



**\$20.00 Application Fee**  
**Non-Refundable**  
**Pay at Finance Department**  
**Mon – Fri, 8:30am – 5:00pm**  
**Present Payment Receipt at time of Application**



Date Application Received: \_\_\_\_\_ Time Application Received: \_\_\_\_\_

Receiving Officer: \_\_\_\_\_ Payment Receipt #: \_\_\_\_\_

**PUBLIC ADDRESS SYSTEM PERMIT**

NAME OF APPLICANT: \_\_\_\_\_

LOCAL ADDRESS: \_\_\_\_\_

HOME ADDRESS: \_\_\_\_\_

LOCAL PHONE: \_\_\_\_\_ HOME PHONE: \_\_\_\_\_

EXACT TIME OF DAY SYSTEM WILL BE IN OPERATION:

FROM: \_\_\_\_\_ AM/PM TO: \_\_\_\_\_ AM/PM

The permit shall be only in effect from 10:00 a.m. to 11:00 p.m., local time, Sunday through Thursday and  
 10:00 a.m. to 12:00 midnight Friday and Saturday.

EXACT DATE SYSTEM WILL BE IN OPERATION: \_\_\_\_\_

(This permit is good for one day only)

EXACT STREET ADDRESS & LOCATION OF GATHERING:

\_\_\_\_\_

THIS APPLICATION MUST BE COMPLETED AND APPROVED BY THE CHIEF OF POLICE OR HIS DESIGNEE(S) PRIOR TO THE USE OF ANY SOUND AMPLIFYING DEVICES WHICH REQUIRE A PERMIT.

I understand approval of this application does not authorize, permit, cause or allow any noise in violation of Section 24 of the Illinois Environmental Protection Act which reads: NO PERSON SHALL EMIT BEYOND THE BOUNDARIES OF HIS PROPERTY ANY NOISE THAT UNREASONABLY INTERFERES WITH THE ENJOYMENT OF LIFE.

I have read and I understand all of the terms and requirements of the Ordinance regulation noise (Town of Normal Ordinance, Division 5—Sound Amp. Devices) and Section 24 of the Illinois Environmental Protection Act.

\_\_\_\_\_  
 Signature of Applicant

APPROVAL OF APPLICATION: \_\_\_\_\_  
 Chief of Police or his Designee(s)

## PARTY LEGALLY AND COURTEOUSLY CHECKLIST

- \_\_\_\_\_ 1. You are obtaining a P.A. Permit to use amplified sound. Do you understand this Permit expires at 11:00 p.m. Sunday thru Thursday and 12:00 Midnight Friday and Saturday, and that the maximum distance amplified sound may travel is 100 feet from the device?
- \_\_\_\_\_ 2. If you are using a live band, it is your responsibility to explain the provisions of this Permit to all band members.
- \_\_\_\_\_ 3. Have you notified your neighbors that you are having a party and furnished them with a phone number so that you may be contacted regarding complaints?
- \_\_\_\_\_ 4. Have you notified the Student Association to advise them of your party and provide names of all persons residing at your residence who may be contacted regarding complaints?
- \_\_\_\_\_ 5. Have you made arrangements to legally park cars of your guests?
- \_\_\_\_\_ 6. Are there sufficient restroom facilities for your guests?
- \_\_\_\_\_ 7. Have you arranged for sufficient containers so that guests leaving your party can be required to deposit empty beverage containers?
- \_\_\_\_\_ 8. Have you limited the size of your party to a manageable level? Keeping in mind you are responsible for the conduct of your gathering.
- \_\_\_\_\_ 9. Do you understand that you cannot sell alcoholic beverages without a license (selling cups, popcorn, tickets etc. is construed by the courts as selling alcoholic beverages), give or sell alcoholic beverages to minor (under 21), charge admission to the party, or collect for alcoholic beverages? Violation of any of the above laws will subject you to arrest and prosecution.
- \_\_\_\_\_ 10. Do you understand that if you supply alcoholic beverages to your guests that you are responsible for their well being and behavior.
- \_\_\_\_\_ 11. What is the approximate amount of alcoholic beverage you intend to provide?  
\_\_\_\_\_ Kegs \_\_\_\_\_ Cases \_\_\_\_\_ Other
- \_\_\_\_\_ 12. Approximately how many guests do you plan on attending your party?  
\_\_\_\_\_
- \_\_\_\_\_ 13. Do you understand that upon the second visit by the Police Department or any contact after 1:00 a.m. you are required to cease your activity and disperse your guests?
- \_\_\_\_\_ 14. I understand that I must remain at this event until its completion, and make myself available to accept any complaints. If the applicant is unavailable, this permit is revoked.

