

City of Nelsonville

Athens County, Ohio

APPLICATION FOR SPECIAL EVENT PERMIT

Nelsonville City Code §11.07.01 Exhibition, permit required

An application must be submitted with notarized signature and application fee of twenty-five dollars (\$25.00) no later than one (1) week before a Special Event is to be held.
An approved permit is only valid for the activity and time identified in the application and shall in no case be valid for more than seven (7) days.

Organization/Sponsor's Name: _____

Organizational Officer's Name and Title: _____

Authorized Applicant's Name: _____

Contact Address: _____
Street City State Zip code

Phone: () _____ e-mail: _____

Type of Event: _____

Date(s) and time(s) of Event: _____ to _____

Location/Address of Event: _____

Sanitary Facilities Provider (if required): _____

Note: Each application shall have attached a minimum one million dollar (\$1,000,000.00) liability insurance policy naming the City of Nelsonville as an additional insured.

Note: Each application shall have attached a site plan illustrating the site location, all public streets and alleys that may be impacted, the location of roadblocks, barriers and detour signs, the location of all sanitary facilities, dumpsters and other temporary structures and any additional information required by the City Manager to determine the extent of impact on the general public and the City of Nelsonville.

"...I hereby swear or affirm that all of the information and drawings attached to this application are to the best of my knowledge truthful and accurate. I have read and acknowledge all requirements and restrictions contained in the enabling legislation and understand that grounds clean-up and restoration are the responsibility of the sponsoring organization or individual. By my signature, I have authorized the City of Nelsonville to restore the site and forward all costs to the sponsoring organization for failure to comply. I understand that associated with the event, no intoxicating liquor, beer or wine shall be provided or consumed on any public street or sidewalk and such violation shall cause immediate revocation of the permit..."

Signed and acknowledged in the presence of:

Signature: _____

Printed Name: _____

STATE OF _____,

COUNTY OF _____, ss:

The foregoing instrument was acknowledged before me, _____, a Notary Public in and for said County and State, this ____ day of _____, 20____ and that the applicant did sign the aforementioned instrument of their own free act and deed.

Notary Public

seal

State of _____

Commission Expiration Date: _____

FOR OFFICIAL USE ONLY

Application №: _____ Date Received: _____ Fee Received: _____

Reviewer's Name: _____ Date Reviewed: _____

Reviewer's recommendation/comments: _____

City Manager's comments: _____

Mark Hall, Nelsonville City Manager

Date

Approved **Denied**

Nelsonville City Code Chapter 11.07

EXHIBITIONS, PROCESSIONS AND PARADES

§11.07.01. Exhibition: permit required.

(A) Each person, company, group, or organization desiring to conduct, stage, or give an event, circus, festival, menagerie, carnival, sideshow, or exhibition shall first obtain a permit and pay a permit fee of twenty-five dollars (\$25.00) or an amount established by separate ordinance.

(B) An applicant for a permit to conduct such an exhibition shall apply to the City Manager for a permit at least one (1) week prior to the activity for which the permit is required. Such application shall be sworn and contain the following:

- (1) Name of the sponsoring individual, company, group, or organization;
- (2) Name of the applicant authorized to submit the application;
- (3) If an organization, the names of the organization's officers and their titles;
- (4) Copy of a liability insurance coverage in the amount of one million dollars (\$1,000,000.00) per incident with the City of Nelsonville, Ohio, named as an additional insured;
- (5) Date(s) of the event for which the permit is required;
- (6) Location of the exhibition;
- (7) Type of exhibition or event;
- (8) A statement that adequate sanitary facilities will be provided in accordance with requirements of the Athens City-County Health Department; and
- (9) A statement that the sponsor of the exhibition or event shall provide grounds cleanup and restore the grounds where the exhibition or event was held to the same condition as existed prior to the exhibition or event, together with an acknowledgement and agreement that if the City is required to perform grounds cleanup and restoration due to the sponsor's failure to do so, that the sponsor shall be responsible for any expense incurred by the City in so doing.

(C) The City Manager shall review an application and issue a permit, provided he deems that the exhibition or event for which the permit is required meets the following criteria:

- (1) Is morally proper;
- (2) Is in a suitable location;
- (3) Is properly insured; and
- (4) Has no applicants or officers with a felony record in any state.

(D) No permit shall be issued for any exhibition or event for more than seven (7) consecutive days.

(E) No person, company, group, or organization shall sell or otherwise provide any intoxicating liquor, beer, or wine on any public street or sidewalk in association with a permit issued under this section. Any violation of this sub-section by any person, company, group, or organization associated with permit issued under this section shall cause such permit to be invalidated and immediately revoked.

(F) No person, company, group, or organization shall conduct an exhibition without a required permit. Whoever violates any provision of this section shall be guilty of a misdemeanor of the fourth degree.

§11.07.02. Processions and parades: permit required.

(A) Each person, company, group, or organization desiring to conduct a procession or parade shall first obtain a permit from the Chief of Police with a permit fee due in an amount established by separate ordinance.

(B) An applicant for a permit to conduct such a procession or parade shall apply to the Chief of Police for a permit at least one (1) week prior to the activity for which the permit is required. Such application shall be sworn and contain the following:

- (1) Name of the sponsoring individual, company, group, or organization;
- (2) Name of the applicant authorized to submit the application;
- (3) The exact route of the procession or parade;
- (4) Date and time of the procession or parade and the direction of march or travel for which the permit is required;

(C) It shall be unlawful to conduct a procession or parade in violation of this section except such provisions shall not apply to marches or maneuvers of Military Forces of the United States.

(D) No person, company, group, or organization shall conduct a procession or parade without a required permit.

§11.07.03. Blocking streets or sidewalks for exhibitions, processions, or parades.

(A) No person, company, group or organization shall block or hinder any public street or sidewalk for purposes of an exhibition, procession or parade without having first obtained a required permit.

§11.07.99. Penalty

Whoever violates any provision of this Chapter shall be guilty of a misdemeanor of the fourth degree.