

TOWN OF LAFAYETTE
SPECIAL EVENT PERMITTING

ORDINANCE 10 - 04

The Town Board of the Town of LaFayette, Walworth County, Wisconsin does hereby ordain as follows:

SECTION 1.0 PURPOSE

The streets in possession of the Town are primarily for the use of the public in the ordinary way. However, under proper circumstances, the Town may grant a permit for streets to be used for a special event, subject to reasonable municipal regulation and control. Therefore, this ordinance is enacted to regulate and control the use of streets pursuant to a Special Event Permit to the end that the health, safety and general welfare of the public and the good order of the Town can be protected and maintained.

SECTION 2.0 APPLICATION

A written application for a Special Event Permit by persons or groups desiring the same shall be made on a form provided by the Town clerk and shall be filed with the Town clerk, sixty (60) days prior to the proposed street closure. The application shall set for the following information regarding the proposed street use:

- A. The name, address and telephone number of the applicant(s)
- B. If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization
- C. The name, address and telephone number of the person(s) who will be responsible for conducting the proposed use of the street
- D. The date and duration of time for which the requested use of the street is proposed to occur
- E. An accurate description of that portion of the street proposed to be used
- F. The approximate number of persons for whom use of the proposed street area is requested
- G. A recent sworn financial statement detailing the assets and liabilities of the applicant(s)
- H. A written confirmation from Walworth County that the County approves of the proposed Special Event

SECTION 3.0 REPRESENTATIVE AT MEETING

The person or representative of the group making application for a Special Event Permit shall be present when the Town Board gives consideration to the granting of said Special Event Permit to provide any additional information which is reasonably necessary to make a fair determination as to whether a permit should be granted.

SECTION 4.0 MANDATORY DENIAL OF SPECIAL EVENT PERMIT

An application for a Special Event Permit shall be denied if:

- A. The proposed Special Event would violate any federal or state law or any ordinance of the Town

- B. The proposed Special Event will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property
- C. The application for a Special Event Permit does not contain the information required above
- D. The proposed use could equally be held in a public park or other location. In addition to the requirement that the application for a Special Event Permit shall be denied, as hereinabove set forth, the Town Board may deny a permit for any other reason or reasons if it concludes that the health, safety and general welfare of the public cannot adequately be protected and maintained if the permit is granted.

SECTION 5.0 FEES

An application for a Special Event Permit shall be accompanied by a fee per the current fee schedule created and amended as necessary by the Town Board.

SECTION 6.0 CONSENT TO ISSUANCE OF SPECIAL EVENT PERMIT

In addition to the fee required by the previous section, each application for a Special Event Permit, except for parades or races sponsored by civic, youth or scout organizations which have been in existence for at least six (6) months, shall be accompanied by a petition designating the proposed area to be used and time for said proposed use. Said petition shall be verified and shall be submitted in substantially the following form:

PETITION FOR SPECIAL EVENT PERMIT

We, the undersigned residents of _____ street in the Town of LaFayette, hereby consent to the _____ recreational or business use of this street between the hours of _____ and _____, on _____/_____/_____ (date), for the purpose of _____.

We do hereby consent to the Town of LaFayette to grant a Special Event Permit for use of said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the Town of LaFayette shall attach to the granting of the requested Special Event Permit. We further understand that the permit will not be granted for longer than six (6) hours on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is requested.

We designate _____ as the responsible person or persons who shall apply for an application for a Special Event Permit.

SECTION 7.0 INSURANCE

The applicant for a Special Event Permit may be required to indemnify, defend and hold the Town and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the Town on account of any injury to our death of any person or any damage to property caused by or resulting from the activities for which the permit is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant may be required to furnish a Certificate of Comprehensive General Liability Insurance with the Town of LaFayette. The applicant may be required to furnish a performance bond prior to being granted the permit.

SECTION 8.0 TERMINATION OF SPECIAL EVENT PERMIT

A Special Event Permit for an event in progress may be terminated by the Town Board or a law enforcement agency if the health, safety and welfare of the public appears to be endangered by activities generated as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Town of LaFayette. Law enforcement officers have the authority to revoke a permit or

terminate an event in progress if the even organizers fail to comply with any of the regulations in the street use policy or condition stated in the permit.

SECTION 9.0 BARRICADES

Barricades will be furnished, installed and removed by the Town of LaFayette to ensure property signage of the street use.

This Ordinance adopted by the Town Board of the Town of LaFayette on this 8th day of April 2009.

Bruno Schiffler, Chair

Passed this day: 04.08.2009

Barbara A Fischer, Town Clerk-Treasurer

Filed this day: 04.08.2009