

**TOWNSHIP OF LIGONIER**

**ORDINANCE 2010-OR-02**

**AN ORDINANCE REGULATING SPECIAL  
EVENTS; ESTABLISHING PERMIT AND  
APPLICATION REQUIREMENTS, STANDARDS  
AND PROCEDURES; PROVIDING FOR  
ADMINISTRATION AND ENFORCEMENT  
INCLUDING PENALTIES; AND OTHER  
MATTERS PERTAINING THERETO.**

**WHEREAS**, Article XV, Section 1506 of the Second Class Township Code, Act of May 1, 1933, (P.L. 103, No. 69), as amended, 53 P.S. §66506, authorizes the Board of Supervisors to make and adopt ordinances to promote and protect the public safety and health of the citizens, to maintain the peace, to protect and provide for the proper care and control of facilities and property, and to regulate the conduct of places of special events such as public gatherings for entertainment, amusement, and recreation events within the Township of Ligonier (hereinafter "Township"); and

**WHEREAS**, Township has, and may in the future, be requested to permit the gathering of substantial numbers of people for the purposes of special events, including, but not limited to, public entertainment, amusement, recreation of various designations and many other types of public assemblage, which will have a substantial impact on traffic flow and public safety services provided by Township; and

**WHEREAS**, the Board of Supervisors of Township takes notice that special events may create difficult or unsafe conditions due to excessive vehicular and pedestrian traffic, the need for proper solid waste disposal, sanitation and sewage disposal facilities, and the need to control excessive noise, disorderly or lewd conduct,

and other illegal conduct or acts, all of which constitute a direct threat to public health, safety and welfare; and

**WHEREAS**, the Board of Supervisors has determined that an Ordinance, which prescribes the procedure, rules and regulations for conducting special events, is necessary to protect the health, welfare and safety of the citizens of Township.

**NOW, THEREFORE, BE IT ENACTED AND ORDAINED**, and it is enacted and ordained, by the Board of Supervisors of this Township, as follows:

**SECTION I. TITLE.**

This Ordinance shall be known as and cited as the Township of Ligonier Special Events Ordinance.

**SECTION II: DEFINITIONS.**

For the purpose of this Ordinance, the following terms, phrases, words and their derivations shall have the meaning given herein. When not consistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number, and the word "shall" is always mandatory and not merely directory.

1. Township is the TOWNSHIP OF LIGONIER, Westmoreland County, Pennsylvania.
2. Board of Supervisors is the BOARD OF SUPERVISORS OF LIGONIER TOWNSHIP, Westmoreland County, Pennsylvania.
3. Generalized Site Plan: referred to as (GSP): A site plan that has been prepared by the applicant. This plan is not required to have an engineer's seal.
4. Special Event: Any public gathering or assembly of people where one thousand (1000), or more can reasonably be expected to attend, planned, sponsored or held, for the purpose of activities, which include, but which are not limited to, athletic competitions, carnival, concerts, dances, dramas, exhibitions, festivals, musical events, marathons, parades, races, rides, theater productions, or any gathering or

assembly, regardless of the number of expected attendees, which requires off-site parking or traffic control.

5. Special Events Application: (referred to as "SEA") a custom application designated for special events of the type listed in Section II, 4.
6. Special Events Committee: (referred to as "SEC") a group formed to review the special event application, and consisting of designated representatives from the following state and local agencies, or any other state and local agency not listed below that may be affected by the event.

Ligonier Township Police  
Ligonier Borough Police  
Pennsylvania State Police  
Westmoreland County Department of Public Safety  
Ligonier Valley Ambulance  
Ligonier Township Supervisors  
Ligonier Township Zoning Officer  
Ligonier Valley Chamber of Commerce  
Ligonier Fire Department located in Event Area  
Ligonier Township Emergency Management  
Coordinator

7. Sponsor: any person, association, partnership, firm, corporation, company or organization, or legal entity whatsoever, seeking to initiate, organize, promote, permit, conduct, or to advertise, a special event as defined in this chapter.

