



PLAN TO MANAGE OUTDOOR SPECIAL EVENT

Who must complete this form? When an outdoor event is planned, and the expected attendance per day in the area where alcohol will be sold or consumed is 200 or more, any applicant for a Special Event Permit must complete this form and submit to the City of Lincoln City for approval.

Please note that for a licensed outdoor special event area, more details may be required in addition to the completed plan submitted regarding how you will control the outdoor licensed special event area. An example of when more detailed information may be required, even if the expected daily attendance in the area where alcohol will be sold or consumed is 200 or fewer, would be for projecting an emphasis on alcohol consumption, projecting an emphasis on entertainment, or to propose allowing minors and alcohol together in the same area.

If there is more than one of the above licensees making alcohol available in the same area(s) of the same event, all licensees may agree to submit and follow one plan.

INTRODUCTORY INFORMATION

1. Applicant Name (please print): _____
2. Date(s) and Hours/Time(s) of Event: _____
3. Event Address: _____
4. Estimated total attendance per day in area(s) where alcohol will be sold or consumed:

5. On-Site Contact Person(s) and Contact Phone(s): _____

APPLICANTS PLAN TO MANAGE NOISE AT THE EVENT

The City of Lincoln City Municipal Code, Chapter 9.10, "Noise Control", Section 9.10.030 Prohibitions, limits the amount of noise that may be produced as follows:

No person may produce or permit to be produced, with a sound-producing source, sound that:

1. When measured at or within the boundary of property on which a noise-sensitive unit which is not the source of the sound is located:
 - a) Exceeds 50 dBA at any time between 7:00p.m. and 7:00a.m. the following day, or b) Exceeds 60 dBA at any time between 7:00a.m. and 7:00p.m. the same day;
2. Is plainly audible at any time between 7:00a.m. and 7:00p.m. the same day at a distance of at least 100 feet from the source of the sound;
3. Is plainly audible at any time between 7:00p.m. and 7:00a.m. the following day:
 - a) Within a noise-sensitive unit that is not the source of the sound, or

b) On a public right-of-way at a distance of at least 50 feet from the source of the sound. A violation of any provision of this chapter is a Class A civil infraction.

6. Please describe the method(s) you will use to monitor the noise and your plan to manage the amount of noise to be produce or permitted to be produced:

APPLICANT'S PLAN TO MANAGE ALCOHOL AT THE EVENT

If the estimated attendance per day in the outdoor area(s) where alcohol will be sold or consumed is 200 or more, you must provide an explanation of the minimum standards.

7. Do you estimate that 30 percent or more of the people attending the event will be between 15 and 20 years of age? Yes No

8. Do you estimate the number of patrons in the licensed area will be about the same during the entire time that alcohol is sold or consumed? Yes No

If "No", what are the estimated times that a greater number of patrons will attend?

9. If any of the following people will work in the licensed area, list the minimum number you estimate will work during the estimated times when a greater number of patrons will attend and the estimated times when a regular number of patrons will attend:

Servers (greater attendance times)	_____	Servers (regular attendance times)	_____
Security (greater attendance times)	_____	Security (regular attendance times)	_____
ID Checkers (greater attendance times)	_____	ID Checkers (regular attendance times)	_____

10. Will minor patrons and alcohol be allowed together in the same area? Yes No

If "Yes", describe your plan to prevent minor patrons from gaining access to the prohibited area:

11. Will any portion of the licensed premises be prohibited to minor patrons? Yes No

If "Yes", describe your plan to prevent minor patrons from gaining access to the prohibited area:

12. Will Alcohol Monitors work in the licensed area? Yes No

13. If yes to #12, list the minimum number of Alcohol Monitors you estimate will work during the estimated times when a great number of patrons will attend and the estimated times when a regular number of patrons will attend:

Minimum number during estimated times of greater patron attendance: _____

Minimum number during estimated times of regular patron attendance: _____

14. If "Yes" to #13, describe how Alcohol Monitors will be readily identifiable as such to patrons:

15. Will all Alcohol Monitors be required to have a service permit? Yes No

16. If "No" to #15, those Alcohol Monitors without a service permit must be uncompensated volunteers who are directly supervised in the licensed area by an individual who has successfully completed an Alcohol Server Education course within the last five (5) years. Please list the name(s) of the supervisor(s) and their server education completion date(s):

17. Is the applicant a nonprofit or charitable organization with a Registry Number issued by the Oregon Secretary of State's Office? Yes No

17(a). If "Yes", will the applicant use servers who don't hold a service permit? Yes No

17(b). If "Yes" to 16a, describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:

18. Will security or ID checkers be required to have a service permit? Yes No

If "No", describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:

19. All servers, security, or ID checkers shall wear clothing or other designation which readily identifies them as such to patrons. Please describe the plan to train these people in at least the following: recognizing minors; properly checking identification; and how to recognize and respond appropriately to visibly intoxicated persons:

20. Describe how containers used to serve alcoholic beverages for consumption in the licensed will be of a different color and type when compared to containers used to serve non-alcoholic beverages:

21. Will you limit the number of containers of alcoholic beverages meant for consumption in the licensed area each purchaser may buy at any one time?

- Yes No

22. Describe the level of lighting the licensed area will have to ensure the proper monitoring of patrons: A level of lighting sufficient to read common newspaper print; or A level of lighting that will be (please describe):

23. Describe your plan for making sure that no open containers of alcohol leave the licensed area:

24. Describe your plan for dealing with issues that arise (such as a minor found with alcohol, a minor in an area prohibited to minors, a minor found with fake identification, a patron found to be visibly intoxicated; etc.):

25. If other methods for adequately managing the license area will be used, describe them here (or submit a separate written, dated, and signed plan):

26. Applicant Name (please print): _____

27. Applicant Signature: _____ Date: _____

SPECIAL EVENT LICENSED AREA

1. Please describe the defined boundaries for the licensed event area.
2. Please list and describe what barrier(s) will be used to define the boundaries of the licensed area. For example: "A 6 foot high wooden fence."

USE THIS BOX TO DRAW THE LICENSED AREA

