



INSTRUCTIONS FOR EVENT PERMIT APPLICATIONS

- ❖ Review Ordinance, Chapter 118.080-118.999 and Chapter 101.
- ❖ Complete Event Permit Application. Please allow seven (7) business days prior to event for processing.
- ❖ Check to see if Temporary Liquor License, Parade Permit, Auxiliary Police or Barricade Request applications need completed. These applications can also be found on the City of Danville www.cityofdanville.org website.
- ❖ Mail completed application with payment to City Clerk at 17 W. Main St., Danville IL 61832 or submit electronically to cityclerk@cityofdanville.org with payment made by credit card. Credit card payments can be taken over the phone by calling (217) 431-2304. Please make checks payable to City of Danville.
- ❖ Completed application and payment can also be dropped off in person at the City Clerk's office at the Robert E. Jones Municipal Building, 1st Floor, 17 W. Main St., Danville IL between the hours of 8:00 a.m. – 12:00 p.m. and 1:00 p.m. – 4:30 p.m.
- ❖ Upon receipt of payment and application, the City Clerk's office will forward to the Police Department for approval.
- ❖ Permit will be issued with the approval of the Mayor and can either be picked up or mailed.



Please Note: Applications must be submitted at least 5-7 business days prior to event for processing. (15 for downtown events.) If we are notified of the event being cancelled within 30 days, a refund can be issued.

APPLICATION FOR SPECIAL EVENT

(CHAPTER 118.80-118.81)

CHECK ALL THAT APPLY:

Business _____ Group _____ Entity _____ Individual _____ Other (identify) _____
 Private _____ Public _____ Inside _____ Outside _____ Live/Recorded Music _____ Speaker/Sound System _____

EVENT INFORMATION:

Organization, Business, or Individual Sponsoring Event: _____

Address of Above Named Sponsor: _____ Phone #: _____

Contact Person for Event: _____ Phone #: _____ Email: _____

Purpose/Title of Event: _____

Proposed Location for Event: _____ Address: _____

Date(s) for Event: _____ Annual Event: _____ Yes _____ No

Proposed Times: *Set-up:* _____ *Start:* _____ *End:* _____

(PLEASE NOTE: 11:00 p.m. is the cut off time for any music and/or loud sounds for outside events.)

1. Will Alcohol be sold or provided free of charge at Event? Yes _____ No _____
2. If yes to above, have you applied for a Temporary Liquor License? Yes _____ No _____
3. Is the Event a Parade, Demonstration, Procession, or March/Run? Yes _____ No _____ If yes, application attached? Yes _____
4. Are you requesting the services of the Auxiliary Police Officers? Yes _____ No _____ If yes, application attached? Yes _____
5. Are you requesting the use of Barricades or Cones to block off any street, alley or portion thereof? Yes _____ No _____
6. If requesting the use of barricades or cones for a street closure, a hand-drawn or computer generated map **MUST** be submitted with this application that shows the route and/or placement of barricades for Event. Attached? Yes _____
7. Please contact the City Risk Manager, Kathy Courson, to see if Liability Insurance is needed for your event. (217) 431-2305 or kcourson@cityofdanville.org Certificate attached? Yes _____ No _____
8. When permits are ready, I will pick up: _____ OR please mail to: _____
9. Does the applicant attest that the forgoing information is true and correct to the best of their knowledge? Yes _____

Printed name of Applicant: _____ **Signature:** _____ **Date:** _____

APPLICATION FEE: BUSINESSES: \$25.00-per day of event | INDIVIDUALS & NFP'S: \$10.00-per day of event

(Office use only)

Received By: _____ Date: _____ Fee: \$ _____ Date Paid: _____ License # _____

Public Safety Director: _____ Date: _____ Mayor (NWS Approval) Date: _____

Date license mailed/picked up: _____ Emailed to Staff: Yes _____ No _____ Date: _____

Office Use Only
Sponsor: _____
Event: _____
Date(s): _____

CHAPTER 101: NOISE AND NUISANCES

Section

101.01 Noise

101.02 Certain nuisances enumerated

101.99 Penalty

§ 101.01 NOISE.

(A) The making, creating or permitting of any unreasonably loud, disturbing or unnecessary noise in the city is prohibited. The making, creating or permitting of any noise of such character, intensity or duration as to be detrimental to the life, health or welfare of any individual or which either steadily or intermittently annoys, disturbs, injures or endangers the comfort, repose, peace or safety of any individual is prohibited.

(B) The following acts, among others, are declared to be loud, disturbing, and unnecessary noises and in violation of this section. This enumeration shall not be deemed to be exclusive.

(1) Prohibited noises enumerated:

(a) Blowing horns. The sounding of any horn or signal device on any automobile, motorcycle, or bus, while not in motion, except as a danger signal if another vehicle is approaching apparently out of control, or if in motion only as a danger signal after or as brakes are being applied and deceleration of the vehicle is intended; the creation by means of any signal device of any unreasonable loud or harsh sound; and the sounding of that device for an unnecessary and unreasonable period of time.

