





## Chapter 605. Alcoholic Beverages

### Section 605.041. Application for Special Event Permit.

[Ord. No. 906 §2, 6-11-2002]

A. A person seeking issuance of a special event permit shall file an application in the office of the City Clerk on forms provided by the City.

1. *Filing period.* An application for a special event permit shall be filed not less than fifteen (15) days nor more than forty-five (45) days before the date on which the special event is to occur. The Board of Aldermen may, in its sole discretion, consider an application filed less than fifteen (15) working days before the special event.

2. *Contents.* The application shall contain the following information:

- a. The nature of the special event;
- b. A description of the special event, including the hours when it will start and terminate and the location of the event;
- c. The name, address and telephone number of the person responsible for the event;
- d. The signature of at least one (1) adult who is responsible for the event;
- e. Proof of sufficient insurance for the holding of the special event;
- f. Consent and approval for the special event by all owners and tenants in possession of the premises.

### Section 605.042. Standards for Issuance of Special Event Permit.

[Ord. No. 906 §2, 6-11-2002]

A. The Board of Aldermen may issue a special events permit when, from the consideration of the application and such other information as is obtained, they find that:

1. The proposed event and its location are permitted by the terms of this Chapter;
2. The application complies in all respects with the requirement of this Chapter;
3. The concentration of persons or vehicles at the event will not unduly interfere with proper fire and Police protection of the area nor interfere with providing ambulance service to the area;
4. The conduct of the special event is not likely to cause injury to persons or property or to provoke disorderly conduct or create a disturbance.