

**PARTY PERMIT APPLICATION
APPLICATION FOR PARTY PERMIT
UNDER ORDINANCE CHAPTER 8, SECTION 8**

APPLICATION IN WRITING: Application for a permit to hold an actual or anticipated assembly of 20 or more persons shall be made in writing to the City Clerk upon a form to be obtained from City Hall.

A. All applications for party permits shall be in writing and made on forms supplied by the City, fully completed in every detail, and under oath.

B. All applications anticipating attendance of one hundred (100) natural persons, or less, and eight hours or less in duration, shall be made at least fourteen (14) days in advance of the proposed event and those anticipating attendance of more than one hundred (100) natural persons or more than eight hours in duration shall be made at least thirty (30) days in advance of the proposed event.

C. Application forms shall contain, but not be limited to, the name and address of the sponsor, the number expected to attend, the type of enclosure, water supply, toilet facilities, solid waste disposal, medical care (if any), illumination, parking, camping, security, fire protection, noise control, and telephones.

D. Incomplete applications shall forthwith be returned by the City Clerk/Treasurer to the sponsor. Applications for attendance of one hundred (100) natural persons or less and duration of eight hours or less shall be review by the Chief of Police and Fire Chief and, if they both approve and waive submission to the Council, the City Clerk shall issue the permit. All other applications shall be submitted to the Council at its next regular meeting.

(Please print or type the answers to the following):

Applicant Name	
Applicant Email	
Address of Sponsor	
Address of Event	
Date of Event	
Hours of Event	
Contact Phone #	
Purpose of Assembly	
Number of Expected People	

What plans do you have to limit the maximum number of persons permitted to assemble?

At the time the application is submitted, the sponsor or applicant must provide a written plan including the provisions herein required for operation of the assembly. Ten days prior to the start of the assembly, a city official will inspect the site (if needed) to determine whether the requirements of these provisions have been met.

1. Will intoxicating beverages or non-intoxicating malt liquors be allowed at the assembly? Yes____ No____
 - a. If the answer is YES, then will the applicant be selling such intoxicating beverages or non-intoxicating malt liquor?
 - b. Will the application sell tickets for attendance and be providing such beverages?

(Note: In the situation where the applicant proposes to sell tickets and provide alcoholic beverages, or proposes to sell the alcohol beverages to the assembly, then an application for the appropriate liquor license will have to accompany the application for the outdoor party license, together with all necessary policies of insurance.)

2. Include plans for illumination of the assembly if it will continue after sundown, including the source and amount of power and the location of lights.
3. List the means by which emergency vehicles will be summoned, and the means of access of emergency vehicles to the outdoor party site. **(MAP OF AREA)**
4. Include plans for adequate sanitary facilities (Toilets and lavatory), including the source, number, location, type, and means of disposing of waste deposited.
5. Include the plans for holding, collecting, and disposing of solid waste material.
6. Include plans for parking vehicles including size and location of lots, points of highway access and interior roads, including routes between the highway access and parking lots.

7. Include plans for fencing the location of assembly and the gates contained in such fences.

8. Include plans for supplying potable water including the source, amount available, and location of outlets.

9. Include plans for sound control and sound amplification, if any, including the number, location, and power of amplifiers and speakers.

**The applicant is hereby notified that the Clerk and/or City Council may attach conditions to any application issued under this ordinance. A copy of the full ordinance is attached for your review. The above plan for the operation of the assembly should conform to the ordinance, especially chapter 8-8-3.*

If the proposed outdoor party is for a maximum of less than 100 persons and will not be held for longer than 8 hours, the City Clerk shall issue the license to the applicant.

For applications which the City Clerk or Police Chief recommends prior approval by the City Council, the Clerk shall place the application together with the recommendations on the agenda of the next regularly scheduled meeting of the City Council for its final review.

8-2-7. - Noise violations.

