

CITY OF WILDWOOD
Cape May County, New Jersey

ORDINANCE NO. 1324-25

AN ORDINANCE AMENDING CHAPTER 7 OF THE GENERAL ORDINANCES OF
THE CITY OF WILDWOOD GOVERNING SPECIAL EVENTS

WHEREAS, the City of Wildwood (the “City”) in connection with its continuing review of the general ordinances of the City has identified portions of Chapter 7 governing Special Events that should be amended to best serve the interests of the City and its residents and visitors alike; and

WHEREAS, the City had previously revised the City Code governing Special Events in its entirety by way of Ordinance No.s 1280-24 and 1306-24; but seeks to repeal and replace the same in their entirety;

NOW, THEREFORE, BE IT ORDANED by the Board of Commissioners, the Governing Body of the City of Wildwood, County of Cape May, New Jersey that Ordinances 1280-24 and 1306-24 are hereby repealed and replaced in their entirety, with the following to appear as Chapter 7, Subsection 20 entitled “Special Events and Miscellaneous Fees”:

Section 1.

1. Special Event Application/Permit Fees

Upon application to the Board of Commissioners and payment of the appropriate fee(s), as specified herein, a Special Event Permit may be issued. All applications are due no fewer than ninety (90) days from the date of the event in order to guarantee requested event date(s). The City of Wildwood reserves the right to reject any permit application for reasons including but not limited to, the submission of an incomplete application or if any fees are due and owing to the City for a prior year’s event have not been paid in full. The following fees are non-refundable and must be paid for the respective Special Event prior to approval of a Special Event Permit application and issuance of a Special Event Permit:

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| 1. Special Event Application Fee: | \$150.00 |
| 2. Civic* Special Event Application and Permit Fee: | \$100.00 |
| 3. Bon Fire Permit Fee: | \$100.00 |
| 4. Wedding Fee: | \$50.00 |
| 5. Special Event Permit Fee: | \$200.00 |

*A civic Special Event is an event that is for the benefit of the community and not for the purpose of generating profit for its sponsors or event partners.

2. Special Event Vendor Permit Fees:

A. The following fees for vendor permits at special events shall be paid at least two (2) weeks in advance of the event with a copy of the special event permittee’s vendor spreadsheet:

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|---|----------|
| 1. Vendor Permit Fee- 100 sq. ft. or less | \$50.00 |
| 2. Vendor Permit Fee- 100 sq. ft. or less | \$100.00 |
| 3. Vendor Permit Fee- 100 sq. ft. or less | \$200.00 |
| 4. Vendor Permit Fee- 100 sq. ft. or less | \$300.00 |
| 5. Open Flame Permit Fee (Fire Department)* | \$75.00 |
| 6. Boardwalk Permit Fee | \$100.00 |

B. A vendor spreadsheet detailing the Special Event permittee’s vendors are due to the City at least two (2) weeks in advance with certificate of insurance for review by Risk Manager. The City of Wildwood reserves the right to ask for additional insurance for vendors and/or operators.

- C. Open Flame Permit(s) applications must be submitted to the Wildwood Fire Department as a packet at least two (2) weeks in advance of the event date by the special event permittee with list of their approved vendors. No single file applications will be accepted, and no fire permit will be issued for the event beyond the two-week deadline. No day of open flame permits will be issued.

3. Special Event Production Permit Fees:

- A. The following fees for Special Event production permits shall be paid within thirty (30) days of the conclusion of the Special Event:

1. Vehicle Display on City Property Permit Fee	\$1.50 per vehicle
2. Beach RV Parking Permit Fee	\$50.00 per overnight
3. Beach Sleeping Tent Permit Fee	\$5.00 per tent
4. Beach Vehicle Permit*	\$25.00 per permit
5. Non-Returned Gate Key Fee**	\$50.00 per gate key

* Each Special Event Permit for a Beach Event shall include permits for up to ten (10) vehicles. Permittee shall provide all information as requested by the City of Wildwood Police Department in connection with the Beach Vehicle Permit(s), including but not limited to, vehicle make and model and driver's license information for each operator. A Beach Vehicle Permit must be obtained for each additional vehicle, if granted. The number of Beach Vehicle Permits issued shall be at the sole discretion of the Chief of Police and Special Events Department. The City of Wildwood Police Department reserves the right to reject any Beach Vehicle Permit Applications or rescind any Beach Vehicle Permits issued. All vehicles permitted under this section shall abide by all rules and regulations governing driving on the beach, including but not limited to the requirement that all permitted vehicles be equipped with four-wheel drive, or said vehicles may be subject to towing at the owner's expense.