(b) Musical instruments and other sound devices.

1. Playing, using or operating, or permitting to be played, used or operated, within a dwelling, any musical instrument, or other machine or device for producing or reproducing sound in such a manner as to disturb the peace, quiet and comfort of the neighboring inhabitants, or at any time with louder volume than necessary for the convenient hearing of the person or persons who are in the room or chamber in which the machine or device is operated. The operation of any such musical instrument, machine or device between the hours of 11:00 p.m. and 7:00 a.m. in such a manner as to be plainly audible at a distance of 50 feet shall be prima facie evidence of a violation of this section.

2. Playing, using or operating or permitting to be played, used or operated, any musical instrument or other machine or device for producing or reproducing sound within a vehicle in such a manner as to disturb the peace, quiet or comfort of the neighboring inhabitants or at any time with louder volume than is necessary for the convenient hearing of the person or persons inside the vehicle. The operation of any such musical instrument, machine or device within a vehicle in such a manner as to be plainly audible at a distance of 50 feet shall be prima facie evidence of a violation of this section.

(c) Yelling, shouting, hooting. Yelling, shouting, hooting, whistling, or singing on the public streets, particularly between the hours of 11:00 p.m. and 7:00 a.m. or at any time or place so as to annoy or disturb the quiet, comfort, or repose of any persons in any hospital, dwelling, hotel or any other type of residence or of any persons in the vicinity.

(d) Pets. The keeping of any animal, bird, or fowl which by causing frequent or long continued noise shall disturb the comfort or repose of any person in the vicinity.

(e) Use of vehicle. The use of any automobile or motorcycle so out of repair, so loaded or in such manner as to cause loud and unnecessary grating, grinding, rattling, or other noise.

(f) Exhaust discharge. To discharge into the open air the exhaust of any steam engine, stationary internal combustion engine, motor vehicle or motor boat engine except through a muffler or other device which will effectively prevent loud or explosive noises.

(g) Building operations. The erection (including excavation), demolition, alteration, or repair of any building in any residential district or section, the excavation of streets and highways in any residential district or section, other than between the hours of 7:00 a.m. and 6:00 p.m. on week days, except in case of necessity in the interest of public health and safety, and then only with a permit from the inspector of buildings. The permit may be granted, for a period not to exceed 30 days, while the emergency continues. If the inspector of buildings determines that the public health and safety will not be impaired by the erection, demolition, alteration, or repair of any building or the excavation of streets and highways within the hours of 6:00 p.m. and 7:00 a.m. and if he determines that loss or inconvenience would result to any party in interest, he may grant permission for the work to be done within the hours of 6:00 p.m. and 7:00 a.m. on application being made at the time the permit for the work is awarded or during the progress of the work.

(h) Noises near schools, hospitals, or churches. The creation of any excessive noise on any street adjacent to any school, institution of learning, church, or court while the same are in session, or adjacent to any hospital, which unreasonably interferes with the workings or sessions.

(i) Loading and unloading operations. The creation of a loud and excessive noise in connection with loading or unloading any vehicle or the opening and destruction of bales, boxes, crates, and containers.

(j) Noises to attract attention. The use of any drum, loudspeaker, or other instrument or device for the purpose of attracting attention to any performance, show, or sale or display of merchandise.

(k) Loud-speaker or amplifiers. The use of loud-speakers or amplifiers for advertising or other purposes.

(2) Exceptions. None of the terms or prohibitions shall apply to or be enforced against:

(a) City vehicles. Any vehicle of the city while engaged upon necessary public business.

(b) Repair of bridges and streets. Excavations or repairs of bridges, streets, or highways by or on behalf of the city, the county, or the state, during the nighttime when the public welfare and convenience renders it impossible to perform the work during the day.

(C) Any violation of this section is declared to be a nuisance. In addition to any other relief provided in this section, the city may apply to a court of competent jurisdiction for an injunction to prohibit the continuation of any violation of this section. The application for relief may include seeking a temporary restraining order, preliminary injunction, and recovery of all costs and reasonable attorney's fees incurred by the city in the action.

('64 Code, § 22-34) (Ord. 7432, passed 12-5-89; Am. Ord. 7484, passed 9-4-90; Am. Ord. 8123, passed 8-1-00; Am. Ord. 8339, passed 2-3-04)

Statutory reference:

Power of city to prevent or suppress noises, see ILCS Ch. 65, Act 5, § 11-5-2

§ 101.02 CERTAIN NUISANCES ENUMERATED.

It is declared to be a public nuisance:

(A) Carcasses of animals, offal and filth. To cause the carcass of any animal or any offal, filth, or noisome substance to be collected or remain on any premises or place.

