



## APPLICATION FOR INTERMEDIATE-SIZED SPECIAL EVENT LICENSE

### PART I

Application Date: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Telephone #: \_\_\_\_\_  
\_\_\_\_\_

Name of the chairman of the event: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Telephone #: \_\_\_\_\_  
\_\_\_\_\_

Name of individual or organization to whom the license shall be issued (if different from above)\*: \_\_\_\_\_

Address: \_\_\_\_\_ Daytime Telephone #: \_\_\_\_\_  
\_\_\_\_\_

\*If a corporation, club or association, names of all officers on separate sheet.

License Fee: \$25.00

Date Paid: \_\_\_\_\_ Check #: \_\_\_\_\_

A license may not be transferred by the licensee to any other individual, corporation, partnership, club or association.

A license may be revoked by the Town Manager at any time during the life of the license for any violation by the operator or any violation of the Code of the Town or any other applicable State or federal law. Cause shall be deemed to include but shall not be limited to, false information in the application for a license knowingly given, and failure to show good intent to comply with the conditions under which the license has been granted.

### PART II

Description of the type of event: \_\_\_\_\_  
\_\_\_\_\_

Location of the event and zoning district: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date and time schedule of the event(s): \_\_\_\_\_  
\_\_\_\_\_

Total estimated attendance expected: \_\_\_\_\_

### **PART III**

#### **Indemnification Agreement**

The sponsors hereby represent stipulate, contract and agree that they do jointly and severally indemnify and hold harmless the Town of Killingly against liability for any and all claims for damages to property or injury to or death of persons arising out of or the conduct of the public at and during the life of the event.

**Required Surety: \$250.00**

**Date Paid:** \_\_\_\_\_ **Check #:** \_\_\_\_\_

Before a permit is granted, the Town Manager may require additional data if deemed necessary (i.e. adequate parking facilities, security, etc.).

Plans and supporting documents received and approved (rejected) as presented. An application shall not be deemed complete until Parts I, II and III have been submitted and signed by the Town Manager.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Mary Calorio, Town Manager

\_\_\_\_\_  
Date

# Killingly Code of Ordinances

## Chapter 11

### OFFENSES AND MISCELLANEOUS PROVISIONS

Art. I.	In General
Art. II.	Outdoor Events
	Division 1. Generally
	Division 2. License
Art. III.	Adult-Oriented Establishments
Art. IV	Registration of Burglar Alarms

#### ARTICLE I. IN GENERAL

##### Section 11-1 Massage parlor operation restricted

- (a) It shall be unlawful for any establishment, regardless of whether it is a public or private facility, to operate as a massage salon, bath parlor, or any similar type business, where any physical contact with the recipient of such services is provided by a person of the opposite sex.
- (b) This section shall not apply to a physician, surgeon, chiropractor, osteopath, massage therapist, or physical therapist duly licensed by the state, or to a licensed nurse acting under the direct prescription and direction of any such physician, surgeon, chiropractor or osteopath. Also, this section shall not apply to barbershops or beauty parlors in which massage is given to the scalp, the face, the neck or the shoulders. (Ord. of 10-11-77, § 1; Ord. of 2-24-94)

##### Section 11-2 Bazaars and Raffles<sup>1</sup>

Sections 7-170 through 7-186, pertaining to provisions for bazaars and raffles, of the General Statutes of Connecticut, as amended, are hereby adopted by reference and made a part of this Code as if fully set out herein. (Ord. of 8-9-88)

##### Sections 11-16–11-17 RESERVED

#### ARTICLE II. OUTDOOR EVENTS<sup>2</sup>

##### DIVISION 1 GENERALLY

##### Section 11-18 Purpose

It is the intention of this article to provide for the protection of the health, welfare, property, and safety of the public in general by regulating through licensing and inspection outdoor events and affairs of like nature conducted in the town. (Ord. of 8-12-80)

##### Section 11-19 Definitions<sup>3</sup>

The following definitions shall apply to the interpretation and enforcement of this article:

**Intermediate special event** shall mean any public gathering of more than five hundred (500) but less than one thousand five hundred (1,500) persons assembled at any one (1) time for one (1) particular event. These may include, but are not limited to, festive activities, concerts, cultural events, exhibitions, competitions, collections of shows, live entertainments sporting events, music festivals or other non-sporting events which are open to the public at large, but shall not apply to public processions, parades or marches which are conducted on public streets or highways.

**License** shall mean the permission in writing of the town manager issued in accordance with the provisions of this article or other applicable laws to carry on an outdoor event.

