

Douglas Marshal's Office
Memorandum

July 15, 2020

Reference: NOISE WAIVER PERMITS

During the past few weeks, weaknesses and possible loopholes into the Noise Waiver Permit process could be exploited. The process of issuing Noise Waivers must be changed. It is also pertinent that you make sure that all items are correct on the forms. Below, I have listed the following changes that need to be implemented effectively.

1. Applications, for a Noise Waiver, must be received at least 48 hours prior to the date of the permit.
2. The applicant must provide a valid government issued identification. This could be a driver's license, state issued identification card, US Passport, or concealed weapons permit.
3. A copy of the government issued identification shall be affixed to the permit.
4. The application shall be attached to the applicant's actual permit.
5. The applicant must submit proof that they own or rent the location to where the permit is issued. Proof may consist of a utility bill in the applicant's name, tax assessors' records, tax bill, or a lease agreement. If the applicant does not own or rent the location, for which the permit will be issued to, the applicant must provide written permission from each owner of the properties where the permit is issued to. The written permission must have the owner(s) address and phone number listed. Written permission must be verified by contacting the owner.
6. A copy of all required items will be kept and maintained in a file. This includes the noise waiver applications, government issued identification cards, proof of ownership or written permission.
7. A log of all noise waiver permits will be kept.
8. I must sign off on all noise waiver permits.

This memorandum shall be considered as policy/procedure for the issuance of a Noise Waiver Permit.

City of Douglas
Activity/Noise Ordinance Waiver Permit

NAME OF APPLICANT _____

APPLICANT PHONE# _____

ADDRESS OF APPLICANT _____

LOCATION OF EVENT _____

DATE OF EVENT _____

START TIMES OF EVENT _____ A.M. / P.M. (CIRCLE ONE)

END TIME OF THE EVENT _____ A.M. / P.M. (CIRCLE ONE)

TYPE OF EVENT _____

EXPLAIN TYPE OF ACTIVITIES A THE EVENT _____

APPROXIMATELY NUMBER OF PEOPLE IN ATTENDANCE # _____

APPROXIMATELY HOW MANY VEHICLES WILL BE ATTENDING # _____

WILL THERE BE A DISK JOCKEY WITH AMPLIFIED SOUNDS OR USE OF LOUD SPEAKERS?

YES _____ OR *NO* _____

WILL THERE BE VENDORS *YES* _____ OR *NO* _____

WILL ADMISSION BE CHARGED? *YES* _____ OR *NO* _____

WILL ALCOHOLIC BEVERAGES BE SERVED OR SOLD? *YES* _____ OR *NO* _____

ALL STATE AND LOCAL ALCOHOLIC BEVERAGE LAWS MUST BE FOLLOWED.

O.C.G.A. 16-10-20. False statements and writings, concealment of facts, and fraudulent documents in matters within jurisdiction of state or political subdivisions.

A person who knowingly and willfully falsifies, conceals, or covers up by any trick, scheme, or device a material fact; makes a false, fictitious, or fraudulent statement or representation; or makes or uses any false writing or document, knowing the same to contain any false, fictitious, or fraudulent statement or entry, in any matter within the jurisdiction of any department or agency of state government or of the government of any county, city, or other political subdivision of this state shall, upon conviction thereof, be punished by a fine of not more than \$1,000.00 or by imprisonment for not less than one nor more than five years, or both.

YOU MUST PROVIDE A VALID GOVERNMENT ISSUED ID/ DRIVER'S LICENSE. YOU MUST PROVIDE PROOF THAT OWN OR RENT THE PROPERTY OR HAVE WRITTEN PERMISSION FROM THE PROPERTY OWNER(S). THE OWNERS PHONE MUST BE ON THE WRITTEN PERMISSION NOTICE TO APPLY FOR THE NOISE WAIVER PERMIT.

Applicant Signature **X** _____

City of Douglas
Activity/Noise Ordinance Waiver Permit

Organization: _____

Agent: _____ Phone: _____ CELL: _____

Address: _____

City: _____ State: _____ Zip: _____

Activity Location: _____

Type of Activity: _____

Activity Date: _____

Starting Time: _____ A.M. / P.M. (CIRCLE ONE)

Ending Time: _____ A.M. / P.M. (CIRCLE ONE)

All Noise Waiver must terminate at no later than 11:00 P.M.

Waiver of the Code of Ordinances Section 62-18 is approved for this time frame provided. The use of public address equipment / speakers, with profane or vulgar language, and/or noise or any comments directed toward any citizen and/or against the Police Department will cause revocation of this permit and any loud noise complaints will result in the revocation of this Activity/Noise Ordinance Waiver Permit.

This permit is null and void if the applicant's application and copy of applicant's valid government issued identification is not attached to the permit.

Applicant Signature: X _____

Signatures required for approval:

Permits Division: _____ Date: _____

Police Department: _____ Date: _____

Commissioners Notified

Mayor__
Cindy Mc Neill__
Olivia Pearson__
Kentaiwon Durham__

Bob Moore__
Mike Gowen__
Edwin Taylor__