### **SECTION III: PROHIBITED ACTIVITY**

It shall be unlawful for any sponsor or owner of property to initiate, organize, promote, permit, conduct, or cause to be advertised, a special event within the corporate limits of the Township of Ligonier prior to obtaining a permit granted by the Board of Supervisors of said Township. A separate permit shall be required for each such special event for the period of time designated in the permit.

### **SECTION IV: PERMIT REQUIREMENTS**

The application for a permit for a special event shall be subject to review and approval by the Board of Supervisors of Ligonier Township in accordance with the provisions of this Ordinance as follows:

1. The Special Event Permit shall specify the length of time allowed for the Special Event and no activities may be held beyond the period granted for the Special Event.
2. No applicant shall be under eighteen (18) years of age.
3. No permit may be transferred or assigned.
4. In case of dispute over the number of people reasonably anticipated to attend the public gathering, the decision of the Board of Supervisors of Township, or of the person, employee, or agent designated by the Board of Supervisors to issue permits, shall control, based on all facts available and brought to its attention from any source.
5. Should more than one application for the same period of time be received for a Special Event Permit, the Ligonier Township Board of Supervisors may, in their discretion, limit the number of such Special Events to be held if more than one such special event will negatively impact the public health, safety, and/or welfare of the residents of Ligonier Township.
6. No sponsor, owner of property, or person in charge of the Special Event shall initiate, promote, permit, conduct or cause to be advertised, a Special Event unless a Permit has been issued pursuant to this Ordinance.

**SECTION V: APPLICATION**

Written application for each Special Event shall be made to the Board of Supervisors of Township on a the form attached to this Ordinance, or on a form revised and approved by the Board of Supervisors by Resolution from time to time, subject to the following requirements:

1. Time for Application:
  - A. For gatherings numbering 1,000 to 2,000 persons, written application must be made thirty (30) days prior to the scheduled special event; and for gatherings or assemblies numbering 2,000 or more persons, written application must be made sixty (60) days prior to the date of the scheduled event.
  - B. For special events, regardless of the number of

expected persons who will attend which require off-site parking or traffic control, written application must be made at least sixty (60) days prior to the scheduled special event.

2. Applications shall be made on the forms specified by the Board of Supervisors of Ligonier Township and shall be subject to review and approval in accordance with the provisions of this Ordinance.
  - A. Prior to submission of a formal Application, a sponsor is encouraged to request a Preapplication Conference to identify problems or issues early in the process.
  - B. The following information will be needed for a Preapplication Conference:
    - 1) Parcel identification number or address of the property involved in the event;
    - 2) Size of the parcel(s);
    - 3) Proposed use, date/time of event, estimated public attendance; and
    - 4) A brief overview of the proposal.
3. Special Event Applications shall be filed with the Township Zoning Officer or any other person designated by Resolution of the Board of Supervisors, and must meet the following Basic Submission Requirements before approval can be granted:
  - A. The full legal names, addresses and telephone numbers of all sponsors.
  - B. The full legal name and address of the owner and person in charge of the property to be utilized for the Special Event.
  - C. A signed Special Event Application by the sponsor. If the applicant is a partnership or joint venture, all partners and parties to the joint venture shall sign as applicants. If the applicant is

a corporation, copies of the Articles of Incorporation and Corporate Resolution authorizing the application must be attached to the application.