** Special Event Beach Vehicle Gate Keys may be provided with Beach Vehicle Permits when deemed necessary and appropriate by the Police Department Special Events Department. Vehicle Gate Keys must be returned at the conclusion of the event or the permittee will be subject to the fine set forth herein.

4. Special Event City Personnel Labor Fees:

- A. The following fees for Special Event labor cost shall be paid within thirty (30) business days of the conclusion of the Special Event:

1. City Public Works Supervisor Fee	\$75.00 per person per hour
2. City Public Works Labor Fee	\$50.00 per person per hour
3. City EMS Personnel Fee	\$70.00 per person per hour
4. City EMS Part Time Personnel Fee	\$55.00 per person per hour
5. City Police Officer Off Duty Fee	\$70.00 per person per hour
6. City Police Class II Officer Off Duty Fee	\$55.00 per person per hour
7. City Police Supervisor Off Duty Fee	\$85.00 per person per hour
8. City Beach Patrol Personnel Fee	\$35.00 per person per hour

- B. The City, in its sole and absolute discretion. Shall determine the required number of EMS, Police, Beach Patrol, and Labors necessary for each Special Event to be provided by the City.

5. Special Event Use of City Property & Equipment Fee:

- A. The following fees for the use of City property for Special Events shall be paid within thirty (30) days of the conclusion of the Special Event with payment based upon final sales, attendance and, where appropriate, usage:

1. Sporting Event Fee	\$1.50 per registered participant
2. Gated Sporting Event Fee	\$1.50 per registered participant and viewer

3. Concert Fee \$1.50 per ticket
 4. Race Run Fee/Run Fee/Walk Fee/Bike Fee \$1.50 per registered participant*
- A. All participants of Special Events hosted by or in conjunction with the City of Wildwood Beach Patrol shall be required to pay the following Lifeguard Event Registration Fees*:
1. Junior Lifeguard (age 6-12) \$100.00 per participant
 2. Junior Lifeguard U16 (age 12-15) \$150.00 per participant
 3. Pier to Pier Swim \$35.00 per participant (non-lifeguard)
\$25.00 per participant (municipally employed lifeguard)
 4. Pier to Pier Paddle \$35.00 per participant (non-lifeguard)
\$25.00 per participant (municipally employed lifeguard)
 5. Military Challenge Obstacle Course \$35.00 per participant (non-lifeguard)
\$25.00 per participant (municipally employed lifeguard)
\$140.00 per team

*The City shall be authorized to establish the fees for new and/or distinct Wildwood Beach Patrol Events not identified herein by way of resolution to the Board of Commissioners.

- B. The following fees for the use of City Property for special events shall be paid fourteen (14) days prior to the special event:

1. Beach Non-Ticketed Event Fee \$150.00 per day
2. City Street Closure Fee \$150.00 per day
3. Fox Park Fee \$500.00 per day
4. Maxwell Field Fee \$750.00 per day
5. City Stage Rental Fee \$150.00 per day
6. Dumpster Fee \$50.00 per day
7. Generator Fee \$50.00 per day
8. Use of City Equipment for Services \$50.00 per hour
9. Beach Wheelchair Rental Fee \$25.00 per day per chair

- C. All City equipment shall be returned in the same condition in which they were received, reasonable wear and tear excepted. For any City equipment not returned due to theft, damage or returned with exhibit signs of damage beyond reasonable wear and tear, Applicant shall be obligated to repair or replace the same.
- D. A Special Event permittee hosting a Special Event on City property shall be responsible for costs incurred by the City for site clean-up, trash removal and any tipping fees and fuel charges associated with the same. Those fees associated with the labor needed to perform said site clean-up and trash removal are set forth in Section 4(a) (1-2). The City shall generate and provide to said organizer and/or permittee an invoice that sets forth the fuel surcharge and tipping fees associated with the cleanup after a Special Event, which shall be paid to the City within 30 business days upon receipt of the same.
- E. Any Special Event permittee that does not clean up their event site according to the approved trash management plan shall be responsible for any Public Works Labor fees as set forth in Section 4(a)(1-2).

