



9241 S Avenida del Yaqui • Guadalupe, AZ • 85283-2598
Phone: (480) 730-3080 Fax: (480) 505-5368

PARTY PERMIT

Party Permit Application Fee: \$ 5.00 (Non-refundable) Party with Amplified Music Fee: \$45.00.

Host Name: _____
Last First MI

Host Address: _____ Host Phone # _____
City State Home Cell

Host Email: _____

Property Owner's Name: _____ Contact Phone # _____
(If different from Host) Last First MI

Date of Party: _____ Time of Party: _____
The party must conclude by 12:00 a.m. midnight.

Estimated number of attendees: _____

Type of party: _____ Special events planned: _____

Amplified music ☐ Yes ☐ No What type? _____
Name(s) and Address(s) of D.J. / Band

Will alcoholic beverages be served /consumed on premises? ☐ Yes ☐ No

I DECLARE that I have read Town Code of Ordinance: Chapter 95 and understand the contents therein:

Host's Signature Property Owner's Signature if not host Date

Town of Guadalupe Staff

Security Service Required: ☐ Yes ☐ No Permit # _____

Security Service: _____ Phone # _____

Must be a Certified Security Company / Agency - Attach copy of contract.

Comments: _____

Approved ☐ Denied ☐ _____
Authorized Signature Date

§ 95.14 REVOCATION OF PERMIT. The Town Manager or his designee has the authority to revoke a party permit instantly upon violation of the conditions or standards for issuance as set forth herein or when the party creates conditions that threaten to overwhelm the Town's police resources and endanger the lives and property of others. The issuance of a party permit does not authorize the recipient to violate the Town Noise Ordinance Section 12-1-7 or any other portion of the Town Code or state law.

CHAPTER 95: PARTY PERMITS

Section

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- 95.14 Revocation of permit

- 95.99 Penalty

Cross-reference:

Noise regulations, see § 130.07

Park regulations, see Ch. 97

Town Manager, see § 31.20

§ 95.01 DEFINITIONS.

For the purpose of this chapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

AMPLIFIED MUSIC. Live bands or musical performers using an amplified sound system or a “disc jockey” playing musical recorders and using an amplified sound system.

HOST. The person who is holding the party.

OWNER. The person who owns the property where the party is being held.

PARTY. Any gathering of more than 30 persons for the purpose of fun, entertainment, socializing, or any other purpose.

PARTY PERMIT. A permit as set forth in this chapter.

PERSON. Any person, firm, partnership, association, corporation, company, or organization of any kind.

REQUEST FOR A FEE OR DONATION. A request that a person attending a party pay a stated fee or a donation in exchange for admittance.

SIDEWALK. Any area or way set aside or open to the general public for purposes of pedestrian traffic whether or not it is paved.

STREET. Any place or way set aside or open to the general public for purposes of vehicular traffic including any right-of-way, shoulder, or median, whether or not it is paved.

TOWN. The Town of Guadalupe, Arizona.

TOWN MANAGER. The Town Manager of the Town of Guadalupe, Arizona.

(1989 Code, § 17-1-1) (Ord. 2003-11, passed 11-20-2003; Ord. O2020.15, passed 4-23-2020)

§ 95.02 PERMIT REQUIRED.

No person shall host or allow a party on his or her property or host a party on the property of another without first obtaining

a permit from the Town Manager or his or her designee.

(Ord. 2003-11, passed 11-20-2003) Penalty, see § 95.99

§ 95.03 EXEMPTIONS.

This chapter shall not apply to the following:

- (A) Funeral and similar observances that do not use amplified sound;
- (B) Religious observances and other gatherings solely for the purpose of public issue speech or protected by the first amendment to the United States Constitution;
- (C) Family gatherings that do not involve amplified sound; and
- (D) Gatherings of any sort that begin after 5:00 a.m. and end prior to 6:00 p.m.

(Ord. 2003-11, passed 11-20-2003)

§ 95.04 APPLICATION.

(A) A person seeking a party permit shall apply for such permit on forms supplied by the Town Manager and the application shall be signed by the applicant under oath.

(B) The application shall be filed with the Town Manager not less than seven nor more than 90 days in advance of the proposed party date. The Town Manager may for good cause waive the time limits set forth herein.

(C) The application shall state:

- (1) Name, address, and telephone number of the host and/or the property owner where the party is to be held;
- (2) Name, address, and telephone number of the headquarters of the organization hosting the party and the name of the person to be responsible for overseeing the party;
- (3) The requested date and time of the party. A party must conclude by 12:00 a.m. midnight;
- (4) The hour the party will commence and end;
- (5) The number of persons estimated to be in attendance;
- (6) The type of party planned and the type of events planned;
- (7) A description of the type of any recording or sound amplified equipment;
- (8) If a band or musician will play without sound amplification, the number of band members or musicians and the type of musical instruments to be played;
- (9) Whether alcoholic beverages will be served; and
- (10) Any other information that the Town Manager believes would be reasonably necessary to make a decision.

