

PERMIT # _____
NAME _____
DATE _____
LOCATION _____

**REVISED 2018 REGULATIONS GOVERNING THE USE OF
VILLAGE PARKS AND PUBLIC AREAS BY VENDORS
AND ORGANIZERS OF GROUP ACTIVITIES**

PART I REGULATIONS

No vendors or organized group activities are permitted in Village Parks, on public property, or soliciting door to door without a permit. The submission of the following and execution of this set of regulations shall constitute an application for a permit.

- 1) A signed release for a background check by the Cazenovia Police Department is to be completed. Turn around time on this check is twenty-four (24) hours.
- 2) An insurance fee must be paid in advance to the Village Clerk. Proof of insurance naming the Village of Cazenovia as an additional named insured by a New York licensed insurance company shall be required for permits relating to more than five (5) events. An event is one (1) day's activities.
- 3) Village Park Use Fees as of January 2018

For Lakeside Park Pavilions (single pavilion) and Lakeland Park Bandstand Rental: The fee will be Fifty dollars (\$50.00) for a single pavilion or the bandstand for each event and up to a maximum of five (5) events at that rate. A seasonal use permit for more than five (5) events shall be Two Hundred and Seventy-five Dollars (\$275.00).

Upstairs Use of Village Offices: The fee will be Twenty-five Dollars (\$25.00) for each event and up to a maximum of five (5) events at that rate. A seasonal use permit for more than five (5) events shall be Two Hundred and Seventy-five Dollars (\$275.00).

Ball Field group fees for Lakeside Park and Burton Street Fields and Rink: The fee will be Twenty-five Dollars (\$25.00) for each event at each venue and up to a maximum of five (5) events at that rate at each venue. A seasonal use permit for more than five (5) events at each venue shall be Two Hundred and Seventy-five Dollars (\$275.00).

- 3) No alcohol shall be permitted unless express written consent is obtained. If alcohol is sold or provided at an event where a fee is charged, the applicant must submit proof of insurance by an insurance company licensed in the State of New York showing the Village as an additional named insured. The proof of insurance shall state that coverage exists for liability arising out of the use of alcohol and shall be in the minimum amount of One Million Dollars (\$1,000,000.00).

- 4) If food is to be sold, proof of compliance with public health laws shall be submitted.
- 5) The applicant must submit a detailed description of the proposed activity, including proposed location.
- 6) The application can be denied if the Village determines the proposed use will be disruptive to other users or surrounding residences and businesses.
- 7) The Village may require traffic control and/or security.
- 8) More than one (1) vendor or activity may be permitted if it is determined they are compatible.
- 9) An appeal may be taken to the Village Mayor if an applicant disagrees with the application or interpretation of these regulations.
- 10) Applications shall be granted on a first come first serve basis.
- 11) The applicant is responsible for the cleanup or they will be billed for the cost of cleanup. All trash must be removed by applicant, including charcoal.
- 12) All other regulations and laws shall be complied with.
- 13) Veterans shall not be required to pay a fee for a permit.
- 14) Any other special requests, such as the use of tarps, tents or electrical power for music, sound system, etc., must be cleared with the Village office.

Applicant's Signature

Print Applicant's Name

Applicant's Phone Number

Applicant's Mailing Address

APPLICATION

Date of Proposed Activity: _____

Description of Proposed Activity: _____

Location of Proposed Activity: _____

Traffic Control/Security or
Other Special Conditions: _____
(Attach additional page
if needed) _____

This permit is hereby approved
on _____,
20____, subject to any conditions
noted below.

Village of Cazenovia

Permit Number