

Apply for a Sound Permit

In general, sound levels at an event cannot exceed 50 dBa at adjacent property lines without getting a sound permit from the City of Salem [*Salem Revised Code Chapter 51.*]

Obtaining a sound permit does not mean noise complaints won't be filed and investigated. Using common sense and being considerate of your neighbors is the best way to avoid a problem. The most common reasons for complaints include:

- Noise continues after 9:00 p.m.
- Noise continues for a long period of time.
- Noise is unreasonably loud.

When having an event or activity or series of events exceeding 24 hours in duration or in the Downtown Parking District ("DPD"), the applicant will receive a map of the notification area and is required to notify surrounding properties in writing at their own expense, Salem Revised Code ("SRC") Chapter 51. The recipients of the notification have thirty (30) calendar days to file written comments on the application. If the application is approved, the applicant should keep a completed copy of the [Sound Permit Notification](#) checklist at the event to verify required notice was delivered.

Types of sound permits

Sound permits are divided into four classes based on the location and duration of the requested event.

Class A

- For a single event or activity that does not exceed 24 hours in duration and occurs outside of the Downtown Parking District.
- An application must be submitted a minimum of 10 calendar days before the event.
- The permit fee is \$32.50.

Class B

- For a single event or activity or a series of related events or activities that exceeds 24 hours in duration and occurs outside of the Downtown Parking District.
- An application must be submitted a minimum of 45 calendar days before the event.
- The permit fee is \$227.00.
- Applicant will be required to [give notice to surrounding properties](#).

Class C

- For a single event or activity that does not exceed 24 in duration and occurs within the Downtown Parking District.
- An application must be submitted a minimum of 45 calendar days before the event.
- The permit fee is \$65.00 for private events.
- The permit fee is \$227.00 for public events.
- Applicant will be required to [give notice to surrounding properties](#).

Class D

- For a single event or activity or a series of related events or activities that exceeds 24 hours in duration and occurs within the Downtown Parking District.
- An application must be submitted a minimum of 45 calendar days before the event.
- The permit fee is \$448.00.
- Applicant will be required to [give notice to surrounding properties](#).

Application process

The completed application needs to be submitted in-person, by standard mail, electronic mail, or by fax to the City of Salem.

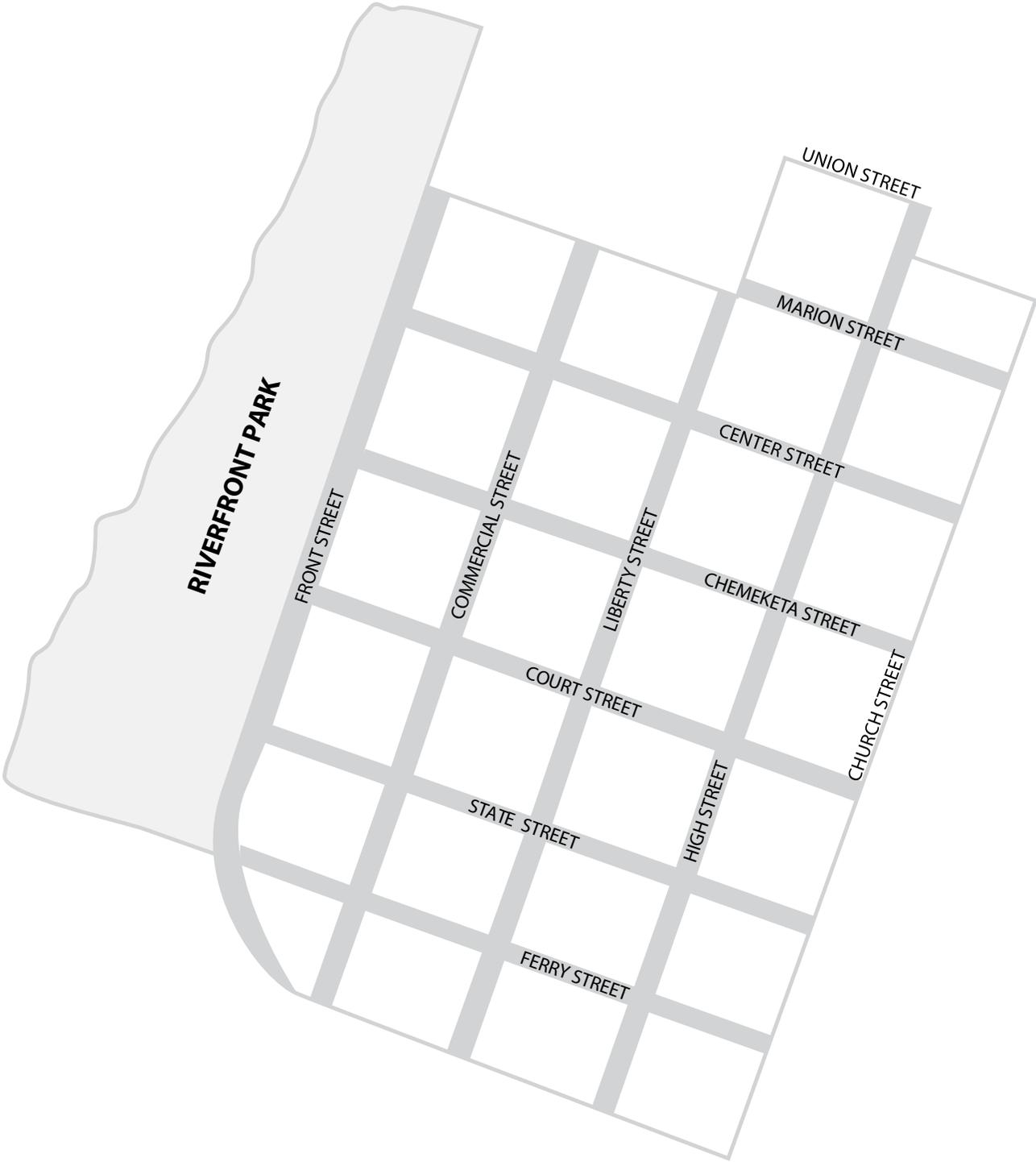
Once the application has been submitted, the applicant will receive a response from the City Health Officer within the following time frames:

- Class A permits: Within seven (7) calendar days of receiving the completed application.
- Class B, C, and D permits: Within 30 calendar days of receiving the completed application. (An application is complete once the notification comment period ends.)

If the permit application is denied, the applicant can appeal the decision with the City Hearings Officer [SRC 20J.220.]

An application is deemed once it has been approved and the fees have been paid in full.

DOWNTOWN PARKING DISTRICT (DPD) MAP



Any area not represented in this map is considered to be outside the Downtown Parking District.

Request For Sound Permit (Class A, B, C, D)

SUBMIT COMPLETED FORM TO:

City of Salem
555 Liberty Street SE Room 100
Salem, OR 97301-3513
503-588-6261 • Fax: 503-584-4680

parksandrecreation@cityofsalem.net • After hours/weekend contact: 503-588-6311

CSC

Customer # _____

PAID

Applicant Name _____ Organization _____

Phone _____ Email _____

Address _____ City _____ State _____ Zip _____

Name of Event _____ Will the event be public? Yes No

Address of Event (where sound will be generated) _____

When will sound be generated? Date(s) _____ Time Period(s) _____

Sound generated will include: Music Speeches Other _____

If music, describe the type (e.g. Classical, Rock, Country, etc..) _____

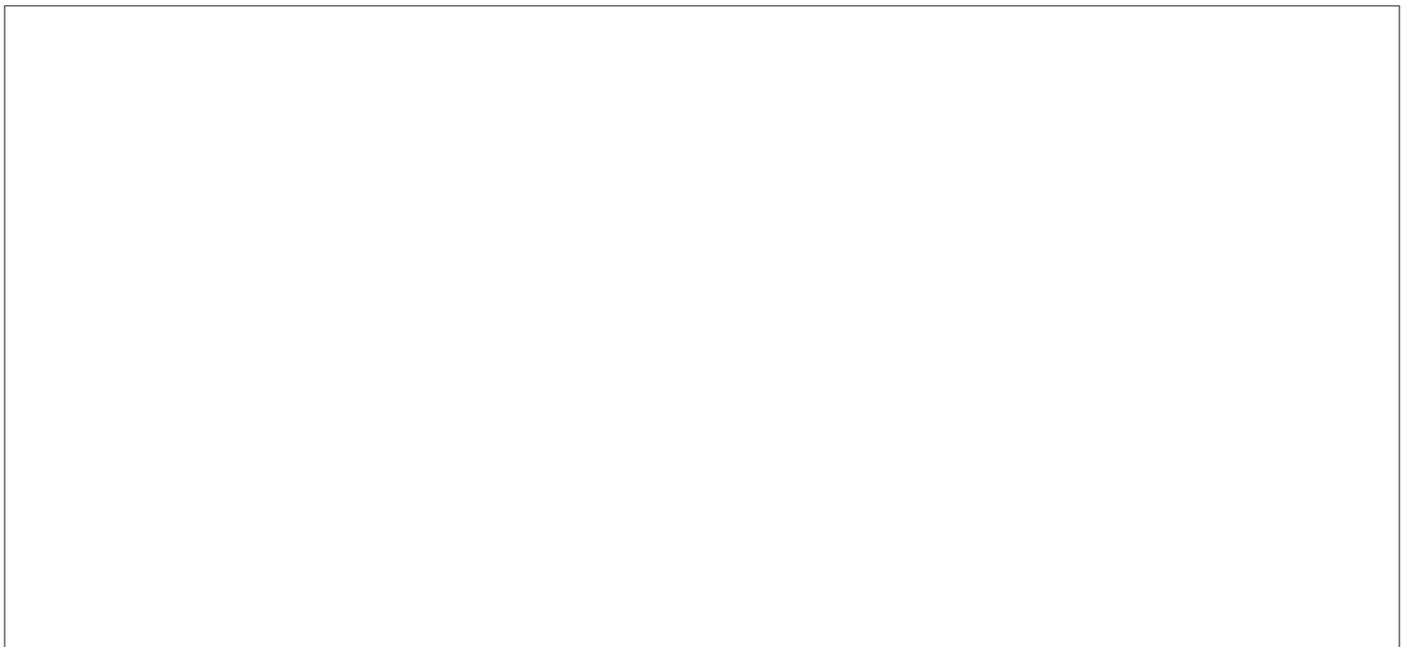
Will there be a band? Yes No Will there be a DJ or other speaker with a microphone? Yes No

How many sound speakers will be used? _____ What size are the speakers? _____

Are you hiring a professional audio company? Yes: No Company Name _____

EVENT LAYOUT

Please attach or draw in the provided space below a diagram of the general location, showing surrounding streets, the location of any sound equipment, and where your audience will be situated.



EVENT CLASSIFICATION (PLEASE SELECT APPROPRIATE BOX)

The application must be submitted a minimum of forty-five (45) calendar days prior to event, with the exception of a Class A Permit, and a decision will be made within thirty (30) calendar days.

