

Retts Roost Road Race
Throwback Brewery
7 Hobbs Road

Sunday, September 23, 2018 10 AM to 2 PM

This will be the third year for this event. A route description is attached to the application.

The Retts Roost Road Race is approved based on the following conditions:

Minimum of four (4) detail officers with cruisers to be assigned to the event. One officer will be assigned from 8:00 AM to noon. The remaining three officers will be assigned from 9:30 am to 2:30 pm. Detail officers must be from North Hampton Police Department or one of the recognized Mutual aid Departments. The event organizer must contact the North Hampton Police Department at least two weeks in advance of the event to arrange detail officers._____

Minimum of one (1) Certified Emergency Technician on site. Any Detail EMT must be either a North Hampton Fire Rescue EMT or a privately hired EMT if no North Hampton Personnel are available. The event organizer must contact the North Hampton Fire Department at least two weeks in advance of the event to arrange for EMT coverage.

Any tents used for the event shall receive a place of assembly inspection. It is the responsibility of the event organizer to call the Fire Department, and the North Hampton Building Department, after the tents are erected to schedule the inspection.

Certificate of Insurance naming The Town of North Hampton as an insured must be on file prior to final approval.

Police motorcycles, or any other emergency vehicle from any other jurisdiction shall not perform escort services or display emergency equipment (lights, siren, etc.) without advanced approval from the Town of North Hampton.

Volunteers shall not conduct traffic control at any intersection or upon any public way within the Town of North Hampton unless permission for such function is approved in advance by the Town of North Hampton.

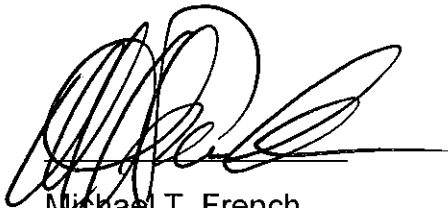
Parking must be on-site or at alternative sites as arranged by the organization. Under no circumstances will parking be allowed along Hobbs Road, Route 1, Lafayette Road, Elm Road, Birch Road, New Road or Shepards Lane. The shuttle bus may stop on Hobbs Road for the purpose of discharging or accepting passengers.

The applicant must make notification and seek permission for the event through the NH Department of Transportation for activities on the state roads.

The application indicates that beer will be served within the previously approved areas of Throwback Brewery. In the event of inclement weather the applicant has indicated beer service will move to the registration tent. The Registration Tent should be in close proximity to the beer garden. If Registration Tent is used for beer service, the applicant must comply with all requirements of the New Hampshire Liquor Commission. North Hampton Police will require two detail officers in the Registration Tent if that area is used for beer consumption.

The documents submitted by the Planning and Zoning Department, and the Building Department as part of the review process are incorporated and made part of the approval.

Local businesses or organizations that may be affected by the race activities shall be notified at least two weeks prior to the event.

A handwritten signature in black ink, appearing to read 'Michael T. French', with a long horizontal line extending to the right.

Michael T. French

Interim Police Administrator



Planning and Zoning Department
Town of North Hampton, NH
233 Atlantic Avenue
North Hampton, NH 03862

June 25, 2018

Dear Department Heads,

As part of the review process for the Rett's Roost Large Gathering Permit application associated with the road race event to occur at the Throwback Brewery property on 2 Elm Road, I am providing the following comments in order to give Town Department Heads information to help them evaluate the permitting of the proposed activities for the September 23, 2018 event. The comments below should not be considered a rejection of the application by the Planning and Zoning Department. The comments are similar to last year's comments and merely provide background information.

Please be aware of the following:

1. The proposed 30 space parking area for volunteers is located near the restaurant's septic system leach field. The Planning Department recommends that the septic system components, especially the leach field, are marked in order to prevent parking on top of the septic system components.
2. The site plan approved by the Planning Board allows only 79 on-site parking spaces. 100 on-site parking spaces are proposed in the Large Gathering Permit application. However, the approved site plan addresses normal business operations for the restaurant business. The Planning Board has determined in the past that approval of special conditions associated with a large gathering (such as increased parking) lies with the Select Board's designee, the Police Chief.
3. The site plan approved by the Planning Board only allows outdoor activities, such as eating and drinking, in the designated beer garden area which lies in the Commercial Zoning District. The location indicated for the proposed registration tent lies at least partly within the Residential Zoning District. If eating and drinking is proposed for the registration tent during inclement weather, the Planning Department recommends that the registration tent be moved as close to the beer garden area as possible in order for the tent to lie within the Commercial Zoning District and avoid a possible zoning use violation.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Rick Milner".

Rick Milner
Planning and Zoning Administrator



North Hampton Building Department
233 Atlantic Avenue
North Hampton, NH 03862

Glen Bosworth
Building Inspector

Large Gathering Permit Tent / Temporary Structure Inspections

Good Day,

Please be aware that if a tent or other type of temporary structure will be used for the large gathering event, a Temporary Structure Permit application must be submitted to and approved by the Building Department prior to the event. The submission should include all relevant information and fees indicated on the application form.

It is the responsibility of the applicant to contact the Building Department to schedule an inspection of the tent or other type of temporary structure during the installation process prior to the event.

Sincerely,

A handwritten signature in blue ink, appearing to read "Glen Bosworth", is written over a horizontal line.

Glen Bosworth
Building Inspector
603-964-8650
gbosworth@northhampton-nh.gov



LARGE GATHERING ORDINANCE

Amended March 11, 2014

Section 1: PURPOSE

- 1.1 The Town of North Hampton is supportive of charitable events and other large gatherings but finds it is necessary for the protection of the health, safety and welfare of the general public and the quality of life within the town and to prevent the degradation of the environment to enact this ordinance, as authorized by RSA 155:37 and RSA 31:39, regulating large gatherings.
- 1.2 Large gatherings have resulted in nuisances to private citizens and the public at large. Such gatherings have included loud, unpleasant noise, congestion on municipal roads, unsafe driving, litter and rubbish, improper sanitation and unsafe parking on public roadways and private property.

Section 2: DEFINITION & REGULATION

- 2.1 It shall be unlawful for any person or entity to allow, permit, encourage, promote, organize, conduct or advertise any fundraising event, festival, exhibition, amusement show, fair, theatrical performance, road event (including, but not limited to foot race, bicycle ride or race, motorcycle ride or race) music concert, parade or other entertainment event for **200** or more people without first obtaining a permit to do so from the Town of North Hampton Police Chief. Application for the permit must be submitted at least thirty **(30)** days before the planned event.
- 2.2 Exempted from this ordinance are events held, sponsored or promoted by the Town on public property, youth sports and recreation games, and school events. However, coordinators of these events are required to notify the Police Chief of the event. The Police Chief is authorized under RSA 105:9 to assign police details to public meetings or functions, even if they do not require a permit from the Town under this ordinance.
- 2.3 Anyone holding a private party on private, residential property for **200** or more people not covered by Section 2.1 above is required to notify the Police Chief at least **30** days before the event, and the Chief will determine whether a formal application for a Large Assembly permit is required.

- 2.4 The Police Chief shall have the authority to grant or deny each permit application, or to require certain conditions deemed necessary for the protection of the public health, safety and welfare. The Chief shall have the authority to limit the number of simultaneous large gatherings and shall issue a timely, written response for a permit denied or one issued with conditions. All permits approved shall be published on the Town's website within forty-eight (48) hours.
- 2.5 Any person or entity whose application has been denied or approved with conditions may appeal the decision to the Town Select Board. Any citizen who opposes a permit may likewise appeal the decision to the Town Select Board.
- 2.6 The Police Chief shall not have the authority to waive the time limit required under this ordinance. Any application not submitted at least thirty (30) days before the event must be submitted to the Town Select Board, which shall have the sole authority to grant or deny a late application.

Section 3: PENALTY

- 3.1 Any person who shall let or use any building or grounds for the purposes specified in this ordinance after the required permit has been denied or rescinded, or any person violating any provisions of this ordinance shall be fined not more than one thousand dollars (\$1,000.00). The Chief of Police or the Chief's designee is granted authority to enforce this ordinance, including initiating prosecution.

End of Ordinance Requirements

Large Gathering Permit Application is attached

PERMIT APPLICATION

Name of Applicant: Deana Cavan		Organization (if applicable): Retts Roost	
Mailing Address 22 Autumn River Lane, Ogunquit ME 03907			
Contact Person: Deana Cavan		Contact Person who will be present at Event ¹ : Deana Cavan	
Contact Person Phone Number: 508-813-9222		Contact Person will be present at Event Phone Number: 508-813-9222	
Contact Person Cell Number: 508-813-9222		Contact Person will be present at Event Cell Number: 508-813-9222	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided: Please see attached plans			
Location of Event: Throwback Brewery, 7 Hobbs Rd, North Hampton NH			
Date(s) of Event: 9/23/18		Hours: From: 10am End: 2 pm	
Estimated Attendance: 500		Minimum No.: 300	Maximum No.: 1000
Types of Alcohol to be served: Beer in Beer garden & Registration tent (if raining)			

¹ Applicant must be reachable during the entire event at a moment's notice.

The following facilities will be available for the event:

Sanitation: Portapotties	No. of Units: 8	Male: Unisex	Female: Unisex
Water supply from: Throwback Brewery, water bottles at finish line, 5 gallon jug with cups on course + in tent			
Food will be served from and/or by: Throwback Brewery			
Beverages will be served from and/or by: Beer: Throwback Brewery, water/gatorade: self-serve			
Illumination after dark will be provided by NA			
Medical and First Aid Provided by: North Hampton Fire Department			
Traffic Control Provided by: North Hampton Police Department		No. of officers: TBD by Chief of Police	
Parking for <u>400</u> is planned. <input checked="" type="checkbox"/> Attach plan of exact parking location and exact route to be kept open for emergency vehicles <input type="checkbox"/> Not applicable. Explain:			

Name of Promoter or Applicant: <u>Deana Cavan</u>	
Mailing Address: <u>22 Autumn River Lane</u> <u>Ogunkit, ME 03907</u>	Phone: <u>508-813-9222</u>
Email: <u>reHsroost@gmail.com</u>	Cellular Phone: <u>508-813-9222</u>
<p>I, <u>Deana Cavan</u>, do here by accept all responsibility for the above-described event. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. I do hereby consent to the entry, at any time, in the course of his/her duties, any official of the Town in the performance of their official duties, including but not limited to inspection. I also agree to provide surety that the Town deems necessary. Under the penalty of perjury, I do here by certify that the above is true.</p> <p>Signature: <u>Deana Cavan</u> Date: <u>5/31/18</u></p>	
Name of Property Owner (The following MUST BE completed by the owner of the property involved):	
Mailing Address: <u>7 Hobbs Rd</u>	Phone Number: <u>603 379 2317</u>
Email: <u>annette@throwbackbrwy.com</u>	Cell Phone Number: <u>603 498 0123</u>
<p>I, <u>Annette Lee</u>, have thoroughly discussed the above event with the Promoter and am in agreement with him/her in all areas. I do hereby give my consent to use my property for this even. I do hereby consent to the entry, at any time, in the course of his/her duties, any town officer in the performance of his/her duties, including but not limited to inspection. I agree to adhere to all laws and regulations of the Town of North Hampton and the State of New Hampshire. Under the penalty of perjury I do hereby certify that the above application is true.</p> <p>Signature: <u>Annette Lee</u> Date: <u>6/8/18</u></p>	

DO NOT WRITE BELOW THIS SPACE. FOR TOWN USE ONLY

Departmental Approvals: Please attach any comments or special requirements to this application

Fire Chief Signature of Approval:

[Signature]

Date:

6/22/18

Building Inspector/Code Enforcement/Health Officer Signature of Approval:

[Signature]

Date:

6/25/18

Administrator of Planning & Zoning Signature of Approval:

Richard Miller

Date:

6/25/18

Director of Public Works Signature of Approval:

[Signature]

Date:

6/25/18

Police Chief Signature of Approval:

[Signature]

Date:

6/11/18

Department comments or additional conditions:

Detail OFFICERS WITH CRUISERS will be required.
See Attached F.D. Paperwork

Applicant: I do hereby agree to the additional requirements:

Applicant's Signature:

Date:

PERMIT

☐ **Denied** Reason:

Michael E. Maddocks

Chief of Police

Date:

☒ **Approved**

Michael E. Maddocks

Chief of Police

[Signature]

Date:

Michael T. French, Interim Administrator 7/5/18

Select Board Signatures: (If Required under Ordinance amended 3/11/2014)

Date:

Large Gathering

Organization: Rett's Roost

Event: Rett's Roost Superhero 5K

Type: Road Race

September 23, 2018 (Sunday)



Rett's Roost Superhero 5K Race Plan

Date: Sunday 9/23/18, 10am-2pm

Location: Starts & Ends at

Throwback Brewery

7 Hobbs Rd, North Hampton NH 03862

Contact Info:

Race Director – Deana Cavan

Phone – 508-813-9222 (cell)

22 Autumn River Ln, Ogunquit ME 03907

rettsroost@gmail.com

Race Timeline:

7am	Race/Volunteer crew set up
8am	Bus shuttles begin/Package pickup begins
9:30am	Police and EMT arrive
10am	Runners Start
10:20am	First runner finishes (approx.)
12pm	All runners should be finished
2pm	Post-race gathering wrapping up
3pm	Clean up complete

Description of Event:

This is the third annual Superhero 5K & Kids Fun Run in support of Rett's Roost, a sanctuary for families that have experienced childhood cancer. Last year, approximately 200 people ran the 5K and we hope to increase that to 300-400 this year. Potentially 500 people could be attending the event including spectators and volunteers.

There are 30 spots in a parking lot for volunteers at Throwback, plus an additional 70 for some racers that purchase VIP parking. The auxiliary parking is at Timberland in Stratham, 3.2 miles down Rte 111. Two buses will be shuttling racers back and forth from the event.

This is a 5K counter-clockwise loop around the back roads of North Hampton. The race starts at Throwback Brewery in North Hampton. The racers run off the property toward Elm Rd. along a driveway and take a left onto Elm Rd. They continue by turning left onto Birch Rd, left onto North Rd, left on Post Rd, then left onto Hobbs Rd, and left into Throwback's driveway.

We'll be celebrating until 2pm with breakfast and beers courtesy of Throwback Brewery. There will be games, music, magic, face painting, a photobooth, and a kid's fun run to participate in. Superhero costumes are highly encouraged in support of the pediatric cancer families, several who may attend.

Water Stations:

In addition to the start and finish line there is one water station at the halfway point which offers water and communication. Volunteers at the water station carry a first aid kit and are instructed to contact the course director if there are any issues or emergencies. They are instructed to call 911 for anything they deem to be serious or could become serious.

Traffic and Intersections:

The race crosses several roads, which are open to traffic. Police officers are stationed at intersections that require runners to cross or interact with traffic. Race volunteers are also stationed at these and other intersections that require runner direction and assistance. All volunteers will be instructed to keep runners on the LEFT road shoulder and direct them to stay out of the middle of the road. There are no road closures, however both the church downtown and Sagamore Golf Course will be informed of the race months in advance so they can let their constituents know there may be traffic delays during 10-11am on 10/22/17.

