



# Noise Permit Checklist and Application

(City of Lubbock Code of Ordinances, Article 14.04.001-.010)

## Checklist for Noise Permit Application

This page is a checklist for applicants, it **does not** need to be submitted with the application

### Fees

- ☐ **One Day Noise Permit** (payment must be included with application)
  - \$60 non-refundable fee
- ☐ **Two Day Noise Permit** (payment must be included with application)
  - \$125 non-refundable fee
  - \$30 for each additional day thereafter
- ☐ **Late Application**
  - One Day Applications will be considered late if not submitted 5 days prior to event not including day of event
    - \$25 non-refundable fee
  - 2+ Days Applications will be considered late if not submitted 10 days prior to event not including day of event
    - \$35 non-refundable fee

### Checklist

- ☐ Must submit no more than 60 days prior to the event start date
- ☐ Include with application:
  - ☐ Map indicating the location of the speaker/generator/amplified sound
    - Bounce houses/slides MAY NOT be placed in the street
  - ☐ Signatures of businesses and homes within a 300 ft. radius of noise (refer to Petition Form pg. 2)
  - ☐ Fireworks Disclaimer form (needed for all applications (pg. 3))
  - ☐ Food Truck Disclaimer form (needed for all applications (pg. 4))
  - ☐ Food trucks must be up-to-date on inspections and have current permits. If they are not, they must contact:
    - Environmental Health at 806-775-2928
    - Fire Prevention at 806-775-2646

### If applicable:

- ☐ Contact Parks at 806-775-2673 to reserve park

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**\*Late permit applications for Noise will not be accepted within 48 hours of the event. If the event is to be held on a Saturday or Sunday, the application must be received no later Thursday at 12 noon prior to the event.**

If you have any questions about the application please contact the City Secretary's Office at  
Phone: (806) 775-2025 or Email: [ocs@mylubbock.us](mailto:ocs@mylubbock.us)



## Noise Permit Application

(City of Lubbock Code of Ordinances, Article 14.04.001-.010)

### For Office Use Only

Permit #

Receipt #

CC Approval #

Total Paid

### Type of Event *(Select all that apply)*

- ☐ Loud Speaker    ☐ Mechanical Equipment    ☐ Musical Devices    ☐ Power Equipment  
☐ Group of People    ☐ Animals    ☐ Construction Equipment    ☐ Other: \_\_\_\_\_

### Other Items Needed *(Select all that apply)*

- ☐ Food trucks/vendors present for event    ☐ **Required: Food Truck Disclaimer and Acknowledgement attached**  
☐ Alcohol will be served    ☐ **If yes, I've contacted the Fire Marshal's Office for a temporary Operational Permit**  
☐ Inflatables will be used    ☐ **If yes, please list vendor name: \_\_\_\_\_**  
(Note: bounce houses/slides MAY NOT be placed in the street)  
☐ Event held in a City Park    ☐ **If yes, I've contacted Parks Dept.** List Name of Park: \_\_\_\_\_  
☐ Fundraising from the public    ☐ **If yes, I've attached a current Charitable Solicitation Permit; or a letter from the benefiting organization authorizing the raising of funds for their organization.**

APPLICANT'S NAME \_\_\_\_\_

APPLICANT'S ADDRESS \_\_\_\_\_

PHONE NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_

NAME OF ORGANIZATION \_\_\_\_\_

ADDRESS OF ORGANIZATION \_\_\_\_\_

ORGANIZATION'S CONTACT/PHONE \_\_\_\_\_

EVENT DATE(S) \_\_\_\_\_

TIME EVENT BEGINS: \_\_\_\_\_ TIME EVENT ENDS: \_\_\_\_\_

NAME AND DESCRIPTION OF EVENT: \_\_\_\_\_

POINT OF ORIGIN FOR AMPLIFIED SOUND (MAP MUST BE INCLUDED INDICATING LOCATION OF THE SPEAKER, GENERATOR, AND/OR AMPLIFIED SOUND. EXAMPLE ATTACHED):

I hereby declare that the information given in this application, and all accompanying attachments, is true and correct to the best of my knowledge.

