



**APPLICATION FOR  
TEMPORARY OUTDOOR MUSIC**

**Cost \$50 (per event)**

LICENSE NO. \_\_\_\_\_

**Temporary Outdoor Music Application must be submitted a minimum of 14 business days prior to a Council meeting.**

**Office Use Only**

Date Rec'd: \_\_\_\_\_ Amount Pd: \_\_\_\_\_  
Check/Cash: \_\_\_\_\_ Mtg Date: \_\_\_\_\_  
Permit mailed: \_\_\_\_\_ Sheriff notified: \_\_\_\_\_

1. Applicant Name and/or Organization: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Day-time Phone No.: \_\_\_\_\_ Email Address: \_\_\_\_\_
2. Address of where the Outdoor Musical Performance will take place:  
 \_\_\_\_\_  
 \_\_\_\_\_
3. Date(s) the Outdoor Musical Performance will take place:  
 \_\_\_\_\_  
 \_\_\_\_\_
4. Hours of the Outdoor Musical Performance:  
 \_\_\_\_\_  
 \_\_\_\_\_

**CHECKLIST OF ITEMS NEEDED WHEN SUBMITTING AN APPLICATION TO THE PLANNING DEPARTMENT FOR A TEMPORARY OUTDOOR MUSIC PERMIT**

*Staff will review Section 5-5-3 of the City Code in determining whether to grant the request for temporary outdoor musical performance. Applicants should review this section of the Ordinance to understand conditions the City places on outdoor musical performances. In addition, permit approval will be based upon the applicants providing the following information for review by City staff:*



*The applicant shall demonstrate that the event site can satisfy the requirements the City has set forth with regards to holding an outdoor music event. They shall submit a written narrative and/or site plan addressing the following:*

- \_\_\_\_\_ Anticipated number of people at the outdoor music event.
- \_\_\_\_\_ The provision of sanitary facilities for the music event.
- \_\_\_\_\_ The provision of security and/or fencing to control access to the music event.
- \_\_\_\_\_ The location of off-street parking for the music event.
- \_\_\_\_\_ The location and orientation of the proposed stage, speakers, amplifiers, and performers. In addition, applicants shall indicate the distance between these entities and any residence/building in a residential zoning district, which must be a minimum of 300 feet.
- \_\_\_\_\_ A calendar of days in the week when outdoor music events may occur.
- \_\_\_\_\_ A description of the type of musical performance (i.e. instrumental, acoustic, etc.)

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date