Prior to the Event:

1. The race director will obtain all necessary permits and permission needed to conduct the race.
2. The race director will coordinate with police officers to ensure all details are in place, and officers are ready to stop and direct traffic where needed.
3. The course director will drive the course to ensure the road is in good condition to conduct the event.
4. The course director will ensure all race signs are in place to adequately direct runners on the course and will conduct cell phone checks with all water/aid stations to ensure they are in place.

Police Intersections:

TBD Determined by North Hampton Police Dept.

Medical Tent/EMT Support:

There will be a medical tent area onsite with first aid supplies for any minor scrapes, burns, or injuries. A North Hampton EMT officer will be on site for any more serious issues and will transport athletes to the hospital if necessary.

If a runner is transported to the hospital, the race director will call the emergency contact on file to notify them that the runner has gone to the hospital.

Roving Race and Sweeper Vehicle:

A car will follow the last runner to make sure that the course volunteers, the course director, and the race director know where the last runner is, and what sections of the race can be cleared.

The course director will continuously circle (by car) and monitor the course, runners, and the water station throughout the race. The water station will not close until the last runner has passed.

Lost Runner(s):

The following actions will be taken in the event a runner fails to finish the race and is reported lost:

1. The race director will check the timing data to ensure that the runner started the race and did not finish the race. The race director will carry with him a list of all participants to include emergency contact information.
2. The race director will contact the water station, sweeper team, race EMT support, and course volunteers to ensure that the runner has not turned himself in for assistance.
3. If the runner is still not located, volunteers will be directed to sweep the course from finish to start to locate the runner on the course.
4. The race director will call the runner's cell phone on file in case s/he or a friend answers that knows where s/he is.

Post Race:

The race director shall communicate to all authorities that the race was successfully completed, that the course was left in the same condition as it was prior to the race, and provide a brief summary of any incidents. If significant incidents or medical emergencies did occur, the race director shall also report that to the North Hampton Chief of Police.

Race Cancellation Mid-race:

In the event we have to cancel the race in the middle of the race due to inclement weather, or other unsafe conditions, a race vehicle will travel from the start to the finish and finish to start to announce that the race has been cancelled and that runners should either seek safety or return to the start/finish as soon as possible.

Course Directions and Map:

1. From the Throwback Brewery parking lot run out house driveway and turn left onto Elm Rd (staying on the left side of the road).
2. Runners then merge left onto Birch Rd.
3. Turn left onto North Rd.
4. Turn left onto Hobbs Rd.
5. Turn left into Throwback Brewery to finish at the same location as the start.

STATE OF NEW HAMPSHIRE
Application for Parade Permit or Other
Activity Conducted on State Highway System

Today's Date 5/31/2018

To: Department of Transportation
Transportation Management Center
PO Box 483, 110 Smokey Bear Blvd
Concord, New Hampshire 03302-0483
Phone (603) 271-6862
Fax (603) 271-8626

Under provisions of RSA 286:2 and RSA 236:1, application is made for a parade / activity on the state highway system.

Indicative data is shown below:

Type of activity?

If so, what type (foot, bike, etc.)?

Will event effect highway safety?

Will highway traffic be delayed?

If so, how long?

Will highway traffic be detoured?

Name of sponsoring organization:

Mail permit to:

Phone no. where I may be reached:

Purpose of activity:

Name of Municipality:

Date of activity:

Starting and ending times:

State route(s) to be traveled: see attchd

Traffic control provided by:

Approved by Town Officials


Selectmen / Town Manager / Police Chief

(circle one)

Interim Police Administrator

Please attach a simple map or sketch plotting the **start, finish, route(s) of travel, detour(s),**
and **parking area(s)** if provided.

