

Town of La Plata

Mayor
Roy G. Hale

Council
R. Wayne Winkler
C. Keith Back
Lynn D. Gilroy
Joseph W. Norris



Town Manager
Daniel J. Mears

Assistant Town Manager
Michelle D. Miner

APPLICATION FOR OUTDOOR CONCERT NOISE PERMIT (Town Code 137-3)

Important: This application must be completed in full. Incomplete applications will be returned to the event organizer.
137-3 - Permits.

A. The officer charged with the responsibility of issuing permits for the activities requiring permits in accordance with § 137-2 hereof shall issue permits for such activities if such officer shall find that the activities will not unduly or unnecessarily annoy, disturb, injure or endanger the comfort, repose, health, peace or safety of others, that the activities will not violate any other ordinance or law or create a public nuisance and that the public health and safety will not be endangered thereby.

B. Permits shall specify the dates and hours of the permitted activities, which shall not be allowed between the hours of 9:00 p.m. and 7:00 a.m. unless the issuing officer shall determine that it is in the best interest of the community that the activities take place wholly or partially during such hours.

C. The issuing officer is authorized to adopt and use such forms of applications and permits as may be reasonably required in the performance of his duties. Each application for a permit shall be accompanied by a fee as set forth in Chapter 101, Fees, which shall be payable to the Town of La Plata.

SECTION 1 – ORGANIZATION INFORMATION

Date of Application: _____ 501 (c)3 Organization ___ Yes ___ No

Name of Sponsoring Organization: _____

Contact Name: _____

Address: _____

City, State, Zip: _____

Phone Day: _____ Phone Cell: _____

Email: _____ Website: _____

SECTION 2 – OUTDOOR CONCERT INFORMATION

Name of Event: _____

Date of Event: _____

Event Time: _____ to _____ Total time, Set-up to Take-Down: _____ to _____

Concert Location: _____

Areas Requested for use at Town Hall: Please check all areas that apply

___ East lawn ___ West lawn ___ Parking lot ___ Town Hall Circle

Estimated Attendance: Spectators: _____ Participants: _____ Volunteers: _____

Generally describe your event and its purpose: _____

1. Will electricity be required for this event? ___ yes ___ no
It is the responsibility of sponsoring organization to ensure that there is adequate electrical capacity to support the event and to obtain additional electrical supply if needed.
2. Will music be played/performed at this event by a band or amplified sound system? ___ yes ___ no
a. If yes, explain in detail: _____

3. Will you be bringing a stage or platform to use for this event? ___ yes ___ no
a. If yes, list size of stage or platform _____
4. Will food and/or beverages be served? ___ yes ___ no
a. If yes, list type: _____

All food vendors must be approved/licensed by the Charles County Health Department. Food vendor's Certificate of Insurance including product liability must be obtained no later than 10 businesses days before the event and be posted the day of the event. Indicate location of food vendors on the site plan. A hand washing station must be provided by Applicant and indicated on site plan.

5. List any special needs, requests, or concerns: _____

Applicant's Signature: _____

Title: _____ Date: _____

FOR TOWN USE ONLY

___ **Approved** **Fee paid \$** _____

___ **Disapproved**

Town Manager's Signature

Date