- D. The location and address of the property to be utilized for the special event.
  - E. A narrative statement as to the purpose of the public gathering/special event to be held and a program of the event attached to the narrative statement if prepared and available.
  - F. A general site plan, architectural rendering, or diagrammatic plan and topographic map of the proposed site of the Special Event showing the locations and dimensions of the area where the event is to be conducted, with areas identified and labeled for spectators or persons attending the event, all existing structures and those structures to be constructed, proposed parking area, service roads and a plan for traffic control, facilities for potable water, sanitary needs, sewage disposal, and medical services, arrangements for food and beverage storage and its preparation and service, and plan for security, personnel needs, camping facilities, if applicable, and plans for enclosure of the proposed site during the event.
  - G. Proof that all permits and licenses required under federal, state and local statutes, ordinances and regulations have been, or will be issued for the event. Any regulation under this ordinance may be superseded by any federal, state or local law.
  - H. A statement of the number of persons expected to attend such event and the expected duration of the activities.
  - I. A statement regarding the first day upon which public announcement, promotion, or advertising is to be made.
4. The following specific information and details are required for the Special Events Permit Application:

- A. Details of food preparation and service providers, if applicable, and proof that these same providers will comply with state and county rules and regulations relating thereto.
- B. Sanitary and waste disposal facilities information and providers thereof, along with the written approval of the Department of Environmental Protection or other government agencies indicating that the plan for water supply, toilet facilities, washing facilities and food preparation and service, if applicable, conform to the state and county rules and regulations relating to public health.
- C. Transportation and parking facilities plan showing on-site and/or off-site parking that will be needed, and whether such parking is available within or adjacent to the premises upon which the special event is to be conducted, to show that the transportation and parking facilities will be adequate for the expected number of persons in attendance.
  - 1) Adequate ingress and egress from parking areas shall be included to facilities along with the details relating to the movement of vehicles to and from such areas
  - 2) If off-site parking is necessary to accommodate attendees of the special event, all details of the transport of the public to and from the special event must be outlined and explained to assure the safety of the attendees and general public
  - 3) Location and placement of directional signs, which may not be in Township roads unless authorized, and the plan for removal of said signs within 48 hours of the close of the special event.
- D. Security plan for preserving order during the event, protection of surrounding areas, including specific reference to the number of security personnel assisting in the control of traffic and the

supervision of those attending, and providers of services for the event.

- E. Plan or proposal for on site medical facilities, identification of the provider(s) of medical services, proof that such providers will be in conformance with the rules and regulations of the state and county agencies responsible for oversight of said providers.
- F. Janitorial services and post-gathering trash removal and site restoration and providers thereof.
- G. Details of lighting and other utility services needed for the Special Event
- H. Plans for construction of stage and any other structures to be erected, along with the details for use of amplification equipment, which cannot be used closer than 500 feet from any adjoining residential use.
- I. Certificates of Insurance issued by an insurance company licensed to do business in Pennsylvania, evidencing Comprehensive General Liability, or Special Event Public Liability, in an amount of at least \$1,000,000.00 (One Million Dollars) for personal injury and \$100,000.00 (One Hundred Thousand Dollars) for property damage, which policies shall name the Township as additional named insured.
- J. A statement containing the names and addresses of licensed ticket printers to be used and the plans for assuring the return of monies upon the termination or cancellation of the event as well as the means of notifying potential and existing ticket holders of such cancellation, where the anticipated number of people attending is over 2,000 persons.
- K. Examples of proposed advertising of the event, if any.
- L. Applicants' statement that they shall abide by the terms and provisions of this Ordinance, and all laws, rules and regulations of the United States,



Commonwealth of Pennsylvania, County of Westmoreland and Township of Ligonier.

- M. Any other information deemed necessary by the Board of Supervisors to assist it in its review of the application for Special Event Permit.
- 5. Each application shall be accompanied with a cash fee, specified in this Ordinance, or as set by the Board of Supervisors by Resolution to cover the cost of inspection, investigation, issuance, and administration of the permit based upon the anticipated number of persons expected and/or a minimum fee as follows:

PERSONS REASONABLY ANTICIPATED FEE

1000 to 5000	\$ 25.00
5001 to 10,000	50.00
10,001 and above	100.00
Minimum fee	25.00

No part of the Permit Fee is refundable. Exempt from this fee are Ligonier Township controlled entities.

