

Sacramento Public Library Policy

Policy Name:	Outdoor Spaces Policy				
Issue Date:	October 2013	Revision Date:	August 2022	Board Approval Date:	December 2022

Purpose

The purpose of this policy is to identify restrictions on the use of outdoor Library spaces.

Policy

Because libraries are government buildings, federal and state law allow individuals to use outdoor spaces on Library property to gather signatures, display hand-held signs, pass out flyers, and engage in other peaceful expressive activities protected by the First Amendment to the U.S. Constitution, subject to reasonable time, place, and manner restrictions.

While the public may use outdoor spaces for protected expression, the passage of library users to and from the facilities cannot be impeded.

If an expressive activity will take place on all or any portion of a public street, sidewalk, or neighboring park, and/or if it involves the assembly of more than 50 people, you may be required to obtain a special permit from the applicable City or County.

Organizations wishing to use the Library's outdoor space for an organized event or meeting must comply with the Library's Meeting Room Policy and/or obtain a special event permit from the applicable City or County depending upon the location of the event.

Prohibited Activities

Members of the public cannot do the following:

1. Bring or keep any dangerous or deadly weapons as defined in the California Penal Code, or any fireworks, confetti, smoke, or fog-generating devices.
2. Engage in any behavior or activity that violates federal, state, or local laws, or violates the Library's Code of Conduct.
3. Harm or destroy any landscaping or vegetation of any kind.
4. Stand, sit in, or otherwise use any water feature, statue, sculpture, or architectural or design feature in a manner inconsistent with its intended use.
5. Dispose of trash or garbage in any location other than in receptacles provided for that purpose.

6. Use any type of paint, chalk, stickers, nails, fasteners, or adhesive on any surface, including trees.
7. Erect or place any sign, display, or structure, temporary or otherwise, excluding hand-held signs, banners, or flags.
8. Use any heat source or flame.
9. Leave personal property unattended other than bicycles parked at bicycle racks.

Branch Guidelines

Written guidelines have been established for each branch that set forth a diagram of the exterior spaces that must be kept clear to maintain unimpeded patron access and egress. To the extent that any activity on Library property impedes public access to the building or is otherwise prohibited, the Library or other authorities will ask the participants to disburse.

The Library will not provide table or chairs to any individuals engaged in protected expressive activity on Library property.

Parking Lots

Parking lots close to or adjacent to a branch are not owned or operated by the Library. Permission to utilize the space for events must be requested in writing to the Branch Supervisor who may then redirect you to the appropriate governing agency or owner.

Attachment A: Branch Diagrams

These [guidelines](#) outline by diagram where demonstrators or signature gatherers may stand to ensure unimpeded ingress and egress, and whether tables may be used. The Library will not provide table or chairs.

Example:

Sample branch diagram showing exterior areas to be kept clear, Arcade Branch:

