Overview

- If your event requires blocking a street or portion of a street, you must include a map showing the location of the event and the places you would like to block the street.

- If you intend to block a street or a portion of a street, you must complete a Neighborhood Notification Form (this notifies neighbors that the street will be blocked) and attach it to your permit application.

- If you plan on using amplified sound, you must submit a sound permit.

- You are required to have the completed permit in your possession. You will be notified when the permit has been processed and you can pick it up.

- If your event involves a fun run/race/walk/parade, you must include a map showing the route and locations of barricades and people monitoring intersections.

- Permit specifications will be included on the permit when it has been completed.

*Turn in permit applications at 2875 10th St.

For more information call 350-9600.
PARADE/ASSEMBLY
PERMIT APPLICATION

Received (Date and Time) ___________________________________________  Permit No.________________________

APPLICATION FOR AND PERMIT TO CONDUCT A MEETING, ASSEMBLY OR PARADE IN OR UPON THE PUBLIC
STREETS, SIDEWALKS, AND PARKS WITHIN THE CITY OF GREELEY.

IMPORTANT

THIS APPLICATION MUST BE COMPLETED IN FULL, PROPERLY SIGNED, AND FILED IN THE OFFICE
OF THE CHIEF OF POLICE THREE FULL WORKING DAYS (72 hours, exclusive of weekends and legal holi-
days) BEFORE THE EVENT FOR WHICH THE PERMIT IS REQUESTED (Section 13.32.020 Code of Ordin-
nances, City of Greeley).

APPLICATION

Name of applicant ________________________________________________________

Address ________________________________________________________________ Phone ________________________________

Name of organization _____________________________________________________

Address ________________________________________________________________ Phone ________________________________

Authorized head of organization __________________________________________

Name of event chairperson ________________________________________________

Purpose of event _________________________________________________________

Type of event ___________________________________________________________

Date of event __________________________ Hours ____________________ a.m./p.m. to ______________________ a.m./p.m.

Location of event or starting point and route of parade (be specific)________________________

Traffic Control Plan (map/drawing) of event location, and/or parade route, closures, barricades etc. must be attached

YES____ NO_____ (if no, why not)__________________________________________

Number of persons participating (estimated)___________________________________

Number and kinds of vehicles participating (estimated)__________________________

Number and kinds of animals participating (estimated)__________________________

Location of parade assembly area _____________________________________________

Location of parade dispersal area _____________________________________________

Plans for assembly and dispersal, including times __________________________________

Will event occupy all or only a portion of the street, sidewalks, or parks? __________________________

If event is in a park, a permit must also be obtained from the Parks Department.

If inter-city parade, has other city issued permit? ______________ If not, alternate route and dispersal area in Greeley

______________________________________________________________

Name of speakers _________________________________________________________

Is sound amplifying equipment to be used? ______________ Is permit being requested? ______________________

Have clean-up arrangements been made or bond posted?________________________
I certify that I have read Chapter 13.32, Code of Ordinances of the City of Greeley. I agree to conduct this event in compliance with the provisions of the Laws and ordinances, and the specifications of this permit, and am aware that violation of my agreement will be grounds for immediate revocation of this permit, and may subject me and all participants to prosecution.

Applicant’s signature ____________________________ Date and time __________________

PERMIT

A permit regarding the application of the reverse hereof is hereby (denied) (approved) with the following specifications:

Chief of Police ____________________________ Date and time __________________

Operations Commander ____________________________

APPEAL (TO CITY MANAGER)

Appeal received (date and time) ____________________________ by ____________________________

APPEAL ACTION (BY CITY MANAGER)

CITY MANAGER ____________________________ DATE AND TIME ____________________________

THIS PERMIT MUST BE IN POSSESSION OF PERSON CONDUCTING EVENT ON LOCATION AND SHALL BE SHOWN TO ANY OFFICIAL OF THE CITY OF GREELEY UPON DEMAND.
NEIGHBOR NOTIFICATION

If you are planning to block off a public street you must notify ALL neighbors who will be affected and have them demonstrate approval by signing below.

Be sure to keep this sheet with you during the event.

EVENT LOCATION: ____________________________________________________________

DATE: ____________________ TIME: ___________________A.M./P.M.

We have been notified by __________________ about the event that will be taking place in our block. We, the undersigned, do not have any concerns that have not been expressed to the party coordinator/applicant and that have not been addressed.

SIGNATURE   ADDRESS   PHONE

________________________________________________________________________

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PERMIT APPLICATION
SOUND AMPLIFYING EQUIPMENT

Chapter 9.32 Greeley Municipal Code

UNDER THE PROVISIONS OF CHAPTER 9.32, GREELEY MUNICIPAL CODE, A PERMIT TO UTILIZE SOUND AMPLIFYING EQUIPMENT AS BELOW IS GRANTED WITH THE FOLLOWING SPECIFICATIONS:

1) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED PRIOR TO 7:00 A.M. AND AFTER 10:00 P.M. OUT-OF-DOORS, OR INDOORS WITH SOUND PROJECTION OUT-OF-DOORS; 2) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED WITHIN 500 FEET OF A SESSION OF CITY COUNCIL OR A LEGALLY CONSTITUTED COURT; 3) NO SOUND AMPLIFYING EQUIPMENT SHALL BE USED AT A SOUND LEVEL WHICH CAUSES SUFFICIENT DISTURBANCE TO RESIDENTS OF THE NEIGHBORHOOD THAT THEY REQUEST POLICE ASSISTANCE IN STOPPING THE SOUND AMPLIFICATION IN PROGRESS. UPON NOTIFICATION TO APPLICANT OR HIS REPRESENTATIVE BY A POLICE OFFICER, THE SOUND LEVEL MUST BE APPRECIABLY REDUCED TO TERMINATE RECEIPT OF RESIDENT COMPLAINTS. REFUSAL TO COMPLY WITH SUCH A REQUEST WILL IMMEDIATELY VOID THIS PERMIT.

NAME OF APPLICANT:

ADDRESS & PHONE:

NAME OF ORGANIZATION:

DATE OF EVENT: _______________ STARTING TIME: _______________ ENDING TIME:

PURPOSE OF EVENT:

LOCATION OF EVENT AND EQUIPMENT:

ROUTE OF TRAVEL (if equipment is mobile)

TYPE OF EQUIPMENT:

CHECK ONE OR MORE: VOICE ______ MUSIC ______ OTHER______

APPROXIMATE NUMBER OF PARTICIPANTS:

PURPOSE: COMMERCIAL ______ NON-COMMERCIAL: __________________________

Signature of Applicant

APPROVED BY:

Operations Commander

__________________________________________

Chief of Police Date & Time