- 6. The Board of Supervisors or their designee, in its discretion, may schedule a public hearing to accept evidence as to whether a permit may be issued under this Ordinance; or, the Board may proceed to approve or deny the application for Special Event Permit, after considering all information required by this Ordinance; and/or the Board may attach such conditions to the issuance of a Special Event Permit as it deems necessary to ensure that the proposed use meets the standards set forth in this Special Events Ordinance so as to prevent, or minimize, adverse impacts on other properties in the neighborhood, The Board may consider any information relevant to the issuance of the Special Events Permit, including, but not limited to, the following:
  - A. Reports from Township staff, appropriate County departments, State and Federal agencies and/or the Special Events Committee with their findings and recommendations to the Board of Supervisors

- B. Analysis of the layout of the site and adjoining sites to assess the compatibility of the expected use and proposed activity or event on the adjacent and nearby land uses.
- C. Consideration of the proximity of residential uses, the potential for noise, level of disturbance to adjoining properties, due to facts such as artificial lighting and use of amplification equipment, ability of the applicant to maintain order, potential for traffic congestion and damage to private property, impact and excess costs expected to be incurred by Township for public safety and law enforcement, and any other factors that the Board determines may be relevant to safety, annoyance or inconvenience of the residents and property owners of Township.

**SECTION VI. CONDITIONS FOR APPROVAL OF SPECIAL EVENTS PERMIT:**

- 1. Any Permit issued by the Board of Supervisors of Township, or its duly appointed agent, shall be expressly conditioned upon satisfaction and completion of the conditions recited in this Section a minimum of five (5) days prior to the first day upon which the Special Event is to commence.
- 2. Failure to satisfy the following conditions within the time frame set forth above shall constitute grounds for the immediate revocation of the Permit by the Township and the cancellation of the Special Event:
  - A. **Sanitary Facilities:** Written approval of the Pennsylvania Department of Environmental Resources or other responsible governmental agency, indicating that applicants' plan for swimming, potable water supply, sanitary toilet facilities, sewage disposal facilities, washing facilities, and food preparation and service facilities conform with applicable laws, ordinances, rules and regulations relating to the public health.
  - B. **Public Safety:**

- 1) Security: Applicants must demonstrate that a plan, and means to implement the plan, exists to provide for adequate traffic control and crowd control, which plan must include one security person for every fifty (50) motor vehicles reasonably anticipated to be at the location and one security person for each one hundred fifty (150) persons reasonably anticipated to be in attendance. Identification of the security personnel, or company or persons supplying this service must be provided.
- 2) Enclosures: Applicants must demonstrate that a plan, and means to implement the plan, exists to have the location where the Special Event is to be held enclosed with snow fencing or other similar material of equivalent strength of not less than four (4) feet in height, if admission is charged and attendance is reasonably expected to exceed 1,000 persons.
- 3) Medical Services: Applicants must demonstrate that a plan, and a means to implement the plan, exists to provide sufficient medical services to the Special Event. Each Special Event shall have as a minimum one ambulance staffed by two adult individuals trained in first-aid techniques in attendance at all times. Identification of the company or person supplying this service must be provided.
- 4) Parking Facilities: Applicants must demonstrate that a plan, and a means to implement the plan, exists to provide adequate parking facilities appropriate to the anticipated number of persons in attendance. There must be adequate parking facilities to accommodate one vehicle for every four persons reasonably anticipated to be in attendance. There must also be provided adequate ingress and egress to and from parking areas to facilitate the movement of any vehicle at any time to or from the parking area and to permit access by emergency vehicles.

- 5) Structures: All facilities, including structures, stages, lighting facilities, sanitary facilities and other utilities to be specially assembled, constructed, installed, or erected for the public gathering must be in place and be approved by appropriate state and federal regulatory agencies, if its regulations apply, and by the Township or its duly appointed agent.

#### **SECTION VII. CONFORMANCE WITH OTHER LAW**

This Ordinance shall in no way be a substitute for, nor eliminate the necessity of, complying with any and all federal and state laws, rules and Regulations, county and township ordinances which are now, or may be in the future, in effect which pertain to the conduct of Special Events.