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

\_\_\_\_\_  
Date

## PETITION FOR NOISE PERMIT

**Please gather all signatures for businesses and residences within 300 ft. radius of noise point of origin.**

If vacant, please note address and check vacant. If property occupant is unavailable, please attempt to contact at least three times and so note the date/time attempted by address in the appropriate boxes. (Copy form as needed)

**Event Date:** \_\_\_\_\_ **Event Times:** \_\_\_\_\_

**Event Description:** \_\_\_\_\_

*(Please list date and time)*

NAME	SIGNATURE	ADDRESS	PHONE	VACANT	APPROVE	DISAPPROVE	ATTEMPT 1	ATTEMPT 2	ATTEMPT 3

**As applicant, I hereby verify that all residents/businesses have been contacted or attempts have been made to contact within the 300 ft radius.**

\_\_\_\_\_  
Applicant signature

**Attention All Block, Noise, & Parade Permit Holders:**

According to Article 10.08 in the City of Lubbock – Code of Ordinances, as well as the Occupations Code of Texas 2154, it is against the law to sell, use, or possess fireworks inside the city limits. Furthermore, fines punishable up to \$1000.00 may be issued and all fireworks may be cause to seizure.

Upon the signing of this permit, the responsible party on the permit acknowledges this ordinance and accepts responsibility to prevent violation of this ordinance within the scope of this permit. Violation may result in citations being issued and/or seizure of fireworks.

Signature

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## **FOOD TRUCK DISCLAIMER AND ACKNOWLEDGEMENT**

### **All applicants with participating food trucks and/or temporary food vendors, please read and acknowledge**

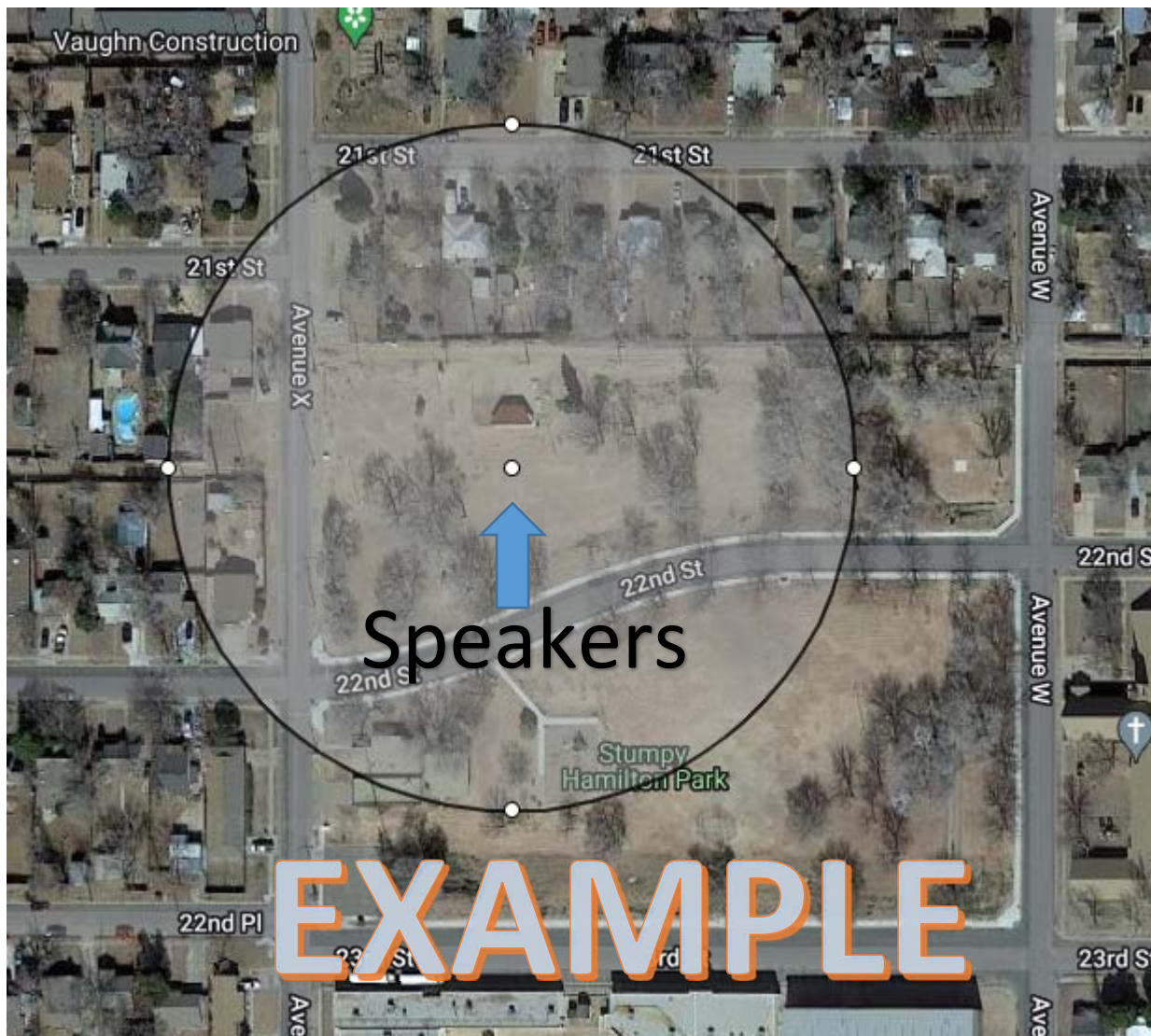
According to Article 8.16, 8.19, and 14.04 in the City of Lubbock – Code of Ordinances, all mobile food vendors shall comply with all regulations established and enforced by the Environmental Health Department and the Fire Marshal's Office and maintain compliance with all requirements with regard to permitting. It is unlawful for any person to operate as a food establishment without complying with the City of Lubbock Environmental Health Department Code of Ordinances for food establishment requirements and the Fire Marshal's Office or the City of Lubbock Code of Ordinances for mobile food vendor requirements.

