

CITY OF PAYNESVILLE
LARGE SHOWS & ASSEMBLIES APPLICATION

(300 PERSONS OR MORE)

221 Washburne Ave., Paynesville, MN 56362

Phone: (320) 243-3714

Fax: (320) 243-3713

Please Print

Date: _____

Fee: _____

Applicant/Sponsoring Organization: _____

Mailing Address: _____

Daytime Phone: _____

Email Address: _____

Type of Event: _____

Date(s) of Event: _____

Location of Event: _____

Hours of Event: _____

Estimated Number of Attendees: _____

Certificate of Insurance (copy must accompany application)

Company Name: _____

Name of Agent: _____

Expiration Date: _____

Exceptions to this license include the following:

- Performances presented in the local schools and colleges, under the sponsorship of such schools and colleges, and primarily for the students thereof only.
- Performances of athletic, musical or theatrical events sponsored by local schools or colleges using student talent only.
- Any performance or event in, or sponsored by, bona fide local church and nonprofit organizations, provided that such organization shall be incorporated.
- Any activity or performance more specifically defined and licensed under another section of this chapter.

I (We) hereby agree that in case such license is granted, I (we) will comply with the laws of the State of Minnesota and the ordinance and regulations of Section 10-62 of the Paynesville City Code (see attached).

I (We) here by certify that I (we) have read and examined this application and know the same to be true and correct.

_____ Date: _____

Applicant's Signature or Authorized Representative of Sponsoring Organization

_____ Date: _____

City Council Approval

Comments: _____

CATEGORY OF EVENT

Public Show _____

Air Show/Fly/Drive In _____

Fair _____

Musical Concert _____

Movie _____

Caravan _____

Circus _____

Carnival _____

Theatrical Performance _____

Other _____

Please explain: _____

REGULATIONS NEEDED

(Unless waived by Council)

Fencing _____

Potable Water _____

Enclosed Toilets _____

Solid Waste Disposal _____

Sufficient Lighting _____

Security _____

Traffic Control _____

Admin. Control Center _____

Certificate of Insurance _____

Medical Services _____

Sufficient Parking _____

Fire Protection _____

Copies of Advertising _____

Land Owner Permission _____

Shows And Large Assemblies. Sec. 10-62.

(a) *License required.* It is unlawful for any person to present any public show, movie, caravan, circus, carnival, theatrical or other performance or exhibition without first having obtained a license therefor from the city. It is also unlawful for any person to promote or sponsor a large assembly, for any purpose and to which the public is invited, without first having obtained a license therefor from the city. For the purpose of this section, the term "large assembly" means a gathering, or projected gathering, of more than 300 persons at one time and at a single location.

(b) *Regulations.* Unless waived or modified by the council upon good cause being shown, all applicants for an initial license where a large gathering is to be held shall show ability to provide and, during the term of the license, if issued, shall be conditioned upon maintaining the following:

- (1) If fully or partially out-of-doors, a fence shall completely enclose the location and be of sufficient height and strength to prevent people in excess of the maximum permissible number from gaining access to the grounds, which fence shall have a sufficient number of gates to allow safe passage to and from the gathering.
- (2) Potable water, meeting all federal and state requirements for sanitary quality, sufficient to provide drinking water for the maximum number of persons to be assembled, at the rate of at least one gallon per person per day.
- (3) Enclosed toilets, separate for men and women, meeting all state and local specifications, conveniently located throughout the grounds, sufficient to provide facilities for the maximum number of people to be assembled in accordance with the state board of health regulations and standards, which shall be kept clean, operable and free of refuse.
- (4) A sanitary method of disposing of solid waste in compliance with state and local laws and regulations, sufficient to dispose of the solid waste production of the maximum number of people to be assembled.
- (5) Illumination sufficient to light the entire area of the assembly if it is to continue during the hours of darkness.
- (6) Security and traffic controls meeting the requirements of local authorities and the state department of public safety. Regularly employed security officers, sufficient to provide adequate security for the maximum number of people to be assembled. Such officers shall be licensed by the state.
- (7) An administrative control center with telephones where local authorities can contact the licensee and law enforcement personnel inside the area of the assembly.
- (8) A policy or certificate of insurance, on which the city, its agents and employees are additional insureds, providing public liability insurance in the amount of at least \$100,000.00 for the injury of one person, \$300,000.00 for the injury of two or more persons in the same accident, and \$100,000.00 for property damages. An annual aggregate of \$300,000.00 may be included in the insurance coverage.
- (9) Physicians and nurses licensed to practice in the state sufficient to provide the average medical care enjoyed by state residents for the maximum number of people to be assembled at the rate of at least one physician and nurse for every 5,000 people, together with an enclosed covered structure where treatment may be rendered, containing separately enclosed treatment rooms for each physician, and at least two emergency ambulances with attendants for each 5,000 people.
- (10) A parking area inside of the assembly grounds sufficient to provide parking space for the maximum number of people to be assembled at the rate of at least one parking space for every four persons.
- (11) Fire protection to be provided by the sponsor, including extinguishing devices and fire lanes. Such fire protection shall be sufficient to meet all applicable state laws and local regulations which are in effect. Sufficient emergency personnel to efficiently operate the required equipment shall be provided by the sponsor.
- (12) Copies of all proposed advertising.
- (13) All reasonably necessary precautions to ensure that the sound of the assembly will not carry unreasonably beyond the enclosed boundaries of the location of the assembly.
- (14) Written permission from the owner of the premises.

(c) *Maximum size.* It is unlawful for any licensee to admit a larger number of people than the maximum fixed by the council at the time of issuance of the license.

(d) *Overnight camping.* It is unlawful for any licensee to permit or for any participant, spectator, or customer to camp or sleep overnight at the location of a large assembly. It is also unlawful for any licensee to permit, or any participant, spectator or customer to prepare food on such premises, unless such person is a concessionaire. This section does not apply to security officers performing their duties as such.

(e) *Investigation fee.* In addition to the license fee, the council may fix an investigation fee commensurate with the cost of such investigation.

(f) *Permitted area.* Large assemblies shall be permitted only after a finding by the council that the character of the proposed assembly is compatible with the character of the surrounding neighborhood considering the problems of noise, lighting, traffic, sanitation, congestion, and other factors affecting the public health, safety and welfare of the entire area, and compliance with this Code.

(g) *Exceptions.* The following activities and performances are exempt from compliance with this section:

- (1) Performances presented in the local schools and colleges, under the sponsorship of such schools and colleges, and primarily for the students thereof only.
- (2) Performances of athletic, musical or theatrical events sponsored by local schools or colleges using student talent only.
- (3) Any performance or event in, or sponsored by, bona fide local church and nonprofit organizations, provided that such organization shall be incorporated.
- (4) Any activity or performance more specifically defined and licensed under another section of this chapter.