

## **Towson University Event Sound and Outdoor Lighting Standards** **Revised August 27, 2010**

### **Objective:**

In order to maintain a safe environment and positive relationships with all neighborhoods adjacent to Towson University, the following event guidelines have been established. When communicating with neighborhood associations, it is important to discuss these items in general terms in order to maintain University flexibility with the planning and logistics for each event. Specific details should be communicated by those University individuals with specific knowledge of each event.

### **Processes:**

- Event and Conference Services (ECS) will provide regular updates to the Vice President for Student Affairs and the Assistant to the President for External Communications of events that could be a concern to the neighbors. These events will then be communicated at neighborhood association meetings and through other communication vehicles.
- ECS or Environmental Health and Safety (EH&S) will staff each outdoor event with amplified music to measure sound levels to assure compliance with the below standards. If EH&S is not measuring sound levels, it will be the responsibility of ECS. See the Noise Standard below.
- Events of this type are NOT permitted adjacent to an academic building when classes are in session without the AVP of Campus Life's approval.
- The event plan for setup, scheduled hours and dBA measurement locations must be reviewed with the Director of ECS during the event planning process.
- Approvals to extend an event as detailed in the standards outlined below will be requested from:
  - Internal Events – Vice President of Student Affairs or designee
  - External Events – Vice President of Administration & Finance and Chief Fiscal Officer or designee

### **Definitions:**

- Weekdays - Sunday Evening through Friday afternoon
- Weekends - Friday Evening through Sunday afternoon
- dB – Is short for “decibel” and is used to measure sound level and is also widely used in electronics, signals and communication.
- dBA – Is a decibel sound level filter using the A scale.
- Sound Level Meter - Is a basic measuring instrument for noise exposures. At a minimum, it measures sound level in decibels.

### **Equipment Required:**

- Type II sound level meter operated in the “A” weight scale-fast response with an exchange rate set at 3 dBA – to be used at the property line.
- Lower grade sound meter will be used in “A” scale to obtain a reading that may be used to set the volume based on the property line readings using the above Type II meter during sound checks. Readings will continue to be monitored throughout the event.

### **Training:**

- Anyone using the sound level meters must be thoroughly trained on each meter to ensure compliance with the Noise Standards defined below.

- All technical personnel responsible for lighting in the Towson Center Arena during events where the lights will be adjusted down must be trained to understand and comply with the Towson Center Arena Lighting Standard.

### **Noise Standards:**

#### **Outdoor Events:**

All events that include outdoor concerts or Disc Jockeys must be monitored at the University's property line with a sound level meter operated by University staff (ECS or EH&S). Readings will be taken before the start of the concert during the sound check and every half hour during the event. Information taken from these readings will be relayed back to the concert sound control point for volume adjustment as appropriate. Sound levels will be set to ensure we do not exceed 55 dBA (including peaks in volume) at the property line. Exceptions to the volume standard must be approved by the Vice President of Student Affairs or designee. If an exception is made, the volume is not to exceed 65 dBA (including peaks in volume) at the property line. The increased dBA exception may affect the event's end time. Measurements are conducted using an "A Weighted Scale (dBA)".

**Events of this type are NOT permitted adjacent to an academic building when classes are in session without the AVP of Campus Life's approval. The event plan for setup, scheduled hours and dBA measurement locations must be reviewed with the Director of ECS during the event planning process.**

Weekdays – Concerts and other loud events must cease making noise by 10pm and may not exceed 55 dBA (including peaks in volume) at the property line and will be checked at least every half hour throughout the event. Tigerfest and other outdoor events which are approved by the AVP of Campus Life are not to exceed 65 dBA (including peaks in volume) at the property line. These events must end prior to 9:30pm.

Weekends - Concerts and other loud events must cease making noise by 11pm and may not exceed 55 dBA (including peaks in volume) at the property line and will be checked at least every half hour throughout the event. Tigerfest and other outdoor events which are approved by the AVP of Campus Life are not to exceed 65 dBA (including peaks in volume) at the property line. These events must end prior to 9:30pm.

#### **Towson Center**

Generally, events held in the Towson Center Arena will end as defined below. Exceptions may include events that will not cause a noise concern for neighbors and University events that may exceed these guidelines (Mid-Night Madness etc). The sound measurement inside the arena must not exceed 105 dBA peaks in the Towson Center Arena. This should provide for a maximum of 55 dBA peak at the property line and will be checked during sound checks and every half hour throughout the event. Adjustments will be made as required to ensure the University is in compliance with this standard. The Event Managers assigned to the event will ensure that all doors including the rollup door (setup as emergency exits) are closed during all sound checks and throughout the event. **The event plan for setup, hours and dBA measurement locations must be reviewed with the Director of ECS during the event planning process.**

Weekdays – Concerts and other loud events must cease making noise by 10pm and may not exceed 55 dBA (including peaks in volume) at the property line and will be checked at least every half hour throughout the event.

Weekends\_- Concerts and other loud events must cease making noise by 11pm and may not exceed 55 dBA (including peaks in volume) at the property line and will be checked at least every half hour throughout the event.

### **Other Outdoor Events Excluding Concert & Disc Jockey Events**

Sound measurements are not required for these events assuming that sound projected does not exceed the normal sound level settings which is loud enough for the guests and participants to hear announcements.

Weekdays – Events that make noise that could potentially disturb the University’s neighbors must cease making noise by 10pm.

Weekends\_ – Events that make noise that could potentially disturb the University’s neighbors must cease making noise by 11pm.

### **Towson Center Arena Lighting Standard:**

- Visitor entering and exiting the Arena – LEVEL 10
- Events on the Arena main floor where the balconies are not used - MINIMUM of LEVEL 4 unless approved by the Director of EH&S or his designated representative (.2 Ft Candle (2 Lux) is required during period of the performance).
- Events in the Arena where the balconies are used – LEVEL 10 unless alternate lighting is added to the balconies to provide acceptable lighting levels. LEVEL 4 is acceptable when LED lights are in place on all steps of the bleachers and on the railings located in the balconies.

### **Outdoor Lighting Standards:**

#### **Burdick**

The Burdick Field Lights are to be turned off by 11pm unless approved in advance for a compelling reason and where there is sufficient time to notify the neighbors. Events must end by 10pm to ensure safe egress from Burdick Field. Based on the level of break down required and anticipated egress time for guests, an event end time may be extended with prior approval. Campus Recreation Services conducts events which at times may not end until 11pm.

#### **Unitas Stadium**

The field lights for Minnegan Field (Unitas Stadium) will be reduced to working lights by 11pm. There will be times where this may not be possible or field light may be required for an early morning setup.