage must be placed to designate areas of allowed parking 4 hours or more before the use of the pavilion.

- e. To ease parking, special signage and volunteers or paid attendants will guide vehicles.
- f. Trash must be collected and removed by 10 am of the day following any performance.
- e. The Police Department of the Town of Onancock may direct traffic or close any street at its sole discretion.

#### **5. Food and Alcohol.**

- a. Events with alcoholic beverage service must be in compliance for ABC requirements.
- b. Alcohol service must take place in an area with a barrier.
- c. Food service must include adequate disposal of garbage and trash.

#### **6. Restrooms and Amenities.**

- a. One portable restroom is required for every public performance between 50 and 100 attendees. For larger events, the formula is an addition restroom for each 100 attendees.

#### **7. Insurance Requirements. TBA.**

- a. *Questions here are 1) the amount of insurance required to protect both FOS and the Town of Onancock as the landlord and 2) who pays for the necessary insurance.*

#### **8. Security.**

- a. Security should follow the protocols outlined by the Police Department of the Town of Onancock.
- b. The FOS Board is required to meet with the Police Chief and the Fire Chief of the Town of Onancock to create a comprehensive site security plan applicable to all safety and fire codes.
- c. All event fencing must be temporary.

#### **9. Additional restrictions and requirements**

- a. If a Special Use Permit is issued based on these guidelines, its terms are subject to annual review and possible revision. The SUP must be based on these guidelines.
- b. The penalty for violating these guidelines is \$100 per violation, not to exceed \$1,000 for non-ticketed events and 10 per cent of ticket sales, whichever is greater.
- c. A phone number must be provided with a live contact person for complaints during events.