<sup>1</sup> Editor's note -- Codification of a nonamendatory ordinance adopted Aug. 9, 1988, as § 11-2 was at the editor's discretion.

<sup>2</sup> Cross reference—Streets, sidewalks and public places, Ch. 13.

<sup>3</sup> Cross reference—Rules of construction and definitions generally, § 1-2.

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**Special event** shall mean any public gathering of more than one thousand five hundred (1,500) persons assembled at any one time for one particular event. These may include, but are not limited to, festive activities, concerts, cultural events, exhibitions, competitions, collections of shows, live entertainment, sporting events, musical festivals or other non-sporting events which are open to the public at large, but shall not apply to public processions, parades or marches which are conducted on public streets or highways.

**Sponsor** shall mean the person or entity who executes the application of a license to conduct a special event. (Ord. of 8-12-80, § I)

## **Section 11-20 Hours restricted**

No activity or performance regulated by this article shall be conducted before 9:00 a.m. or after 12:00 midnight. (Ord. of 8-12-80, § III (I))

## **Section 11-21 Ticket sales restricted**

- (a) Ticket sales for any special event or performance shall be made in advance of the day the event or performance is to be held. No ticket sales shall be permitted at the site's box office on the day of the event. All advertising and publication pertaining to the event or performance shall contain notice that no ticket sales will be made at the site's box office on the day of the event. No ticket sales shall occur until a license is granted.
- (b) Ticket sales for intermediate size events shall be permitted at the site's box office on the day of the event. No ticket sales shall occur until a license is granted. (Ord. of 8-12-80, § III (J))

## **Section 11-22 Licensee's responsibility for medical services**

A licensee under this article shall be responsible for providing medical and ambulance services to the extent which shall be determined necessary by the director of public health. First aid facilities must be available at the event site and the cost borne by the operator. (Ord. of 8-12-80, § III (K))

## **Section 11-23 Indemnification Agreement**

The sponsor of an event regulated by this article shall execute an indemnification agreement on behalf of the town substantially as follows:

"The sponsors hereby represent, stipulate, contract and agree that they do jointly and severally indemnify and hold harmless the Town of Killingly against liability for any and all claims for damages to property or injury to or death of persons arising out of or the conduct of the public at and during the life of the event." (Ord. of 8-12-80, § IX)

## **Section 11-24 Surety**

- (a) The town manager may require a surety in an amount satisfactory to the town manager in addition to the minimum surety specified below which amount may depend upon the type of and size of the event proposed, the duration of the event, the expected gross receipts of the event, the availability of alcohol, the potential for damage to public property, the amount of liability insurance carried by the sponsors under which the town is a named insured, and other related factors. This surety shall be used to guarantee that upon the termination of the event the general area where the event has been conducted will be left in good condition, cleaned up and cleared of all paper, waste material, and debris within five (5) days from the termination of the event.
- (b) The town manager shall require a minimum surety of one thousand dollars (\$1,000.00) for a special event.
- (c) The town manager shall require a minimum surety of two hundred dollars (\$200.00) for an intermediate special event. (Ord. of 8-12-80, § X)

## **Section 11-25 Effect of article on zoning regulations<sup>4</sup>**

This article shall not supersede any town zoning regulations which may apply to outdoor events. Such outdoor events shall only occur in those sections of the town as designated by the zoning regulations. (Ordinance of 8-12-80, § III (L))

## **Section 11-26 Exemptions**

The provisions of this article shall not apply to:

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<sup>4</sup> Cross reference—Zoning regulations, App. C.

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- (1) Those events for which the town provides a direct financial contribution or those events sponsored by the town, Borough of Danielson, state or federal government and to any continuing recreational activities in existence on the effective date of the ordinance from which this article is derived.
- (2) Events open to the public at large which will assemble less than five hundred (500) persons. (Ord. of 8-12-80, § XIII)

## **Section 11-27 Violations and penalties**

Any violation by the operator of an event regulated by this article of the provisions of this article, upon conviction in addition to the forfeiture of the license shall be subject to punishment as provided in section 1-9 of this Code. (Ord. of 8-12-80, § XI)

## **Sections 11-28 – 11-38 Reserved**

## **DIVISION 2 LICENSE**

### **Section 11-39 Required**

No special event shall be held without a valid license issued pursuant to this division. (Ord. of 8-12-80, § II (A))