6. Permits Required; Violation

- A. A Special Event Permit and all associated permits are required to be obtained from the Special Events Department prior to holding an organized event on City property. The City retains the

sole right in its absolute discretion to revoke any permit issued in the event of a State of Emergency, natural disaster or other unforeseen emergency impacting the permitted and/or adjacent site(s) that pose a threat to the health, safety, and welfare of the community. The City retains the sole right to revoke and/or suspend any permit issued if an applicant has misrepresented the event or any of the specifics of said event during the application review process.

- B. It shall be a violation of this Ordinance for an organized activity to be held on City property without the required permits having been issued and without paying the associated fees.
- C. All Special Events held with the City must be held in accordance with local, State and Federal law, including but not limited to, the Americans with Disabilities Act.
- D. Any Special Event held on private or leased property, except for those events hosted on the City beaches where private ownership interests may abut and/or overlap the public right of way and are maintained by the City, are not required to pay the permit application fees set forth herein. Provided that, for any event held on private or leased property, the owner of the land and/or the promoter of the event shall be responsible for any and all costs incurred by the City as a result of said event.
- E. Any Special Event permittee who proposes to build any stage or any other similar type of improvement on City property in connection with said event shall be subject to approval and inspection by the City Construction Office. A failure to cooperate with the Construction Office and/or obtain the approval(s) contemplated herein shall be grounds for revocation of any permit(s) issued.
- F. The group, organization, and/or permittee for any Special Event(s) shall indemnify and hold harmless the City of Wildwood, its employees, agents, and/or officers from all claims, losses, liens, expenses, suits and attorney's fees arising out of the event and must complete indemnification forms provided as part of the application.
- G. The group, organization, vendors, and/or permittee for any Special Event(s) shall carry adequate insurance subject to approval by the City Risk Manager. The insurance certificate must list the City of Wildwood as an additional insured.
- H. Employees of the Office of Code Enforcement of the City of Wildwood and the Wildwood Police Department are authorized to issue summonses for violations of this Ordinance.
- I. Violation of this Ordinance shall subject a violator to a fine of not less than \$100.00 and not more than \$2,000.00 as permitted by law.

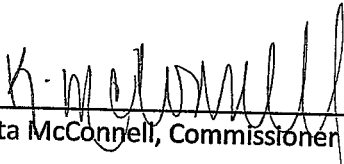
7. Exemption

- A. Island based (which includes the City of Wildwood, North Wildwood, and Wildwood Crest) education, religious, as well as veterans' groups shall be eligible for Civic Special Event Application Fees and shall be exempt from Special Event Production Permit Fees as set forth herein.
- B. Island based Civic organizations, as determined by the City in its absolute and sole discretion, are eligible for Civic Special Event Application Fees. However, all such organizations holding an event(s) in the City shall be responsible for any costs incurred by the City, which may include, but are not limited to cleanup costs, police and fire personnel presence.
- C. The Board of Commissioners retains the ability by way of Resolution to issue a waiver for any and all permit fees and City costs, in its sole and absolute discretion for island based charitable events.
- D. Any events and/or Special Event(s) hosted by or at the Wildwood Convention Center shall not be subject to the City EMS Personnel fee as set forth herein.

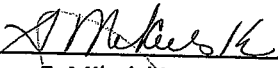
Section 2. If any portion of this ordinance is determined to be invalid by a Court of competent jurisdiction, that determination shall have no effect upon the remainder of this Ordinance, which shall remain valid and operable.

Section 3. All Ordinances, or parts of Ordinances inconsistent with this Ordinance, to the extent of such inconsistencies only and specifically including Ordinance. No. 1249-23, 1280-24 and 1306-24, are hereby repealed.

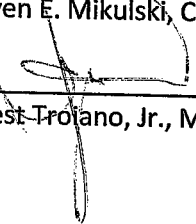
Section 4. This Ordinance shall take effect 20 days subsequent to final passage as provided by law.




Krista McConnell, Commissioner



Steven E. Mikulski, Commissioner



Ernest Troiano, Jr., Mayor

Attest: 

Lisa A. Brown, City Clerk

The above Ordinance was introduced and passed first reading on March 26, 2025.
Public Hearing on the above ordinance was held on April 9, 2025.
The above Ordinance passed second reading and final passage on April 9, 2025.