- A. **Prohibited Noises.** The following are declared to be nuisances affecting public health, safety, peace or welfare:
 1. Any distinctly and loudly audible noises that unreasonably annoys, disturbs, injures, or endangers the comfort, repose, health, peace, safety, or welfare of any person, or precludes their enjoyment of property, or affects their property's value (this general prohibition is not limited by any specific restrictions provided in this ordinance).
 2. All obnoxious noises, motor vehicle or otherwise, in violation of Minnesota Rules, Chapter 7030, as may be amended from time to time, are hereby incorporated into this ordinance by reference.
 3. The use of any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling, or other noise.
 4. The discharging of the exhaust or permitting the discharge of the exhaust of any statutory internal combustion engine, motor boat, motor vehicle, motorcycle, all-terrain vehicle (ATV), snowmobile, or any recreational device, except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations.
 5. Any loud or excessive noise in the loading, unloading, or unpacking of any vehicle.
 6. The use or operation, or permitting the use or operation, of any radio receiving set, television set, musical instrument, music device, paging system, machine, or other device for producing or reproduction of sound in a distinctly and loudly audible manner so as to disturb the peace, quiet, and comfort of any person nearby.
- B. **Hourly Restriction of Certain Operations.**
 1. **Domestic Power Equipment.** No person shall operate a power lawn mower, power hedge clipper, chain saw, mulcher, garden tiller, edger, drill, or other similar domestic power equipment, except between the hours of 7:00 AM and 10:00 PM on any weekday or between the hours of 9:00 AM and 9:00 PM on any weekend or holiday. Snow removal equipment is exempt from this provision.
 2. **Refuse Hauling.** No person shall collect or remove garbage or refuse in any residential district, except between the hours of 6:00 AM and 10:00 PM on any weekday or between the hours of 9:00 AM and 9:00 PM on any weekend or holiday.
 3. **Construction Activities.** It is unlawful for any person to engage in or permit construction activities creating audible noise off-site involving the use of hand-held tools including but not limited to tools such as hammers, saws,

wrecking bars; or electrical, diesel, or gas-powered tools including but not limited to saws, drills, or sanders except between the hours of 7:00 a.m. and 9:00 p.m. on any weekday and Saturday or between the hours of 9:00 a.m. and 8:00 p.m. on any Sunday or holiday. Operations and acts performed exclusively for emergency work to preserve the safety, welfare or public health of the citizens of the city or for emergency work necessary to restore public service or to eliminate a public hazard shall be exempt.

4. *Radios, Music Devices, Paging Systems, and the Like.* The operation of any device referred to in Section 8-2-5.A.6. of this Ordinance between the hours of 10:00 PM and 7:00 AM in a manner so as to be plainly audible at the property line of the structure or building in which it is located, or at a distance of 50 feet if the source is located outside a structure or building shall be prima facie evidence of a violation of this Section.

C. *Noise Impact Statements.* The Council may require any person applying for a change in zoning classification or a permit or license for any structure, operation, process, installation, alteration, or project that may be considered a potential noise source to submit a noise impact statement on a form prescribed by the Council. The Council shall evaluate each such statement and take its evaluation into account in approving or disapproving the license or permit applied for or the zoning changes requested.

8-8-6. - Enforcement.

Any illegal act by any person in attendance at a party, or in the premises of the party, or any violation of any condition of the permit, or any misrepresentation in the application, shall render the permit void and may, upon Council action, cause a forfeiture of any bond posted as a condition. If persons have gathered pursuant to a void permit they shall be ordered to disperse. It is unlawful for any person to fail to disperse when so ordered by a peace officer.

OATH OR AFFIRMATION. The applicant hereby states, under oath and affirmation that the statements contained herein and in the documents attached to this application are true and correct to the best knowledge of the applicant, and is signed and sworn to or affirmed by the individual making application; or a general partner in the case of a partnership; or all of the officers of an unincorporated association, society or group, or if there is no officers, by all members; or by the authorized officers of any corporation, whether it be a non-profit corporation or a business corporation.

Applicant Signature:		Date:
Applicant Signature:		Date:

This application has been reviewed by the City Clerk and the following action has been taken:

Copy to Police Chief on: _____
(date)

The recommendations of the Police and/or Fire Chief have been received and are attached hereto.

Approved by City Clerk: _____
(date)

Application referred to the City Council and will be on the regular council meeting agenda on _____
(date)