(Ref. 8.19.006)

**Upon the signing of this permit, the responsible party of the permit acknowledges these ordinances and accepts responsibility to prevent violation of these ordinances within the scope of this permit. Food trucks must have current permits with the City of Lubbock Environmental Health Department and Fire Marshal's Office, otherwise violation may result in citations being issued to the mobile food unit/temporary food vendors and applicant.**

**Signature**

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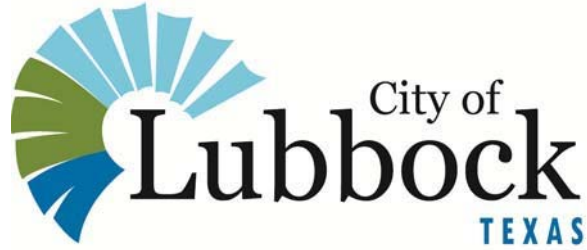


Helpful Tool for Map and Required Petition Signatures

<https://www.mapdevelopers.com/draw-circle-tool.php>

Search on a web browser: Draw a Circle on a Map

- Set radius for 300 feet and to Satellite.
- The center point should be an approximate location of where the noise will be located.
  - I.e. Speakers/sound systems
- Any structure being touched by the circle will require a petition signature.



I, \_\_\_\_\_, authorize the Office of the  
City Secretary to charge my \_\_\_\_\_ card for  
\$ \_\_\_\_\_, via the card information listed below:

CREDIT CARD NUMBER	
CREDIT CARD TYPE (Visa or Master Card)	
AUTHORIZATION CODE (3-digit number on back of card)	
EXPIRATION DATE (MM/YY)	
CARDHOLDER ADDRESS (Street, City, State and Zip)	
CARDHOLDER SIGNATURE	

City of Lubbock  
Office of the City Secretary  
PO Box 2000  
Lubbock, TX 79457

(806) 775-2061

**\* NOTICE \*** The City of Lubbock will start charging a 2.5% service fee on all credit card transactions beginning March 2024.

CHAPTER 14 OFFENSES AND ADDITIONAL PROVISIONS
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ARTICLE 14.04 NOISE*
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ARTICLE 14.04 NOISE*
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**Sec. 14.04.001 Policy**

It is the policy of the city to minimize the exposure of citizens to excessive noise and to protect, promote and preserve the public health, comfort, convenience, safety and welfare. It is the express intent of the city to control the level of noise in a manner which promotes commerce and promotes the use, value, and enjoyment of property all within the realm that protects the sleep, peace, comfort, and repose of citizens, and preserves the quality of the environment. (1983 Code, sec. 18-4.1; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

ARTICLE 14.04 NOISE*
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**Sec. 14.04.002 Administration**

- (a) The provisions of this article shall be administered by and under direction of the city secretary.
- (b) The city secretary shall have the authority to:
  - (1) Oversee the general administration of this chapter, including but not limited to, the permit decision-making process;
  - (2) Make necessary inspections and tests with proper authorization or permission from the owner of any private property or place; and
  - (3) Make or require any investigations or studies which are necessary to determine if compliance can be achieved and require noise attenuation measures in accordance with the findings of such investigations or studies for the purpose of determining compliance with this article.

(1983 Code, sec. 18-4.2; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

ARTICLE 14.04 NOISE*
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**Sec. 14.04.003 Prohibited noises**

- (a) This section shall not be construed to include any activities or actions by public or private:
  - (1) Educational facilities; or
  - (2) Any governmental entity using its owned or leased property.
- (b) Unless a permit of variance is first obtained from the city, the following sounds are hereby determined to be specific noises which can constitute a noise disturbance.
  - (1) Animals. Owning, keeping, possessing, or harboring any animal or animals which, by frequent or habitual noisemaking, unreasonably disturbs or interferes with the sleep, peace, comfort, or repose of



neighboring persons of ordinary sensibilities. The provisions of this subsection shall apply to all private facilities, including but not limited to any private or commercial animal shelters or kennels, which hold or treat animals.

