

UTAH COUNTY LARGE PUBLIC GATHERING PERMIT APPLICATION

This application must be submitted a minimum of 30 days prior to the large public gathering, and a permit must be obtained prior to the event. A \$500/day fee and \$2,000 refundable deposit shall be submitted with this application. All fees and deposits must be paid prior to issuance of the permit. Any issued permit for a large public gathering may be revoked by Utah County if any of the terms and conditions contained in the permit or Utah County Code are not complied with.

Any person, including landowners, who knowingly permits, maintains, conducts, undertakes, manages, or operates any large public gathering as defined in Utah County Code (UCC) 7.03.010 without first obtaining a permit as required by 7.03.020 shall be guilty of a Class B misdemeanor. The following application shall be submitted to the Utah County Public Works Department.

In the event an application is denied, the applicant, event manager/operator, or property owner, has the right to have the denial reviewed by the Utah County Commission upon written request to the Utah County Commission within five (5) days after the permit application has been denied.

Application Number: _____

1. Name of applicant*:
2. Applying on behalf of (if other than self):
3. Mailing Address:
City: _____ State: _____ Zip Code: _____
Home Phone: _____ Cell Phone: _____ Fax: _____
Email: _____
4. Is applicant at least 18 years of age: Yes No
5. Name of gathering:
6. Brief description of gathering:

7. Location of gathering (provide address or description of the Utah County properties involved):

8. Date(s) of the gathering:
9. Start and end times:
Start setup: _____ Start gathering: _____
End gathering: _____ End cleanup: _____
10. Will tickets be sold, or entry fees charged? Yes No
11. Total number of attendees:
12. Name of Property Owner:
13. Mailing Address of Property Owner:
City: _____ State: _____ Zip Code: _____
Home Phone: _____ Cell Phone: _____
Email: _____

Minimum Facility Requirements - Site Plan (attach additional pages if needed)

Location and size of parking area for patrons:

Parking and Traffic control measures, including directional and exit signs:

Location of entrances, exits, and interior roadways and walkways:

Location and description of water stations:

Location, type, and provider of restrooms:

Contact information and permit/license numbers of all vendors serving food:

Location and number of food stands/type of food to be served:

Do all vendors have applicable food permits? Yes No

Location, number, type, and provider of solid waste containers:

Name of solid and liquid waste haulers:

Location of manager's/operator's headquarters for the gathering:

Plan for adequate lighting (if event is after dark):

Location of each first aid station and emergency medical provider:

Total number of and qualifications for first aid station personnel:

Emergency services operation plan and contact information for emergency medical provider:

Sight clean-up plan after the gathering:

Plan to address nuisance, health, and safety hazards if animals are present:

Plan to address hazardous conditions, including evacuation, cancellation, or delay:

Plan to limit maximum number of attendees:

Plans for fencing or otherwise confining the location:

Plans for and location of camping facilities, if applicable:

Security plan, including name, contact information, and credentials, and hours for each guard:

Plan for serving alcohol, if applicable, and a copy of appropriate alcohol licenses:

Plans for fire protection:

NOTE: The County signatures on this application do NOT constitute an agreement to provide personnel. No personnel from the Utah County Public Works Department will be present at this event unless prior arrangements have been made and agreed to by the Public Works Department and all applicable fees have been paid. No personnel for traffic control or security will be provided for the event by the Utah County Sheriff's Office unless prior arrangements have been made and agreed to by the Utah County Sheriff's Office and all applicable fees have been paid. Separate approvals may be necessary from other federal, state, or local governments.

Certification:

I hereby certify that I have read, understand, and agree to all terms of this application and all applicable attachments and affirm that to the best of my knowledge all statements contained herein are accurate and correct, and I have authority to bind the applicant, organizers, and property owners to these conditions.

Printed Name of Applicant and Business Name, if applicable

Applicant Signature

Date

For County Use Only Below This Line

This application has been reviewed and is recommended for approval and the issuance of a Large Public Gathering Permit based upon the representations made and pending the verification of required fields and the payment of applicable fees and deposits.

• **UTAH COUNTY PUBLIC WORKS DEPARTMENT:**

- Parks, if applicable _____ Buildings, if applicable _____
 Roads, if applicable _____ Engineering, if applicable _____

• **UTAH COUNTY SHERIFF'S OFFICE:**

- No Contract Needed Utah County Contract # Private Security

Utah County Sheriff (or Deputy/Designated Permit Approval Authority) Date

• **UTAH COUNTY ATTORNEY'S OFFICE:** This application has been reviewed, including verification of required insurance, and is recommended for approval and the issuance of a permit pending the payment of applicable fees.

Utah County Attorney (or Deputy/Designated Permit Approval Authority) Date

• **UTAH COUNTY FIRE MARSHAL:**

Utah County Fire Marshal (or Deputy/Designated Permit Approval Authority) Date

• **UTAH COUNTY HEALTH DEPARTMENT:**

Utah County Health Department (or Deputy/Designated Permit Approval Authority) Date

Total Fee Due: \$ _____ Date Paid: _____ Received By (initial): _____ C.R. # _____