#### **SECTION VIII. PENALTIES**

Any person who initiates, organizes, promotes, permits, conducts or causes to be advertised a Special Event without obtaining the permit provided in this Ordinance, or who knowingly conducts, permits or allows a Special Event with a permit, but in violation of the terms and provisions of this Ordinance and of the permit granted, or who shall counsel, aid or abet such violation or failure to comply, upon conviction thereof by any District Magistrate, shall be subject to a fine of not more than Six Hundred (\$600.00) Dollars, together with costs. In default of the payment of any fine, the defendant shall be sentenced to jail for a period not exceeding thirty (30) days.

#### **SECTION IX. SEVERABILITY**

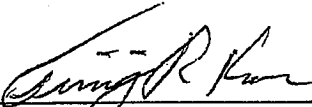
The provisions of this Ordinance shall be severable and, if any provisions hereof shall be held to be unconstitutional, invalid or illegal, by any court of competent jurisdiction, such decision shall not affect the validity of any of the remaining provisions of this Ordinance. It is hereby declared as legislative intent that this Ordinance would have been enacted had such unconstitutional, invalid or illegal provisions not been included herein.

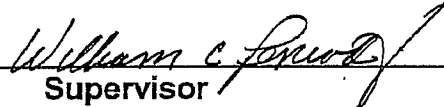
#### **SECTION X. EFFECTIVE DATE**

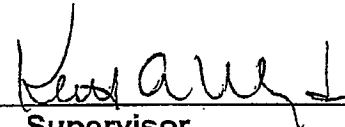
This Ordinance shall become effective five (5) days after enactment.

ORDAINED AND ENACTED at a public meeting of the Board of Supervisors of the Township of Ligonier, held on the 8th day of June, 2010, quorum being present thereat.

LIGONIER TOWNSHIP SUPERVISORS

By   
Chairman

By   
Supervisor

By   
Supervisor

ATTEST:

  
Asst. Secretary,  
Ligonier Township

(SEAL)

# EXHIBITS

**SPECIAL EVENT PERMIT APPLICATION**

*applications must be filed by 2 pm on the date of the required submission date*

Name of Event
Name of Applicant
Address
Email
Phone
Cell Phone
Fax
Property owner of record
Property owner address
Property owner phone
Location of property
Tax Map Parcel Number
Acreage
Present Zoning of Parcel

If Applicant is not the owner of the property, indicate the nature of the Applicant's authority to apply. Attach appropriate documentation of the owner's consent (ie. Power of Attorney, see attached form). The applicant or a representative must be present for any public hearings.

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To the Board of Supervisors of Ligonier Township, Westmoreland County, Pennsylvania. The above named owner(s) hereby petition(s) for the approval indicated above for the described property and as shown on the attached plat made a part of this application and certify that the information provided is correct.

