



File Number: \_\_\_\_\_

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT  
HOLLYWOOD, FLORIDA  
LIVE MUSIC EXTENDED HOURS LICENSE APPLICATION**

Pursuant to City of Hollywood Code of Ordinances Section 113.26, a Live Entertainment Establishment applying for a Live Music Extended Hours License must meet the following requirements. The application shall be reviewed based upon the criteria set forth in Section 113.26 (A)(2)(b).

1. Applicant must be located within the Downtown Music District (see attached map).
2. Applicant must have a Local Business Tax Receipt and a Certificate of Use.
3. Establishment shall open no later than 5:00 p.m. when staying open until 4:00 a.m.
4. Establishment shall not permit any person under the age of 21 to enter or be present in the establishment between the hours of 2:00 a.m. and 4:00 a.m., unless such person is accompanied by a parent or legal guardian.
5. On at least three nights per week the Establishment must provide floorshows or other forms of entertainment consisting of at least one performer playing musical instrumentation, amplified or non-amplified, and the performances shall be held for a duration of at least three hours during the Establishment's hours of operation.
6. All live entertainment shall be provided indoors with all doors and windows remaining closed during performances, with the exception of patron and staff ingress and egress, during the live entertainment performances.

This application must be completed in full and submitted with all necessary documents for processing. Please refer to the checklist for the appropriate submittals to include with this application. Plans submitted shall be clearly drawn and properly dimensioned in accordance with the requirements set forth in Section 113.26(A)(2)(a)(1).

Application Type (circle one):    New    Renewal

1. Name of Business: \_\_\_\_\_

Address: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Folio Number(s): \_\_\_\_\_

2. Name of Business Owner: \_\_\_\_\_

Address of Business Owner: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

3. Name of Business Representative: \_\_\_\_\_

Address of Business Representative: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

4. State Liquor License Holder Name: \_\_\_\_\_

Address of License Holder: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Business Phone: \_\_\_\_\_ Alternate Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

5. Total Square Footage: \_\_\_\_\_



File Number: \_\_\_\_\_

**LIVE MUSIC EXTENDED HOURS LICENSE APPLICATION  
CERTIFICATION OF COMPLIANCE WITH APPLICABLE REGULATIONS**

Each person signing the application certifies that he/she is aware of the criteria, regulations and guidelines applicable to the request and has received a copy of Chapter 113, Hollywood Code of Ordinances.

(I)(We) certify that (I) (we) understand and will comply with the provisions and regulations of the Zoning and Land Development Regulations and the Code of Ordinances as they apply to this project. (I)(We) further certify that the above statements and drawings made on any paper or plans submitted herewith are true to the best of (my)(our) knowledge. (I)(We) understand that the application and attachments become part of the official public records of the City and are not returnable. Furthermore, I understand that, if this application is approved, this Live Music Extended Hours License terminates on September 30 at midnight.

Signature of Business Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature of Business Representative (if applicable): \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Signature of State Liquor License Holder: \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

**NOTE: APPLICATION MUST BE SIGNED BY ALL APPLICABLE PARTIES. MULTIPLE SIGNATURE PAGES MAY BE NECESSARY.**



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## LIVE MUSIC EXTENDED HOURS LICENSE APPLICATION APPLICANT'S SUBMITTAL CHECKLIST

A Live Music Extended Hours License (LMEHL) is a license that is granted as a privilege, is declared to be regulatory in nature, and may be subject to revocation at anytime. Please find below the submittal requirements for your LMEHL application package. Two (2) copies of each requested item must be submitted with each application.

