



**PARADE, ASSEMBLAGE, PICKET APPLICATION / PERMIT**  
Town of Porter Ordinance #2004-05

No person shall engage in, participate in, aid, form or start any parade, assemblage, or picket; unless a parade permit has been obtained from, the Chief of Police. A person seeking issuance of a parade permit shall file an application with the Chief of Police on forms provided not less than thirty (30) days before the date on which it is proposed to conduct the parade/assemblage.

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Chairman of the Event:** \_\_\_\_\_

**Address:** \_\_\_\_\_

\_\_\_\_\_

**Telephone Number:** \_\_\_\_\_

**Date of Parade, Assemblage, Picket:** \_\_\_\_\_

**Time of Parade, Assemblage, Picket:** \_\_\_\_\_

**Route to be Traveled:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Number of Persons & Descriptions of any Animals/Vehicles in Parade:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



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**The Following are to be provided by the Chief of Police:**

- A. Staffing Time: Police: \_\_\_\_\_ Public Works: \_\_\_\_\_ Man Hours
- B. Minimum Speed: \_\_\_\_\_
- C. Maximum Speed: \_\_\_\_\_
- D. Maximum interval space to be maintained between the units of the parade:  
\_\_\_\_\_
- E. What portions of the streets to be traversed may be occupied by the parade:  
\_\_\_\_\_
- F. The maximum length of the parade in miles or fractions of:  
\_\_\_\_\_
- G. Such other information as the Chief of Police shall find necessary to the enforcement of this ordinance:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Approved by Town Council: \_\_\_\_\_

Date Issued by Chief of Police: \_\_\_\_\_

Signature Chief of Police: \_\_\_\_\_

## **ORDINANCE #2004-05**

AN ORDINANCE OF THE TOWN OF PORTER, PORTER COUNTY, INDIANA SETTING FORTH PERMIT REQUIREMENTS FOR PARADES, ASSEMBLAGES, PICKETS.

**WHEREAS**, it is in the best interest of the Town of Porter, and the residents of the Town of Porter to control Parades, Assemblages, and Pickets;

**NOW THEREFORE**, be it ordained by the Town Council of the Town of Porter, as follows:

### **Sec. 1-1. Definition.**

As used in this article the term "parade" shall mean any parade, march, ceremony, show, exhibition, pageant, or procession of any kind, or any similar display, in or upon any street, park or other public place in the Town of Porter, "assemblage" shall mean any group of persons gathered together in one place, "picket" shall mean any person or group of persons gathered together to protest, or watch for something to happen.

### **Sec. 1-2. Permit — Required.**

No person shall engage in, participate in, aid, form or start any parade, assemblages, pickets unless a parade permit shall have been obtained from the Chief of Police after approval by Town Council.

### **Sec. 1-3. Same — Application.**

- A. A person seeking issuance of a parade permit shall file an application with the Chief of Police on forms provided by such officer not less than thirty (30) days before the date on which it is proposed to conduct the parade, assemblage or picket.
- B. The Chief of Police shall forward the Application to the Town Council no more than (5) working days after receiving the permit.
- C. The application for a parade permit shall set forth the following information:
  - 1. The name, address and telephone number of the person seeking to conduct such parade, assemblage, picket;
  - 2. If the parade, assemblage, picket is proposed to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization, and of the authorized and responsible heads of such organization;
  - 3. The name, address and telephone number of the person who will be the parade, assemblage, picket chairman and who will be responsible for its conduct;
  - 4. The date when the parade, assemblage or picket is to be conducted;
  - 5. The route the parade is to travel or the location of assemblage or picket, including the starting point and the termination point;