(2) Radios, television sets, musical instruments, and similar devices. Operating or permitting to be operated in a fixed or movable position or mounted upon or within any vehicle in or upon any street, alley, sidewalk, park, place, or public or private property any radio receiving set, musical instrument, television, phonograph, drum, or other machine or device for the production or reproduction of sound or vibrations in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(3) Exterior loudspeakers. Operating or permitting to be operated any loudspeaker or sound-amplifying equipment in a fixed or movable position in or upon any street, alley, sidewalk, park, place, or public or private property for the purpose of commercial advertising, giving instructions, directions, talks, addresses, lectures, or transmitting music to any persons or assemblages of persons in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(4) Construction work. Operating or permitting to be operated any equipment used in commercial construction, repair, alteration, or demolition work on buildings, structures, streets, alleys, or appurtenances thereto, between the hours of 10:00 p.m. and 6:00 a.m. the following day, or in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, and repose of neighboring persons of ordinary sensibilities.

(5) Power equipment. Operating or permitting to be operated any power equipment in residential zones outdoors between the hours of 10:00 p.m. and 6:00 a.m. the following day, or in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(6) Power equipment - inflatable play equipment. Operation of an electrical generator to power inflatable play equipment in residential zones and/or city parks in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(7) Places of public entertainment. Operating or permitting to be operated in any place of public entertainment any loudspeaker or other source of sound which produces, at a point that is normally occupied by the customer, maximum sound pressure levels of 100 dBA as read on a sound level meter, unless a conspicuous and legible sign is posted near each public entrance stating: "Warning Sound Levels Within May Cause Permanent Hearing Impairment." This provision shall not be construed to allow the operation of any loudspeaker or other source of sound in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(8) Mechanical devices. Operating or permitting to be operated, any mechanical, electrical, or electronic device in a residential area between the hours of 10:00 p.m. and 6:00 a.m. the following day, or in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(9) Emergency signaling devices. The intentional sounding or permitting the sounding outdoors of any fire, burglar or civil defense alarm, siren, whistle, or similar stationary emergency signaling device for more than five minutes during any consecutive 60-minute period in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities, except for those exemptions outlined in this article. Nothing herein shall be construed to authorize the operation of any emergency signaling device in violation of [article 8.11](#) (burglar and robbery alarms) of this code.

(10) Other prohibited sound levels. Any emanations of the human voice or noise from any other source, including but not limited to fireworks, motor vehicle horns or other noise-creating object, device or equipment, whether amplified or not, which unreasonably disturbs or interferes with the sleep, peace,

comfort, or repose of neighboring persons of ordinary sensibilities.

(1983 Code, sec. 18-4.3; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

#### ARTICLE 14.04 NOISE\*

##### **Sec. 14.04.004 Motor vehicle noise**

(a) Modifications to motor vehicles. No person shall operate or cause to be operated any motor vehicle, unless the vehicle is equipped with an exhaust system which includes a tailpipe and resonator where the original vehicle design included a tailpipe and resonator. Such exhaust system shall be:

- (1) Equipped with a muffler which is in good working order (free of damage to the baffles contained in the muffler and is in constant operation); and
- (2) Not equipped with any cut out, bypass or similar device.

(b) Tire noise. It is unlawful for any person to operate a motor vehicle in such a manner as to cause or allow to be emitted squealing, screeching or other such sound from the tires in contact with the ground because of rapid acceleration or excessive speed around corners or other such reason; provided that sound resulting from emergency braking to avoid imminent danger shall be exempted from this subsection.

(c) Off-highway motor vehicles. No person shall operate or permit to be operated any motorized vehicle off a public right-of-way in such a manner as to unreasonably disturb or interfere with the sleep, peace, comfort, or repose of neighboring persons of ordinary sensibilities.

