



AMPLIFIED SOUND PERMIT APPLICATION INSTRUCTIONS

PROCESS STEPS

1. Every user of amplified sound equipment shall file a registration statement with the Police Department **at least seven (7) working days prior** to the date on which the amplified sound equipment is intended to be used.
2. The operation of amplified sound equipment shall only occur between the hours of 9:00 a.m. and 6:00 p.m.;
 - Operation of amplified sound equipment *for commercial purposes* is **NOT** permitted on Sundays or legal holidays.
 - The operation of amplified sound equipment *for non-commercial purposes* shall be permitted on Sundays and legal holidays and shall only occur between the hours of 10:00 a.m. and 6:00 p.m.
 - **EXCEPTIONS:**
 - Events held in City parks requesting amplified sound before 9:00 a.m. and/or past 6:00 p.m. must have permission from the City of Santa Rosa Recreation and Parks Department. It is generally not permitted past 8:00 p.m.
 - Events held on private property requesting amplified sound before 9:00 a.m. and/or past 6:00 p.m. must have permission from the City of Santa Rosa Police Department, **plus** signatures from neighbors stating their approval (see attached form).
 - The neighbors' signatures are to be reviewed and approved by Santa Rosa Police Department Administration.
3. The completed application shall be submitted to the Santa Rosa Police Department. The applicant will be notified at the contact phone number provided on the application to pick up the permit at the Police Department, 2nd Floor, once the permit has been completed.

APPLICANT FEES

If the loudspeaker or amplified sound equipment is to be used for *commercial purposes*, a fee of \$5.00 per day will be required for the permit prior to its issue. A check or cash will be accepted for the exact amount only – no change is available. Payment is made and receipted at the Santa Rosa Police Department's Records counter in the downstairs front lobby. A copy of the receipt must be submitted with the completed application.

APPLICATION MUST INCLUDE THE FOLLOWING INFORMATION

1. The name, address and telephone number of both the owner and user of the amplified sound equipment;
2. The maximum sound-producing power of the amplified sound equipment, which shall be the wattage to be used, the volume in decibels of sound which will be produced, and the approximate distance for which sound will be audible from the amplified sound equipment;

POLICE DEPARTMENT

965 Sonoma Avenue, Santa Rosa, CA 95404 • 707-543-3600 • www.santarosapd.com

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3. The license and V.I.N. number (registration information) and a copy of the vehicle insurance policy *if* a sound truck is to be used;
4. A general description of the amplified sound equipment to be used;
5. Indicate whether the amplified sound equipment is for commercial or non-commercial purposes.

SPECIAL INSTRUCTIONS: City Code for Noise Attached

1. The commercial and non-commercial use of sound equipment shall be subject to the regulations as stated in the City Code (Section 17-16.170).
2. The only sounds permitted shall be either music or human speech or both.
3. Sound level emanating from amplified sound equipment shall not exceed fifteen decibels above the ambient base noise level (as set forth in Section 17-16.030).
4. Amplified sound equipment shall not be operated within 200 feet of churches, schools, or hospitals [Section 17-16.170(D)].
5. During any event, the volume of sound shall not be unreasonably loud, raucous, jarring, disturbing or a nuisance to reasonable persons or normal sensitiveness within the area of audibility [Section 17-16.170(E)].

Should any applicant be dissatisfied with the action of the Police Department in not granting a permit or for the revocation of a permit, the applicant may make written objection to the City Council with the grounds of dissatisfaction (Section 17-16.200).

If you have any questions regarding the registration statement process, you may contact Police Department Administration at (707) 543-3550.

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AMPLIFIED SOUND PERMIT APPLICATION

APPLICANT INFORMATION:

Last Name	First Name	M.I.
Address	Contact Telephone Number	

EVENT LOCATION:* _____

DATE OF EVENT: _____ **HOURS OF EVENT:** _____

PURPOSE/DESCRIPTION: _____ Commercial _____ Non-Commercial
 _____ Stereo _____ DJ _____ Band _____ Microphone

Describe the event and the equipment and the type of sound being used :

OWNER OF AMPLIFIED SOUND EQUIPMENT

Last Name	First Name	Business Name (if applicable)
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Maximum Sound-Producing Power of Amplified Sound Equipment

Wattage to be used: _____
 Volume in decibels of sound produced: _____
 Approximate distance sound will be audible: _____

Registration Information for Sound Truck/Vehicle (if applicable**):

License Number _____ V. I. N .Number _____
 Year _____ Make _____

**If location is a City park, attach copy of approved permit or reservation
 **Attach a copy of the vehicle insurance policy if a sound truck is used*

Applicant Signature	Date
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NEIGHBORHOOD CONSENT

I have been informed and approve of an event with amplified sound to occur on _____
(Event Date)

by _____ at _____ from _____
(Resident's Name) (Event Location) (Event Times)

(Neighbor's Printed Name) (Neighbor's Signature) (Neighbor's Address)

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