### All application packages must include the following:

- 1) Associated fees:
  - A. Application Fee and Issuance of Initial License: \$500
  - B. Annual License Renewal Fee: \$1,000
- 2) Completed and signed LMEHL application.
- 3) Copy of Business Tax Receipt
- 4) Copy of Certificate of Use
- 5) Copy of active State Liquor License, restaurant seating license, and state corporation license
- 6) Signed and completed Criminal Background Check Form
- 7) A plan and/or sketch indicating the location of the Live Entertainment Establishment (LEE) and the floor plan showing a floor area of not less than 1000 square feet. The floor plan shall be an accurate representation of the plan approved by the City's Building and Fire Departments as part of the formal building process. Any changes to the floor plan since the original City approval shall be identified and include a notation identifying the date the modification was approved by the City, if such approval was required. The floor plan shall show all customer seating areas, performing stages or platforms, back-of-house areas and restroom facilities. The floor plan shall state the legal occupant load and all exiting systems of the premises shall be clearly shown. No floor plan change, occupant load change, or other change of use can be approved as part of the application process for a LMEHL.
- 8) A security plan which should include but is not limited to:
  - A. The number of security personnel who will be on duty during the extended hours of operation;
  - B. The minimum level of acceptable training for security personnel;
  - C. The patron screening procedure, if any, prior to admission to the LEE;
  - D. Identification of patron access points into the LEE;
  - E. Removal of disorderly or intoxicated patrons from premises; and
  - F. Dispersal of patrons from the LEE, on site parking area and/or public rights-of-way (e.g. sidewalk or street) within fifty feet of any entrance to the LEE.
- 9) A summary of the facts concerning the live entertainment including the proposed days and hours of operation, description of proposed entertainment, number of entertainers, and a copy of the food menu.
- 10) Proof that the establishment shall be wholly enclosed, soundproofed, air-conditioned, with all windows, doors and other openings kept closed except for normal ingress and egress, such that noise and music emanating therefrom will not disturb surrounding properties between 10p.m. and 4 a.m. (Soundproofing Guidelines attached).
- 11) Mailing Notification Package (New Applications Only. Establishments that hold a current EHL do not have to provide.) New applicants are required to provide proof that neighboring property owners have been notified of their request to apply for a LMEHL.



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**LIVE MUSIC EXTENDED HOURS LICENSE APPLICATION  
BACKGROUND INQUIRY RELEASE**

As the owner/officer/operator of a business requesting a Live Music Extended Hours License, I understand, as required by Section 113.26 of the City Code of Ordinances, that I will be subject to a criminal background check.

I authorize without reservation, any party contacted by the City of Hollywood to furnish the above information. In addition, I hereby release the City of Hollywood, its officers, employees, and agents, from any and all liability for damages arising from the investigation and disclosure of the information. I further release and discharge from all liability its companies, officials, officers, employees, and other persons, who, in good faith, provide to the City of Hollywood the above-mentioned information as requested, in order to successfully complete this investigation. I will allow a photocopy of this authorization to be as valid as the original.