6. The approximate number of persons who, and animals and vehicles which, will constitute such parade, assemblage, picket; the type of animals, and description of the vehicles;
  7. The hours when such parade, assemblage or picket will start and terminate;
  8. A statement as to whether the parade, assemblage or picket will occupy all or only a portion of the width of the streets proposed to be traversed;
  9. The location by streets of any assembly areas for such parade, assemblage or picket;
  10. The time that units of the parade, assemblage, pickets will begin to assemble at any such assembly area or areas;
  11. The interval of space to be maintained between units of such parade;
  12. If the parade, assemblage, picket is designed to be held by, and on behalf of or for any person other than the applicant, the applicant for such permit shall file with the Chief of Police a communication in writing from the person proposing to hold the parade, assemblage, picket, authorizing the applicant to apply for the permit on his behalf.
  13. Any additional information that the Chief of Police shall find reasonably necessary to a fair determination as to whether a permit should be issued.
- C. The Town Council, where good cause is shown therefore, shall have the authority to consider any application hereunder which is filed less than thirty (30) days before the date such parade, assemblage, picket is proposed to be conducted.
- D. It is the policy of the Town of Porter that the Town Council shall consider applications filed hereunder on less than 30 days notice so long as the application is complete, meets the standards for issuance of Section 1-4, and the Chief of Police has a reasonable opportunity to review the application prior to the parade, assemblage, picket.

**Sec. 1-4. Same — Standards for issuance.**

The Chief of Police shall issue a permit approved by the Town Council, as provided for hereunder when, from a consideration of the application and from such other information as may otherwise be obtained finds that:

- A. The conduct of the parade, assemblage or picket will not substantially interrupt the safe and orderly movement of the other traffic contiguous to its route;
- B. The conduct of the parade, assemblage, picket will not require the diversion of so great a number of Police Officers of the Town of Porter to properly police the line of movement and the areas contiguous thereto as to prevent normal Police protection to the Town of Porter;
- C. The conduct of such parade, assemblage, picket will not require the diversion of so great a number of ambulances as to prevent normal ambulance service to portions of the Town of Porter other than that to be occupied by the proposed line of march and areas contiguous thereto;
- D. The concentration of persons, animals and vehicles at assembly points of the parade, assemblage, picket will not unduly interfere with proper Fire and Police protection of, or ambulance service to, areas contiguous to such assembly areas;

- E. The conduct of such parade, assemblage or picket will not interfere with the movement of fire-fighting equipment en route to a fire;
- F. The conduct of the parade, assemblage or picket is not reasonably likely to cause injury to persons or property, to provoke disorderly conduct or create a disturbance;
- G. The parade, assemblage, picket is scheduled to move from its point of origin to its point of termination expeditiously and without unreasonable delays en route;
- H. The parade, assemblage, picket is not being held for the sole purpose of advertising products, goods or events and is not designed to be held purely for private profit.

No such permit however shall be granted unless bond and insurance in such amount as determined by the Town Council has first been filed with the Town of Porter as security for the payment of any clean up, damages or injury which may occur as the result of the parade, assemblage, picket; provided, however, that for cause shown the Porter Town Council may waive the requirement of such bond.

**Sec. 1-5. Same — Notice of denial.**

If the Town Council disapproves the application or a parade permit the Chief of Police shall mail to the applicant within two (2) days after the date upon which the application was voted on by the Porter Town Council, a written notice of their action.

**Sec. 1-6. Same — Alternative.**

The Town Council, in denying an application for a parade permit, shall be empowered to authorize the conduct of the parade on a date, at a time, or over a route different from that named by the applicant. An applicant desiring to accept an alternate permit shall, within four (4) days after notice of the action of the Town Council, file a written notice of acceptance with the Chief of Police. An alternate parade permit shall conform to the requirements of, and shall have the effect of a parade permit under, this ordinance.

**Sec. 1-7. Same — Contents.**

Each parade permit shall state the following information:

- A. Staffing time;
- B. Minimum speed;
- C. Maximum speed;
- D. Maximum interval of space to be maintained between the units of the parade;
- E. The portions of the streets to be traversed that may be occupied by the parade;
- F. The maximum length of the parade in miles or fractions thereof
- G. Such other information as the Chief of Police shall find necessary to the enforcement of this ordinance.