(1983 Code, sec. 18-4.4; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

#### ARTICLE 14.04 NOISE\*

##### **Sec. 14.04.005 Permit of variance–Application; issuance procedures**

(a) Applications for a permit for relief from the noise levels designated in this article may be made to the city secretary. Any permit granted by the city secretary hereunder shall contain all conditions upon which said permit has been granted and shall specify a reasonable time that the permit shall be effective. Any permit granted by the city secretary cannot be assigned or transferred. The city secretary may grant relief as applied for if it is found:

- (1) That additional time is necessary for the applicant to alter or modify the activity or operation to comply with this article; or
- (2) That the activity, operation or noise source will be of temporary duration and cannot be done in a manner that would comply with other provisions of this article; and
- (3) That no other reasonable alternative is available to the applicant; and
- (4) That the city may prescribe any conditions or requirements deemed necessary to minimize adverse effects upon the community or the surrounding neighborhood.

(b) No permit of variance may be issued unless written petition of such request has been circulated to all owners, occupants, or representatives of real property lying within 300 feet from the point of origin where noise will be generated. Such petition shall state the nature, location, and length of time requested; and shall be issued not less than

seven days prior to the date of permit variances for one-time events (less than a 24-hour period). Applications for such events as listed in subsection (a) shall be filed with the office of the city secretary no less than five (5) days prior to the date of the event. Late fees may apply if filed after the stated deadlines.

Permit of variances for greater than a 24-hour period, or for repetitive days may not be issued unless written petition of such request has been circulated to all owners, occupants, or representatives of real property lying within 300 feet of the point of origin where noise will be generated; and includes the nature, location, and the length of time requested. The written petition must be circulated fourteen days prior to the date of the event by the applicant. Applications for such events shall be filed with the office of the city secretary no less than ten (10) days prior to the date of the event. Late fees may apply if filed after the stated deadline.

A copy of each such written petition shall be provided to the city secretary prior to the date requested for issuance of said permit of variance. Such petition shall state persons for or opposed to such permit. If no objections are received, the city secretary shall issue the requested permit of variance. If one or more objections are received, the city secretary shall apply the standards of subsection (a) in making a determination as to whether a permit of variance shall be issued.

(c) The city may require a noise study to be performed in order to evaluate the impact of a proposed permit of variance. Such study must be performed to conduct noise evaluations and studies of the impact of noise. In the event such a study is necessary, the applicant shall be notified in writing of such requirement. The applicant shall be responsible for the expense of any study.

(1983 Code, sec. 18-4.5; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2007-O0095, secs. 1, 2, adopted 9/27/2007; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

#### ARTICLE 14.04 NOISE\*

##### **Sec. 14.04.006 Same–Rescheduling following approval and issuance**

The grantee of a permit of variance must notify the office of the city secretary no later than 24 hours prior to the rescheduling of the permitted activity. Weekends will not be included in the 24-hour time period. Said notice must be given to the office of the city secretary during its normal hours of operation. Subsequent to the aforementioned, recirculation of the written petition must be completed, by the grantee, to all owners, occupants, or representatives of real property lying within 300 feet of the point of origin where noise will be generated; and includes the nature, location, and the length of rescheduled time requested within 3 days. The written petition shall be submitted within 3 days after the request for rescheduling has been accepted. The city secretary then shall make a determination of approval/denial for rescheduling as per [section 14.04.005](#). (Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

#### ARTICLE 14.04 NOISE\*

##### **Sec. 14.04.007 Same–Fees**

All associated fees shall be set by the current fiscal budget of the city. If no fee is established by budget ordinance, a minimum fee of fifty dollars (\$50.00) for the administrative costs of processing the permit of variance shall be required. (1983 Code, sec. 18-4.6; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

#### ARTICLE 14.04 NOISE\*

##### **Sec. 14.04.008 Same–Appeal of disapproval**

Any individual who is aggrieved by the disapproval of a variance permit by the city secretary may appeal in writing to the permit and license appeal board and state any information to support his/her claim not later than ten (10) days after

the disapproval or denial. All appeals shall be heard by the permit and license appeal board in accordance with [section 2.03.073](#) of this code. (1983 Code, sec. 18-4.7; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2007-O0095, sec. 3, adopted 9/27/2007; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

ARTICLE 14.04 NOISE*
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**Sec. 14.04.009 Exceptions**

Nothing herein shall be construed as prohibiting, limiting or restricting the activities of any governmental entity holding events on its owned or leased property or any public utility. (1983 Code, sec. 18-4.8; Ordinance 2006-O0103, sec. II, adopted 10/13/2006; Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)

ARTICLE 14.04 NOISE*
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**Sec. 14.04.010 Penalty**

A violation of any of the provisions of this article shall constitute a misdemeanor and, upon conviction thereof, shall be punishable by a fine not to exceed five hundred dollars (\$500.00). Each day a violation is committed or continues shall constitute and be punishable as a separate offense. (Ordinance 2012-O0084, sec. 1, adopted 8/23/2012)