

SPECIAL EVENT APPLICATION
Per Section 7.03.02
Town of Hastings Land Development Regulations

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FEE: \$25.00 (Yard Sales See Below)

APPLICATION NO. _____

1. NAME OF APPLICANT _____ Daytime Telephone No. _____
Business (if applicable) _____ Business Telephone No. _____
Contact E-Mail Address _____
Mailing Address _____ City _____ State _____ Zip _____
2. EVENT LOCATION ADDRESS _____
LEGAL DESCRIPTION (FROM DEED) Lot _____ Block _____ Parcel # _____
Subdivision _____
3. NAME OF PROPERTY OWNER, (if different from applicant) _____
Daytime Telephone No. _____ E-Mail Address _____
Mailing Address _____ City _____ State _____ Zip _____
4. DESCRIPTION OF EVENT ***** (See page 2 for Special Event Criteria) _____

5. EVENT DATES _____
6. HOURS OF OPERATION _____

******* Yard Sales**

No permit fee is required for garage/yard sales held on homesteaded property or by the legal resident of the property.

A yard sale on residential property is limited to 3 consecutive days OR 2 consecutive weekends. No more than 4 yard sale events may be held on a property in one (1) calendar year.

PAGE 2 OF 2 Special Event Application

Per Town of Hastings Land Development Regulations, Section 7.03.02
A permit is required to hold a Special Event within the Town of Hastings.
Ordinance No. 2012-005 adopted on June 11, 2012 amends Section 7.03.02.

PLEASE READ CAREFULLY
AS ANY DEVIATION FROM THE FOLLOWING DEFINITION AND CRITERIA MAY CONSTITUTE A CODE ENFORCEMENT VIOLATION

PER SECTION 7.03.02 OF HASTINGS LAND USE REGULATIONS - A Special Event is defined as follows:
"A Special Event is a public or private fair, festival, athletic event, exhibition, outdoor musical entertainment concert, promotional event for a business, civic or fraternal club, or a revival for a church or similar activity. Garage and/or yard sales are defined as special events. The permit fee for each special event is \$25.00, except no permit fee is required for garage and/or yard sales held on homesteaded property or by the legal resident of the property.

A permit for a special event must be obtained from the Town at least seven (7) days prior to the event. Approval is based on the following criteria.

- (1) The hours of operation are compatible with adjacent land uses.
- (2) The amount of noise or visual pollution generated shall not be disruptive to activities or land uses adjacent to the special event site.
- (3) The promoter or land owner guarantee that all litter will be removed at their own expense.
- (4) The parking generated by the event can be accommodated on site.
- (5) In the case where the event is to be held on public property, the promoter or landowner will be required to supply the town with an insurance certificate naming the Town as an "additional insured" with the minimum coverage of one million dollars comprehensive general liability insurance.
- (6) If the event is held on public property, the town shall require a minimum cash deposit of \$75.00 to cover the cost of security and clean up required by the vent. Said deposit will be returned to permittee if the buildings, grounds and equipment used are in good, clean and undamaged condition, all materials brought onto the property have been removed, and maintenance department has determined the facility as clean. If maintenance/repairs/replacements or security is needed, the deposit shall be withheld for until the Town of Hastings has received reimbursement of costs.
- (7) The event is limited to seven (7) consecutive days or two (2) consecutive weekends with the exception of yard sales which shall be limited to three (3) consecutive days or two (2) consecutive weekends.
- (8) No more than four (4) special events permits can be held on a property in one (1) calendar year.

IN ADDITION.....IF FOOD IS BEING SERVED THE APPLICANT MUST.....

- PROVIDE THE TOWN WITH THE APPLICABLE PERMITS FROM THE DIVISION OF HOTELS AND RESTAURANTS

Property Owner Authorization (if applicable)

Applicant Signature

Property Owner Signature

Date

Date

TOWN STAFF USE

Permit Fee _____ Paid By: Cash ____ Check ____ Check # _____ Receipt # _____

Restrictions or Conditions _____

Approved by: _____ Date _____
Town Representative