Class A Permit: For a single event or activity that does not exceed 24 hours in duration outside of the Downtown Parking District (DPD). The permit fee is \$32.50

Class B Permit: For a single event or activity or a series of related events or activities that exceeds 24 hours in duration and occurs outside of the DPD. The permit fee is \$227.00.

Class C Permit

Private: For a single private event or activity that does not exceed 24 hours in duration and occurs within the DPD. The permit fee is \$65.00.

Public: For a single public event or activity that does not exceed 24 hours in duration and occurs within the DPD. The permit fee is \$227.00.

Class D Permit: For a single or activity or a series of related events or activities that exceeds 24 hours in duration and occurs within the DPD. The permit fee is \$448.00.

Permittee Signature _____ Date _____

OFFICE USE ONLY

Was notification sufficiently made by the applicant under SRC 51?

Not required in this instance

Your request for Class _____ Noise Permit has been denied. (see attachment)

Your request for Class _____ Noise Permit has been approved subject to the following provisions on the date(s) and time(s) of your request.

If in the sole judgment of any Police Officer, exercised in good faith, the sound level becomes a Noise Disturbance as defined in SRC Chapter 93, said officer shall have the authority to modify this permit and require that the sound source be adjusted. This adjustment may include, but is not limited to, its cessation, re-directing speaker placement, limiting volume output, or any other similar requirement.

The permit is only valid for the dates, times, and location documented in this application

Speakers should be directed at a downward angle to the greatest extent reasonable.

Volume of the sound is limited to _____ at a point measured _____ feet from the source of the sound.

Other

CITY HEALTH OFFICER _____ Date _____

CC via email: Salem Police Shift Commander, Public Works Dispatch, WVCC Salem Dispatch

Processed by: _____ Date: _____