### **Section 11-40 Application; required information**

- (a) No license for a special or intermediate size event shall be considered or issued unless and until the sponsor desiring to conduct the event shall have made and signed a written application to the town manager for an operator's license in the form provided by the town and paid the proper fee when required not less than forty-five (45) days for a special event and fifteen (15) days for an intermediate size event prior to the first day of operation of the proposed event.
- (b) The application for such a license shall contain the following information taken under oath; however, the town manager may require further clarification of information if needed:
  - (1) The name, address, and telephone number of the individual or organization wishing to conduct this event; if a partnership, names of all partners; if a corporation, club or association, names of all officers.
  - (2) The name, address and telephone number of the individual who will be the chairman of the event and who will be responsible for its conduct.
  - (3) The name, address and telephone number of the individual or organization to whom the license is desired to be issued.
  - (4) The date and time schedule when the event is to be conducted, and the hours when the event will start and terminate.
  - (5) The location for which such event is to take place.
  - (6) The applicant must provide evidence satisfactory to the town manager to substantiate the total estimated attendance and the suitability of the proposed site in terms of location, size, and support facilities to protect the health, welfare, property, and safety of the public and the attendees. The license, if granted, shall specify the number which shall be permitted at the site.
  - (7) Plot plan of the area with its facilities and narrative demonstrating adequate plans to meet applicable town, state and other standards to provide safety for the public in regard to:
    - a. Parking.
    - b. Law enforcement and security: The licensee is to be responsible for providing adequate police security and for supervision of parking vehicles. Determination of the extent of the security required and the number of people required for the orderly parking of vehicles shall be made by the town manager.
    - c. Drinking water.
    - d. Sufficient toilet facilities, both permanent and temporary.
    - e. Fire prevention and protection.
    - f. Refuse collection and disposal.

The provisions of this subparagraph (7) shall not apply to intermediate size events. The final inspection of the facilities and review of the plans shall be subject to a review by the town manager, fire marshal, engineer, building official, zoning official, and director of public health at least forty-eight (48) hours before the time that the licensed

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activity will begin to insure that all possible steps have been taken to safeguard the public from injury, fire, panic and unhealthful conditions. (Ord. of 8-12-80, §§ II (B), III)

## **Section 11-41 Public Notice of Application**

- (a) Public notice of each application for a license required by this division, disclosing pertinent facts concerning the event, shall be provided by the town manager within seven (7) days after the application is received with the cost of such publication paid by the applicant.
- (b) The town manager shall not grant nor deny the license until at least eight (8) days after such public notice is made.
- (c) This section shall not apply to an intermediate size event. (Ord. of 8-12-80, § II©, (D))

## **Section 11-42 Fees**

- (a) A fee of two hundred fifty dollars (\$250.00) shall be charged for the special event operator's license required by this division.
  - (b) A fee of twenty-five dollars (\$25.00) shall be charged for the intermediate size event operator's license required by this division.
- (Ord. of 8-12-80, § VI)

## **Section 11-43 Denial**

The town manager shall act upon an application for a license for a special event within fifteen (15) days after the filing of the same and within seven (7) days for an intermediate size event. If the town manager disapproves the application of the special event, he shall mail to the applicant by certified mail within twenty (20) days after the date upon which such application was filed a notice of his action stating in general terms the reason for his denial of the license and within nine (9) days for an intermediate size event.

(Ord. of 8-12-80, § IV)

## **Section 11-44 Appeal from denial**

- (a) Any appeal to the town council from denial of a license required by this division by the town manager must be taken within five (5) days after notice of such denial.
  - (b) The town council shall notify the applicant by certified mail within five (5) days of its decision.
- (Ord. of 8-12-80, § V)

## **Section 11-45 Transfer prohibited**

A license issued under this division may not be transferred by the licensee to any other individual, corporation, partnership, club or association.

(Ord. of 8-12-80, § VII)

## **Section 11-46 Revocation**

The operator's license issued under this division may be revoked by the town manager at any time during the life of such license for any violation by the operator or any violation of the Code of the town or any other applicable state or federal law. Cause shall be deemed to include, but shall not be limited to, false information in the application for a license knowingly given, and failure to show good intent to comply with the conditions under which the license has been granted.

(Ord. of 8-12-80, § VIII)

## **Section 11-47 Term**

The site for a special event shall not be licensed for the event for more than one day, and only one special event may take place within the confines of the town within a two-day period. The site for an intermediate size event shall not be licensed for such event for more than five (5) consecutive days.

(Ord. of 8-12-80, § III (H))

## **Section 11-48 – 11-60 Reserved**