PRINT FULL NAME: \_\_\_\_\_

SOCIAL SECURITY NUMBER: \_\_\_\_\_

CURRENT ADDRESS: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

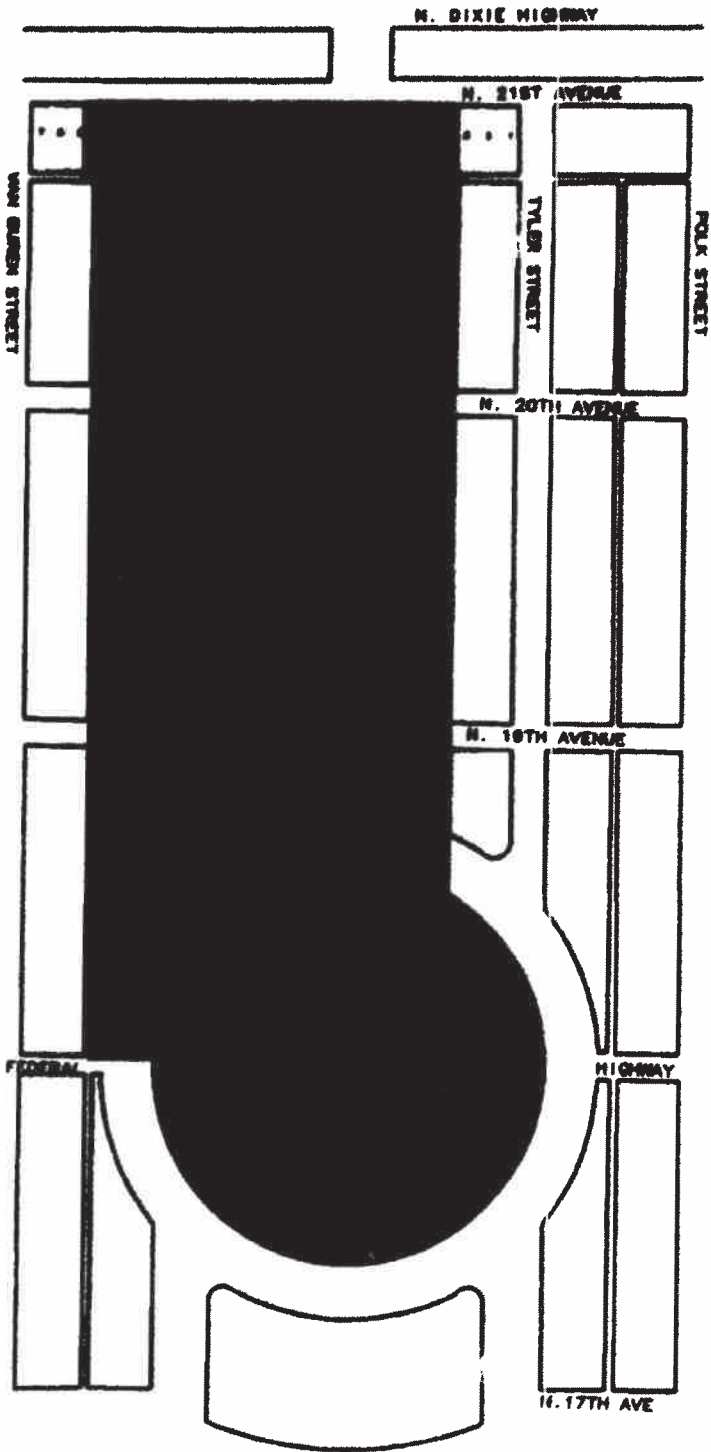
DRIVER'S LICENSE NUMBER: \_\_\_\_\_ STATE: \_\_\_\_\_

APPLICANT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

WITNESS: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINT FULL NAME: \_\_\_\_\_

# DOWNTOWN MUSIC DISTRICT



## EXHIBIT "A"

# CPD

COMMUNITY PLANNING DIVISION  
DEVELOPMENT ADMINISTRATION

GIS FILE: /hollywood/cra/music  
DATE: 8/28/05  
PROJECT: MUSIC DISTRICT

VICINITY MAP  
HOLLYWOOD, FLORIDA  
GENERAL SECTION - 015



## SOUNDPROOFING GUIDELINES

Source: ArtistLink; c/o Massachusetts Cultural Council  
10 St. James Avenue, 3rd Floor  
Boston, MA 02116

Soundproofing - Air-borne noise can be stopped as needed in a variety of ways:

1. Adding mass between spaces – a 12” concrete floor absorbs more sound energy than a 4” concrete floor. Extra layers of drywall reduce transmitted noise through both walls and ceilings.
2. Putting gaps in the structure – a typical sound insulating wall between units may be composed of two sets of studs, one set for each unit. This eliminates structure-born noise transmission between the units. A flexible support system (sound isolating channels) can cut down on structure-born noise passing from a structural beam to a drywall ceiling.
3. Closing air-holes between spaces – sound waves carry through key-holes, around pipes, between a wood floor and a brick wall, through outlets placed back to back, and over-and-under walls which are not thoroughly caulked at the top and bottom.
4. Putting dampening elements in the voids between spaces – fiberglass or cellulose insulation absorbs air-borne noise and also dampens vibrations in the wall surface, much as stuffing a sock in a guitar would make it quieter. The air between two sheets of drywall can't transmit noise efficiently if it is filled with fluff.
5. Calming air-born noise before it enters the structure – a radio playing in an empty apartment will transmit a lot more noise than one playing at the same volume in a unit filled with furniture, window coverings, paintings, clothing and other possessions. Carpets do more than just reduce impact noise – they also absorb sound within the space. Music rehearsal spaces make use of many sound deadening technologies, including various foam products. (Always check the flame-spread rating of any foam insulation products.)
6. Any other method that is determined by the Chief Building Official to provide equal or greater sound proofing as would be provided by the methods listed above.