



Town of Roxbury, NH

APPLICATION FOR OUTDOOR PERIODIC EVENT LICENSE

(Please print or type)

Applicant _____ Date _____

Address _____ Phone _____

Location of Event _____ Start/Finish Times _____

Date(s) of Event _____ Expected Audience Attendance _____

Description of Event _____

Please answer the following questions regarding your event by checking the appropriate box:

- 1. Will there be food vendors at the Event? Yes No
- 2. Will there be outdoor cooking of food or use of propane? Yes No
- 3. Will there be temporary signs posted? Yes No
- 4. Will there be a structure erected? (ie. a greenhouse, tent, etc) Yes No
- 5. If a tent or structure will be erected, will there be outdoor seating provided to your attendees? Yes No
- 6. Will electrical cords be run to the site? Yes No
- 7. Will you be encumbering parking spaces? Yes No

REQUIRED FOR ISSUANCE: Along with this application, please submit a plot plan identifying the area you will be utilizing for the event.

I hereby certify that the information listed above is a complete and accurate description.

Signature of Applicant

Name Printed or Type

Signature of Property Owner/Agent
Permitting use of the area
(Owner Listed in Assessing Dept.)

\$100.00 per day for Activities of a Commercial Nature _____

Commercial Outdoor Periodic Event shall include athletic exhibitions, public dances, circuses, carnivals, live performances, exhibitions, promotional activities and any similar periodic activity open and available to the public which is conducted outdoors. Promotional activities **shall not include** promotional sales activities which are held at the normal place of business of the sponsor unless they are activities of a type that involve exhibitions, public dances, circuses, carnivals, live performances and other activities of a similar type which do not relate directly to the sale of the product of the business.

No Charge for Non-Commercial Performances _____

Activities conducted by charitable organizations, by governmental agencies, neighborhood groups, or by religious organizations, **unless** such activity is generally considered to be a commercial enterprise.

(For Use By Selectmen's Office)

Date Received _____ Fee Received (if applicable) _____

Plot Plan Received _____ Action Taken _____

Recommendations/Requirements _____

Roxbury Selectmen

REGULATIONS REGARDING OUTDOOR PERIODIC EVENT LICENSES

***Disclaimer of liability.**

The issuance of any certificate of registration or the granting of any license pursuant to this chapter shall not be construed to be an endorsement of any activity authorized or product sold, and the city hereby specifically disclaims any liability related to such licensed or authorized operations. The issuance of a license or the granting of a certificate of registration shall not constitute endorsement of the merits of the organization or person conducting the activity or the operation so licensed or authorized.

***Application.**

Applications for all licenses provided by this chapter shall be available in the designated office and shall be made upon such standard forms as may be prescribed therefor from time to time, which may include the information required for an application, the process of review thereof, the fee therefor, and any conditions or other requirements pertinent to its issuance, and the expiration date thereof. No license shall be valid unless the fee therefor, if any, has been paid and the applicant has the license in his possession bearing all required information, signed by the town official designated to grant such license, and it has not expired, or been suspended, revoked or modified by the town official authorized to grant the license.

***Review process.**

All complete license applications received shall be acted upon within ten days of receipt. The application shall be reviewed by any town officials or departments that may be appropriate in determining whether or not the license should be granted under this chapter and in determining any conditions or restrictions which may be appropriate to the operation of the activity proposed to be licensed. The town officials shall confer with the applicant if there are questions or concerns regarding the proposed activity or if discussion or additional information is needed in order to properly review the application. Licenses shall be granted only if the proposed activity can be carried out in accordance with the applicable laws, safely, and without posing hazard or inconvenience to the public.

***General penalty for violation of Code; continuing violations.**

(a) Whenever in this Code or in any town ordinance any act is prohibited or is made or declared to be unlawful or whenever in such Code or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful, where no specific penalty is provided therefor, the violation of any such section of this Code or any ordinance shall be punished by a fine of not more than \$1,000.00. Each day any violation of any section of this Code or of any ordinance shall continue shall constitute a separate offense.

(b) This section shall be applicable to accomplices and accessories, as well as to principals, and to attempts; and a violation, failure to comply or conspiracy on the part of a corporation or association or organization shall also constitute a violation, failure to comply or conspiracy on the part of any and all individuals participating therein.

***Description.**

Outdoor periodic events shall include athletic exhibitions, public dances, circuses, carnivals, live performances, exhibitions, promotional activities and any similar periodic activity open and available to the public which is conducted outdoors. For the purposes of this article, "promotional activities" shall not include promotional sales activities which are held at the normal place of business of the sponsor unless they are activities of a type that involve exhibitions, public dances, circuses, carnivals, live performances and other activities of a similar type which do not relate directly to the sale of the product of the business.

***Required.**

Any person who wishes to have an outdoor event shall obtain a license from the Selectmens office.

***Fee.**

The fee for a license granted under this division shall be as set forth in the schedule of fees in appendix B to this Code for the duration as specified on the license for activities of a commercial nature. However, no fee shall be required for activities conducted by charitable organizations, by governmental agencies, by neighborhood groups, or by religious organizations, unless such activity is generally considered to be a commercial enterprise.

***Outdoor periodic event license**
fee, per day . . . 100.00