

TO REGULATE THE ASSEMBLAGE OF LARGE NUMBERS OF PEOPLE
ORDINANCE 5.2018 (original dated August 4, 1970)

I. INTENT

- A. It is the purpose of the Town Board of Aztalan to regulate the assemble of large numbers of people, in the excess of 300 people, these normally needing health, sanitary, fire, police, transportation and utility services regularly provided by the town. In order that health, safety and welfare of all persons in the Town of Aztalan; residents and visitors alike may be protected.
- B. It is the intent of the Town Board that all sections and provisions of this ordinance have an independent existence and should any section or provision be declared invalid or unconstitutional by a court of competent jurisdiction, it is the intent of the Board that any section or provision so declared shall be severable from and shall not affect the validity of the remainder of the legislation.
- C. This legislation shall not apply to government sponsored fairs or events held on a regular established fairgrounds or government owned property, nor to assemblies to be licensed by other resolution and regulations of the Town of Aztalan, such as restaurants, taverns or the Aztalan Cycle Club motorcycle track. This legislation does not apply to the gatherings and events at the Aztalan Museum.

II. LICENSE REQUIRED

- A. No person shall permit, maintain, promote, conduct, advertise, act as entrepreneur, undertake, organize, manage, sell or give tickets to an actual or reasonably expected assembly of more than 300 people, that number cumulative for the length of the event, which contains, or can be reasonably expected to continue for more than 12 hours, whether on public or private property, unless a license to hold the assembly has first been issued by the Town of Aztalan. The application shall be requested at least 60 days in advance of the assembly. A license to hold the assembly issued to one person shall permit any person attending to engage in any lawful activity in connection with the holding of the licensed assembly.
- B. As used in this legislation:
 - 1. "Person" means any individual, partnership, corporation, firm, company, association, society or group.
 - 2. "Assembly" means a company of persons gathered together at any location at any single time for any purpose.
- C. A license shall be required for each event at a cost of \$100.00 per day.
- D. The licensee shall not permit sound of the assembly to carry unreasonably beyond the boundaries of the location of the assembly. In addition, any amplified sound such as music, bands or voices shall not be permitted after 11:00 PM.

III. CONDITIONS FOR ISSUING A LICENSE

- A. In the event that overnight camping is permitted, the licensed applicant shall provide documentation that the maximum number shall not be more than the allowable within the boundaries of the assembly by the zoning or health ordinance of the Town of Aztalan, Jefferson County and the State of Wisconsin.
- B. Provide proof that the licensed applicant(s) shall furnish; (at their own expense) before the assembly commences:
 - 1. A fence, enclosing the proposed location, of sufficient height and strength to prevent people in excess of the maximum allowable number to enter the grounds. This fence will have at least 4 gates, at or near opposite points of the compass. These gates and the fence are required to be monitored to not allow unauthorized people to enter the grounds.
 - 2. Separate toilets for males and females, conveniently located throughout the grounds, meeting all state and local laws and regulations. The licensee shall provide documentation the proper number of toilets are being provided for the maximum number attending.
 - 3. Portable water meeting all federal and state requirements for purity, sufficient to provide drinking water for the maximum number of people listed.
 - 4. A sanitary method of disposing of solid waste in compliance with state or local laws and regulations, daily for the number of people listed as attending and sufficient trash cans; with tight fitting lids and personnel to perform the task of removing the waste.
 - 5. Arrangements to be shown for providing physicians, nurses, EMT's or paramedics of the number sufficient to serve the maximum number of people to attend. Private enclosed treatment areas shall be provided.
 - 6. Arrangements need to be made to extinguish fires on the grounds during the event. Fire lanes shall be provided to events on the grounds as well as fire extinguishers throughout the grounds. Fire and emergency exits must be clearly visible.

7. Fire and ambulance services need to be arranged for in advance, local fire departments and EMS are required to be notified of the event, licensee is required to accommodate any requests by the fire and EMS providers. These arrangements would be over and above what its provided for local citizens and taxpayers in the town.
8. If the assembly is to continue into darkness, a plan shall be provided for illumination during these hours of darkness to light the entire area, but not to shine unreasonably beyond the boundaries of the grounds.
9. A free parking area is required to be shown on a plan and needs to be of the size to accommodate the maximum number of people listed on the application as attending. A minimum of one parking space is required for every 4 persons attending.
10. Telephones need to be available to provide service to the maximum number of people attending. These do not have to be landlines, but need to be readily available to anyone needing to telephone outside the grounds.
11. Security guards, either regular employed, duly sworn, off duty Wisconsin Peace Officers, or private guards; licensed in Wisconsin, sufficient to provide adequate security for the maximum number of people to be assembled. The plans for security included the number of guards, their deployment, names, addresses, credentials, contact numbers and hours of availability.
12. Liability Insurance or a bond in the amount of not less than \$1,000,000.00 is required to be provided to the Town Clerk.

IV. APPLICATION

- A. Application for license to hold the assembly of no more that 300 people shall be made in writing at least 60 days prior to the event date.
- B. The application shall include the names of applicants, mailing addresses, physical addresses, email addresses and telephone numbers.
- C. The property owners(s), address and legal description of the property where the event will take place.
- D. Either proof of ownership of the property where the event will be held, or a notarized letter from the property owner(s) confirming the applicant has permission to hold the event on the property.
- E. The nature and purpose of the event.
- F. Total number of days and hours each day the event is going on.
- G. The plans for food and beverage concessions; who will be allowed to operate on the premises. Including names, addresses and telephone numbers of all concessionaires and a copy of their license or permit numbers.

V . ISSUANCE

The application for a license shall be processed in a timely manner and issued if all conditions here within this ordinance are fulfilled.

- VI. The license may be revoked by the governing body of this municipality at any time, if any of the conditions necessary for issuing of, or contained in the license are not complied with, or if any condition previously met ceases to be complied with. Applicant shall be responsible for current laws pertaining to all activities engaged in on the premises.

VII. ENFORCEMENT

- A. The Town of Aztalan reserves the right to enter the premises to ensure all conditions are being met. In addition, the Town of Aztalan has the right to bring in other personal as deemed necessary; such as the Jefferson County Sheriff's Department or other departments to enforce the permit requirements.
- B. The provisions of this legislation may be enforced injunction in any court of competent jurisdiction. Should any portion of this ordinance be declared invalid or unconstitutional by a court of competent jurisdiction, such a decision shall not affect the validity of any other provisions of this ordinance.
- C. The holding of an assembly in violation of any provision or condition as stated in this legislation, Jefferson County Ordinances and in the WI State Statues shall be deemed a public nuisance and may be abated as such.
- D. Any person who violates any condition upon which he/she is granted a license may be fined not less than \$1000.00 and not-to-exceed \$10,000.00 for each day. Each day shall be considered a separate offense.

VIII. EFFECTIVE DATE AND PUBLICATION This ordinance shall become effective upon adoption and publication as required under s. 60.80, Wis. Stat. ADOPTED this 9th day of May, 2018, by the Town Board of Aztalan, Jefferson County, Wisconsin.

Scott Masche, Town Chair

Attested to this on 9th day of May, 2018.

Sandra Marks, Clerk