



East Hampton Town Board

159 Pantigo Road
East Hampton, NY 11937

Carole Brennan
Town Clerk

www.ehamptonny.gov

ADOPTED

Meeting: 06/20/19 06:30 PM

DOC ID: 21681

RESOLUTION 2019-819

Special Event Permit Fees - as of July 1, 2019

WHEREAS, Chapter 151 "Special Event Permits", sets forth certain fees that shall be required to apply for and process a permit for a Special Event which fees are to be established and amended from time to time by Resolution of the Town Board;

NOW, THEREFORE, BE IT:

RESOLVED, that the following fee schedule is hereby adopted and shall remain effective until modified by further Resolution of this Board:

Special Event Fees

Definitions

Catered Event: Any special event where a person or entity is contracted to provide food and drink including professional service, at a special event on public property. Professional service shall include, but not be limited to: delivery, set up, preparation, food service or clean up, of any food or beverage, or associated equipment and accessories. This shall not apply to any persons or parties bringing food and drink to a special event on public property provided no professional services have been contracted.

Town Resident:

1. Individuals applying for a special event permit can establish town residency with either of the following:

- a) A validated tax receipt in the name of the applicant for the current year for any taxable property within the Township of East Hampton, Village of East Hampton or that portion of the Incorporated Village of Sag Harbor located within the boundaries of the Town of East Hampton.
- b) A valid New York State vehicle registration or a New York State Driver's License in the name of the applicant, setting forth an address located within the Town of East Hampton, Village of East Hampton or that portion of the Incorporated Village of Sag Harbor located within the boundaries of the Town of East Hampton.

2. Commercial entities applying for a special event permit can establish town residency with either of the following:

- a) Legal proof that the entity's physical place of business is located within the Township of East Hampton, Village of East Hampton or that portion of the Incorporated Village of Sag Harbor located within the boundaries of the Town of East Hampton.
- b) Establishing town residency by an individual with legal proof of ownership of more than 25% of the commercial entity.

Summer Camp: An entity or organization which provides and organizes recreational activities for school aged children during the summer months when school is not in session.

Such camps must be primarily located at another physical site with use of the Town's property (beaches, parks) a secondary site for some, but not all of the camp's offered activities.

Residential Property Special Event

Permit Fee

Town Resident

50-249 attendees	No fee
250 or more attendees	\$100

Non-Resident

50-249 attendees	\$100
250 or more attendees	\$250

Commercial Property Special Event

Application Fee

1-249 attendees	\$100
250 or more attendees	\$200

Traffic Control Fee: calculated by the Town

Public Property Special Event

Social Event on Public Property

Application Fee - Town Resident

1-50 attendees	No fee
51-100 attendees	\$50
100 or more attendees	\$100

Application Fee - Non- Resident

1-50 attendees	\$100
51-100 attendees	\$250
100 or more attendees	\$500

Catered Events Permit Fee

1 - 50 attendees	\$100	Rush Fee	\$100
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51- 100 attendees	\$250
100 or more attendees	\$350
Clean up deposit	
1-50 attendees	\$50
51-100 attendees	\$100
101-249 attendees	\$500
250-999 attendees	\$1,000
1000 or more attendees	\$2,500

Traffic Control Fee: calculated by the Town.

Commercial Event on Public Property

Application Fee	\$100
Permit fee for the use of Town properties on the Ocean	
Resident	\$100/day or \$3500/ Per Year
Non-Resident	\$250/Day or \$9000/Per Year
Summer Camp	\$100/per year
Permit fee for the use of Town properties on the Bays	
Resident	\$50/day or \$1750/Per Year
Non-Resident	\$150/Day or \$5,250/Per Year
Summer Camp	\$100/per year
Clean up Deposit	\$100/day or \$500/season

Parade/Walk-Run Special Event

Application fee	\$100
Permit fee	
1-99 attendees	\$100
100-499 attendees	\$500
500-999 attendees	\$1000
1000-2499 attendees	\$2,500
2500 or more attendees	\$4,000

Clean up Deposit

1-99 attendees	\$250
100-249 attendees	\$500
250-999 attendees	\$1000
1000 or more attendees	\$2500

Traffic Control Fee: calculated by the Town

Art Sale Special Event

No application or permit fees.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathee Burke-Gonzalez, Councilwoman
SECONDER:	David Lys, Councilman
AYES:	Burke-Gonzalez, Lys, Overby, Bragman, Van Scoyoc