I acknowledge by my signature having read and understand the regulations of this Permit.

Permit Applicant \_\_\_\_\_ Date \_\_\_\_\_

Issuing Officer \_\_\_\_\_ Date \_\_\_\_\_

The below listed individuals will be assisting with the event.

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_

## DIVISION 5 – SOUND AMPLIFYING DEVICES

SEC. 17.5-1 DEFINITIONS. For the purpose of this Division, whenever the following term appears in this Division 5, it shall have the following meaning, unless a different meaning is clear from the context.

Sound amplifying device - means any device utilizing electric current which amplifies a musical instrument, tuner, phonograph record, magnet tape, any electronically synthesized sound or the human voice.

SEC. 17.5-2 NOISE PROHIBITED. It shall be unlawful to use or operate a sound amplifying device, so that the device produces loud and raucous sounds at a distance greater than 50 feet from said device unless one has obtained a permit to do so from the Chief of Police or his designee(s).

SEC. 17.5-3 PERMITS - APPLICATION. Anyone desiring to use or operate a sound amplification device beyond the limits stated in SEC. 17.5-2 must make application to the Chief of Police or his designee for a sound amplification permit. Such application shall state whether live or recorded sound will be amplified; and if live, the names and addresses of the performers shall be provided. The Chief of Police or his designee shall issue a permit to anyone who applies for the same. Each permit is valid only during the time specified in the permit. Each permittee shall comply with all the terms of this ordinance, including but not limited to SEC. 17.5-4 and shall be responsible for seeing that the sound amplifying device is used or operated in accordance therewith.

### SEC. 17.5-4 TERMS OF PERMIT.

- A. The permit shall be only in effect from 10:00 a.m. to 11:00 p.m., local time, Sunday through Thursday and 10:00 a.m. to 12:00 midnight Friday and Saturday.
- B. The sound amplification device shall not produce loud and raucous sounds greater than 100 feet from the device.
- C. The permit shall not allow loud and raucous sounds within 50 feet of a school or church during the hours they are in session or within 50 feet of a hospital or nursing home.
- D. The Police Chief or his designee may deny a permit for a location if a violation of this Division 5 has occurred at that location within the past two years, or the person or entity seeking the permit has violated any Section of this Division 5 within the past two years.
- E. The Police Chief may deny a permit if a permit for this location or within 300 feet of this location has been issued within the past three months and the Police Chief reasonably believes that the issuance of the permit would unreasonably disturb the peace and quiet of the neighborhood.

SEC. 17.5-5 NOISE WITHIN A MULTIPLE-FAMILY STRUCTURE. It shall be unlawful to use or operate a sound amplifying device so that the device produces loud and raucous sounds within a multiple-family structure at any time during the following hours:

- A. Between 11:00 p.m. on Sunday to Thursday, inclusive, and 10:00 a.m. on the following day;
- B. Between 12:01 a.m. and 10:00 a.m. Saturday; or
- C. Between 12:01 a.m. and 10:00 a.m. Sunday.

SEC. 17.5-6 EXEMPTIONS. The provisions of this Division shall not apply to emergency vehicles, warning or anti-theft devices, units of governments or carillons.

### SEC. 25.16-5 FEES HEREBY IMPOSED BY THE TOWN:

- |                                       |          |
|---------------------------------------|----------|
| C. Fee for Sound Amplification Permit | \$ 20.00 |
|---------------------------------------|----------|