(Ord. 2003-11, passed 11-20-2003)

§ 95.05 FEES.

(A) A non-refundable fee of \$5 shall be paid to the town by the applicant.

(B) In addition to the foregoing fee, a fee of \$45 shall be paid if the party will involve amplified music.

(1989 Code, § 17-1-5) (Ord. 2003-11, passed 11-20-2003; Ord. 2007-04, passed 7-12-2007; Ord. O2020.15, passed 4-23-2020; Ord. O2020.19, passed 4-23-2020)

§ 95.06 SECURITY.

The Town Manager, in his or her discretion, will determine whether police or other security shall be required. The Manager shall base his or her decision on the size, location, and time of the party and whether alcoholic beverages will be served.

(Ord. 2003-11, passed 11-20-2003)

§ 95.07 STANDARDS FOR ISSUANCE.

(A) The Town Manager shall issue the permit when he or she finds:

- (1) Conduct of party will not substantially interrupt the peace and safety of the neighborhood;
- (2) Conduct of party will not endanger the lives and property of persons in the party and those that live in the neighborhood;
- (3) Adequate sanitation will be available for the expected number of party guests;

(4) The location of the party is of a sufficient size to handle the expected number of guests and there is sufficient parking for the expected number of guests; and

(5) Applicant has arranged for security.

(B) Other factors to be considered prior to issuing of the permit:

(1) Whether a party permit has previously been issued for this location within the last 30 days;

(2) Whether the applicant has previously had a party permit revoked or denied; and

(3) No structure shall be erected on a public sidewalk, street, or public property without approval by the Town Council.

(Ord. 2003-11, passed 11-20-2003)

§ 95.08 NOTICE OF DENIAL.

The Town Manager shall act promptly on a timely filed application and shall advise the applicant of a denial not less than three days prior to an event.

(Ord. 2003-11, passed 11-20-2003)

§ 95.09 APPEAL.

(A) The applicant shall have the right to appeal a negative decision by the Town Manager to the Town Council which shall hear the appeal not later than its next regularly scheduled Council meeting, providing there is time to properly notice such appeal on the Council agenda. If not, the appeal will be heard at the next regular or special meeting thereafter.

(B) If the Town Council rejects the applicant's appeal, the applicant may file a request for review with the Superior Court.

(Ord. 2003-11, passed 11-20-2003)

§ 95.10 NOTICE TO OTHER OFFICIALS.

Immediately upon issuance of the permit, the Manager shall notify the following officials:

(A) Mayor and Council;

(B) Chief of Police/Sheriff's Department; and

(C) Fire Chief.

(Ord. 2003-11, passed 11-20-2003)

§ 95.11 CONTENTS OF PERMIT.

Each party permit shall state:

(A) Starting and ending time; and

(B) Any other requirement set forth by the Town Manager.

(Ord. 2003-11, passed 11-20-2003)

§ 95.12 DUTY OF PERMITEES.

(A) Permittees shall comply with all laws and permit conditions and directions.

(B) The party host shall be present at the party and shall carry the permit on his or her person.

(C) The party host shall maintain order at the party.

(D) The party host shall be responsible for any littering on the street by his or her guests going to and from the party.

(Ord. 2003-11, passed 11-20-2003)

§ 95.13 PROHIBITIONS.

(A) It shall be unlawful to host a party without first obtaining a permit.

(B) It shall be unlawful for any person to attend a party for which that person knows no permit was obtained.

(C) It shall be unlawful for any person to participate at a party in such a way as to endanger the safety or property of any person.

(D) It shall be unlawful for any party host or any other person to knowingly violate any condition of a party permit.

(E) It shall be unlawful for the party host or any party attendee to allow noise or fighting or other disruptive behavior or to engage in the aforementioned conduct in such a manner as to disrupt those living in the neighborhood of the peaceful enjoyment of their property.

(F) No fee or donation request will be made to guests to attend the party unless the party has a stated charitable purpose such as a fund raiser for a charity or a needy family. Parties purely for profit shall not be allowed.

(Ord. 2003-11, passed 11-20-2003) Penalty, see § 95.99

§ 95.14 REVOCATION OF PERMIT.

The Town Manager or his or her designee has the authority to revoke a party permit instantly upon violation of the conditions or standards for issuance as set forth herein or when the party creates conditions that threaten to overwhelm the town's police resources and endanger the lives and property of others. The issuance of a party permit does not authorize the recipient to violate the town noise ordinance or any other portion of the town code or state law.

(Ord. 2003-11, passed 11-20-2003)

§ 95.99 PENALTY.

Any person violating any provision of this chapter shall be guilty of a Class 1 Misdemeanor subject to a fine not to exceed \$2,500 and imprisonment for not more than six months in jail. Probation is available for this offense.

(Ord. 2003-11, passed 11-20-2003; Ord. O2020.19, passed 4-23-2020)