**Sec. 1-8. Same — Revocation.**

The Chief of Police shall have the authority to revoke a parade permit issued hereunder upon a determination that the applicant or proposed parade no longer meets one or more of the standards for issuance as set forth in this article.

**Sec. 1-9. Same — Possession.**

The parade, assemblage, picket chairman or other person heading or leading such activity shall carry the parade permit upon his person during the conduct of the parade, assemblage or picket.

**Sec. 1-10. Compliance with permit, laws, etc., required.**

A permittee under this article shall comply with all permit directions and conditions and with all applicable Indiana State and Town of Porter laws and ordinances.

**Sec. 1-11. Exceptions.**

This article shall not apply to:

- A. Funeral processions.
- B. Students going to and from school classes or participating in educational activities, providing such conduct is under the immediate direction and supervision of the proper school authorities.
- C. A governmental agency acting within the scope of its functions.
- D. Family assemblages.

ALL OF WHICH IS PASSED AND ADOPTED THIS 8 DAY OF JUNE, 2004.

PORTER TOWN COUNCIL

JENNIFER GRANAT: PRESIDENT

William F. Sexton  
WILLIAM F. SEXTON: VICE PRESIDENT

Sandy Boothe  
SANDY BOOTHE: COUNCIL MEMBER

Paul L. Childress  
PAUL CHILDRESS: COUNCIL MEMBER

Sandi Snyder  
SANDI SNYDER: COUNCIL MEMBER

Carol Pomeroy  
ATTEST:  
CAROL POMEROY  
CLERK-TREASURER

ORDINANCE NO. 2018-03

AN ORDINANCE OF THE TOWN OF PORTER, INDIANA  
AMENDING SECTION 58-30 OF THE PORTER TOWN CODE

BE IT AND IT IS HEREBY ORDAINED by the Town Council of the Town of Porter, Porter County, Indiana, as follows:

**Section 1. Ordinance Amendment.** Subsection (b) of Section 58-30 of the Porter Town Code is hereby amended as follows:

(b) No such permit, however, shall be granted unless liability insurance with the following minimum limits and listing the Town as a certificate holder has first been filed with the Town as security for the payment of any damages or injury which may occur as the result of the parade, assemblage, or picket:

\$1,000,000 each occurrence  
\$300,000 damage to premises  
\$5,000 medical  
\$1,000,000 personal injury

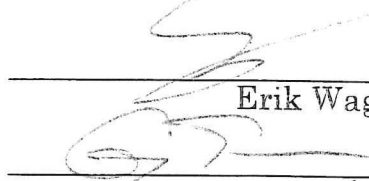
Provided, however, that for cause shown, the Town Council may waive the requirement of such insurance.

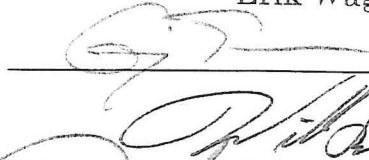
**Section 2. Conflicting Ordinances.** Any Ordinance or provision of any Ordinance of the Town of Porter Code of Ordinances in conflict with the provisions of this Ordinance is hereby repealed.

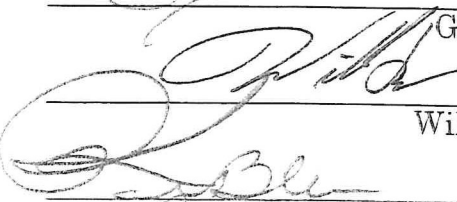
**Section 3. Severability.** The invalidity of any section, clause, sentence or provision of this Ordinance shall not affect the validity of any other part of this Ordinance which can be given effect without such invalid part or parts.

**Section 4. Effective Date.** This Ordinance shall be in full force and effect from and after its passage, approval and publication as provided by law.


PASSED AND ADOPTED by the Town Council of the Town of Porter, Indiana on the 23rd day of MAY, 2018.

  
Erik Wagner, President

  
Greg Stinson

  
William Lopez

  
Ross LeBleu

  
Brian Finley

ATTEST: 