**SIGNATURES OF OWNER(S) OR AGENT AND DATE:**

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

**EVENT INFORMATION:**

<b>TYPE OF EVENT:</b> <input type="checkbox"/> Concert <input type="checkbox"/> Parade <input type="checkbox"/> Sporting Event <input type="checkbox"/> Fair/Festival <input type="checkbox"/> Race <input type="checkbox"/> Exhibition
<input type="checkbox"/> Other (specify) _____
<b>EVENT TITLE:</b>
<b>EVENT DATE:</b>
<b>EVENT RAIN DATE(if any):</b>
<b>ACTUAL EVENT HOURS</b>
<b>SET UP/ASSEMBLY DATE:</b>
<b>TEAR DOWN/BREAKDOWN DATE:</b>
<b>SET UP &amp; BREAKDOWN:</b> (describe the scope of the setup/assembly work (provide specific details):
<b>FEES/PROCEEDS/REPORTING</b>
<b>YES    NO</b>
<input type="checkbox"/> <input type="checkbox"/> <b>Is your organization a tax-exempt, non-profit organization</b> (If YES, you must provide proof of your exemption with this application
<input type="checkbox"/> <input type="checkbox"/> <b>Will fees be charged to participants?</b> If yes, amount \$ _____
<input type="checkbox"/> <input type="checkbox"/> <b>Will fees be charged to spectators?</b> if yes, amount \$ _____
<input type="checkbox"/> <input type="checkbox"/> <b>Will fees be charged to vendors?</b> if yes, amount \$ _____
<input type="checkbox"/> <input type="checkbox"/> <b>Will fees be charged for parking?</b> if yes, amount \$ _____
<b>How will money generated from this event be utilized?</b> _____ _____
<b>Estimated # of participants (include volunteers)</b> _____ <b>Estimated # of spectators</b> _____
<b>Amusement Tax Estimation:</b> 10% x admission fees charged \$ _____
<b>EVENT DESCRIPTION INFORMATION:</b> (Please provide a detailed description of your event. Include details regarding all components of the event (attach additional sheets if necessary).



YES NO

- Will items or services be sold at the event?
- Does this event involve a moving route of any kind along streets, sidewalks, etc? If Yes, attach a detailed map of the proposed route, indicate direction of travel, and provide a written narrative explaining route.
- Does this event involve the closure of any streets, sidewalks, roadways etc? If Yes, list street(s) requiring closure as a result of this event. Include street name(s) date and time of closing and reopening.
- Does this event involve a fixed venue site? If Yes, attach a detailed layout diagram of the proposed site.

In addition to the route map and/or site diagram required above, please attach a diagram showing the overall layout and setup locations for the following items:

- 1) Food Concession and/or Food Preparation Areas  
Describe how food will be served at the event:

---

If food will be cooked on site please specify method:  Gas/Propane  
 Electric     Charcoal     Other (specify): \_\_\_\_\_

- 2) Portable Toilet Facilities  
Number of standard portable toilets to be supplied: \_\_\_\_\_  
 Number of ADA Accessible toilets to be supplied: \_\_\_\_\_  
 (Standard is one for every 200 people and 10% should be ADA Accessible)

- 3) Trash & Recycling Receptacles & Management  
You must properly dispose of waste and garbage throughout the term of your event and, immediately upon conclusion of the event, the area must be returned to a clean, pre-event condition. The Township does not provide sanitation services for special events. Please describe in detail your waste management and clean-up plan for your event:  
 \_\_\_\_\_  
 \_\_\_\_\_

Please detail the number and describe how the following items will be used in your event (attach additional sheets, if necessary):

- 4) First Aid Facilities and Ambulance Location
- 5) Tables & Chairs
- 6) Fencing, barriers and or barricades
- 7) Generator locations and/or Source of Electricity
- 8) Canopies or Tent Locations
- 9) Booths, Exhibits, Displays or Enclosures
- 10) Vehicles and/or Trailers
- 11) Other related event components not covered above
- 12) Scaffolding, bleachers, platforms, stages, grandstands and other structures

Other \_\_\_\_\_

**SAFETY/SECURITY/ACCESSIBILITY**

Please describe your procedures for both Crowd Control and Internal Security

It is the applicant's responsibility to comply with state or federal ADA accessibility requirements.

Please indicate your arrangements for providing First Aid Staffing & Equipment:

Ambulances # _____	Provided by: _____
Emergency Medical Technicians # _____	Provided by: _____
First Aid Stations # _____	Provided by: _____
Other # _____	Provided by: _____

YES NO

Is this a night event? If Yes, please describe how the event and the surrounding area will be illuminated to ensure safety of the participants and spectators:

**PARKING PLAN/SHUTTLE PLAN/MITIGATION OF IMPACT**

- Please provide a detailed description of your parking and/or transportation/shuttle plans:

It is the responsibility of the Applicant to notify any nearby residents, businesses etc impacted by the event.