(B) Offensive premises. To allow any premises where any animal is kept to become nauseous, foul, or offensive.

(C) Throwing offensive matter in lakes and springs. To throw or deposit any offal or other offensive matter or the carcass of any animal in any watercourse, lake, pond, spring, well, or street, alley, public highway, or park.

(D) Offensive or injurious cellars, vaults, and privies. To allow any cellar, vault, drain, privy, yard or premises to become foul, offensive, or injurious to public health.

(E) Putrid animal or vegetable matter. To deposit or permit to remain on any premises or public street or alley, slops, animal or vegetable matter of any kind which is, or is likely to become, putrid or offensive.

(F) Foul or stagnant water. To permit foul or stagnant water to stand on any premises.

(G) Encroaching upon or obstructing streets and alleys. To encroach on or obstruct any street, alley, or public ground with any building, fence, or structure of any kind.

(H) Deposit of matter likely to become offensive. To deposit slops, animal, or vegetable matter of any kind which is likely to become putrid or offensive on any premises or public street or alley.

(I) Obstructing view at street intersections. To construct or maintain any sign, earth embankment, fence, hedge, tree, or shrub obstructing a clear view at any corner of a road or street intersection between points 20 feet back from the intersection of the roadways to the corner, and 4 feet above the crown of each intersecting roadway.

('64 Code, § 22-35)

Statutory reference:

Powers of city to define and abate nuisance, see ILCS Ch. 65, Act 5, § 11-60-2

(J) The enumeration of nuisances shall not be deemed to be exclusive.

('64 Code, § 22-36) (Am. Ord. 9042, passed 4-5-16)

EVENT LICENSE

§ 118.080 LICENSE REQUIRED.

No performance, exhibition, entertainment, show, amusement, gathering or similar event shall be conducted or allowed outdoors on public or private property without a license therefore if it involves: amplified sound; the blocking or closing of a street or part of a street, or an alley or part of an alley; interference with the normal flow or regulation of traffic on streets, parks, or other public grounds; or other similar circumstances which would have a negative impact on the area surrounding the proposed event. No license shall be required for events held by or at the David S. Palmer Arena, nor for events conducted by the city.

(Ord. 8493, passed 8-1-06) Penalty, see § 118.999

§ 118.081 APPLICATION; FEE.

(A) Application for the license required by § 118.080 shall be made to the City Clerk on forms provided by the city. The application shall include: the name, address, and phone number of the applicant; the address of the performance, exhibition, entertainment, show, amusement, gathering, or similar event; the date and time of the performance, exhibition, entertainment, show, amusement, gathering, or similar event; a detailed description of the type and extent of the event, including any request for blocking or closure of a street or part of a street; and, any other information as the city may require.

(B) The applicant shall sign the application attesting to the truth and accuracy of the information contained on the application. The application shall be submitted to the City Clerk no later than 72 hours prior to the date of the event.

(C) The fee for an event license shall be \$25 per day for businesses, and \$10 per day for individuals and not-for-profits. In addition to the fee described herein, any applicant who requests the use of barricades shall pay an additional \$10.

(D) Any license issued shall be valid only for the time specified on the license.

(E) No license shall be issued pursuant to this subchapter unless:

(1) The application is filed and the fee paid;

(2) The issuance of such license would not be detrimental to the health, safety, welfare or best interests of the city; and,

(3) No other reasonable cause exists to deny the issuance of such license.

(Ord. 8493, passed 8-1-06; Am. Ord. 8929, passed 3-18-14) Penalty, see § 118.999

§ 118.082 REVOCATION.

Notwithstanding the provisions contained in this chapter, any license issued pursuant to this subchapter may be revoked by the Mayor at any time if the licensee is conducting, operating, or maintaining the performance, exhibition, entertainment, show, amusement, gathering or other similar event in such a way as to violate any of the provisions of this chapter, other ordinances of

the city or laws of this state, to injure the morals of the community, or to otherwise be detrimental to the best interests of the city.

(Ord. 8493, passed 8-1-06) Penalty, see § 118.999

§ 118.999 PENALTY.

(A) The penalties herein shall be in addition to and may be imposed concurrently with any other penalty or action taken or which may be taken against the person.

(B) Any person found guilty of violating, disobeying, omitting, neglecting, or refusing to comply with, or resisting or opposing the enforcement of any of the provisions of this chapter, upon conviction thereof, shall be punished by a fine of not less than \$200 nor more than \$500 for the first offense and not less than \$500 nor more than \$1,000 for the second and each subsequent offense in any 180-day period. The offender shall also be ordered to pay all of the costs and fees incurred by the city in prosecuting the violation, which shall include but not be limited to the costs associated with an administrative adjudication proceeding or court proceeding, and reasonable attorney's fees. A separate and distinct offense shall be regarded as committed each day on which a person shall continue any such violation.

(Ord. 8493, passed 8-1-06)