**ENTERTAINMENT/ATTRACTIONS/RELATED ACTIVITIES**

YES NO

<input type="checkbox"/>		<input type="checkbox"/>	Will musical entertainment be provided at your event? If Yes, please indicate:  Type of music _____ # of stages _____ # of bands _____
<input type="checkbox"/>		<input type="checkbox"/>	Will amplified sound be used? If Yes, please indicate: Start time _____ am/pm Finish time _____ am/pm
YES NO		<input type="checkbox"/>	Any signs or banners either on premise or off-premise? If Yes, complete a Sign Permit Application and submit to the Township Office.
YES NO		<input type="checkbox"/>	Any lighting? If Yes, please describe and give location.
YES NO		<input type="checkbox"/>	Any tents or canopies? If yes, please indicate size, number and location.
YES NO		<input type="checkbox"/>	Any fireworks, rockets, or other pyrotechnics on site? If Yes, complete a Fireworks Permit Application and submit to the Township Office. Please also describe here:
<b>PROMOTION/ADVERTISING/MARKETING:</b>			
YES NO		<input type="checkbox"/>	Will this event be promoted, advertised or marketed in any manner? If Yes, please describe:
YES NO		<input type="checkbox"/>	Will there be any live media coverage during the event? If Yes, please explain:
Media Director and Phone Contact Information _____			
<b>INSURANCE REQUIREMENTS:</b> Before final approval will be granted, the applicant must provide an original and current certificate of general liability insurance including bodily injury and property damage in the amount of \$1,000,000 per occurrence and aggregate of \$2,000,000. Insurance coverage must be maintained for the duration of the event.			


SPECIAL EVENT PERMIT CONTROL PAGE

DESCRIPTION	Required	Submitted	Waived	Date Submitted
Completed & Signed Application Form				
Application Fee				
Professional Event Organizer - Letter				
Certificate of Insurance				
Detailed Setup/Assembly/Construction Plan				
Projected Event Budget				
IRS 501 C Tax Exempt Documentation				
Detailed Route Map & Narrative				
Detailed Map/Site Diagram				
Final Event Financial Report				
Remittance of User Fees				
Remittance of Reimbursement Fees				
Other:				
Other:				
Other:				
APPLICATION APPROVAL:				
<div style="display: flex; justify-content: space-between;"> <div style="width: 45%;"> <p>_____</p> <p>Date</p> </div> <div style="width: 45%; text-align: right;"> <p>_____</p> <p>Chairman, Ligonier Twp Supervisors</p> </div> </div>				

Notes:

SPECIAL POWER OF ATTORNEY AFFIDAVIT

COMMONWEALTH OF PENNSYLVANIA  
COUNTY OF WESTMORELAND

This \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I \_\_\_\_\_  
the owner/contract purchaser (circle one) of \_\_\_\_\_  
(describe land by tax map number) make, constitute, and appoint  
\_\_\_\_\_, my true and lawful attorney-in-fact, and in my name,  
place and stead giving unto said \_\_\_\_\_ full power and authority to  
do and perform all acts and make all representation necessary, without any limitation  
whatsoever, to make application for said Special Event Application.

The right, powers, and authority of said attorney-in-fact herein granted shall commence and  
be in full force and effect on \_\_\_\_\_, 20\_\_\_\_, and shall remain in full  
force and effect thereafter until actual notice, by certified mail, return receipt requested is  
received by the Ligonier Township Office of Westmoreland County stating the terms of this  
power have been revoked or modified.

\_\_\_\_\_  
Owner/Contract Purchaser/Authorized Agent  
(Circle one)

COMMONWEALTH OF PENNSYLVANIA:

County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_ in my County and State aforesaid, by the aforementioned Principal.

Notary Public

My Commission Expires: \_\_\_\_\_

OFFICE USE ONLY	
Project Name: _____	Date Accepted _____, 20____

ADJACENT PROPERTY OWNERS LIST

The following are the names and addresses of property owners either abutting, adjoining, or  
across the street within 200 feet of the property subject to this special event application  
(please print or type).