Recommended:

District Engineer

Superhero 5K & Kids Fun Run

→ Foot Race

No

N/A

N/A

NO

Retts Roost

Deana Cavan

22 Autumn River Lane

Ogunquit, ME 03907

508-813-9222

Fundraiser-NonProfit

North Hampton, NH

Throwback Brewery, 7 Hobbs Rd

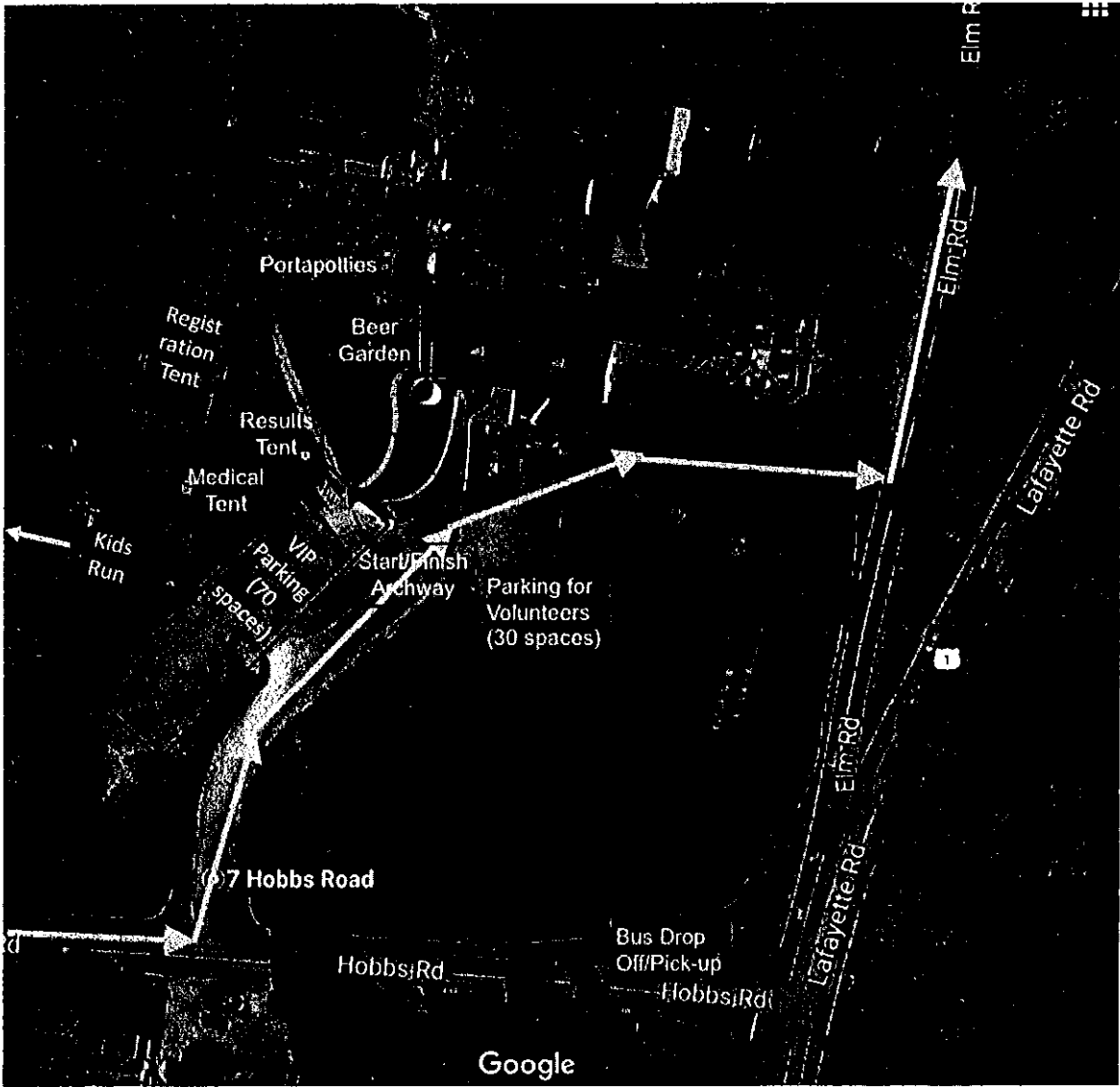
9/23/2018

Start: 10a End: 2p

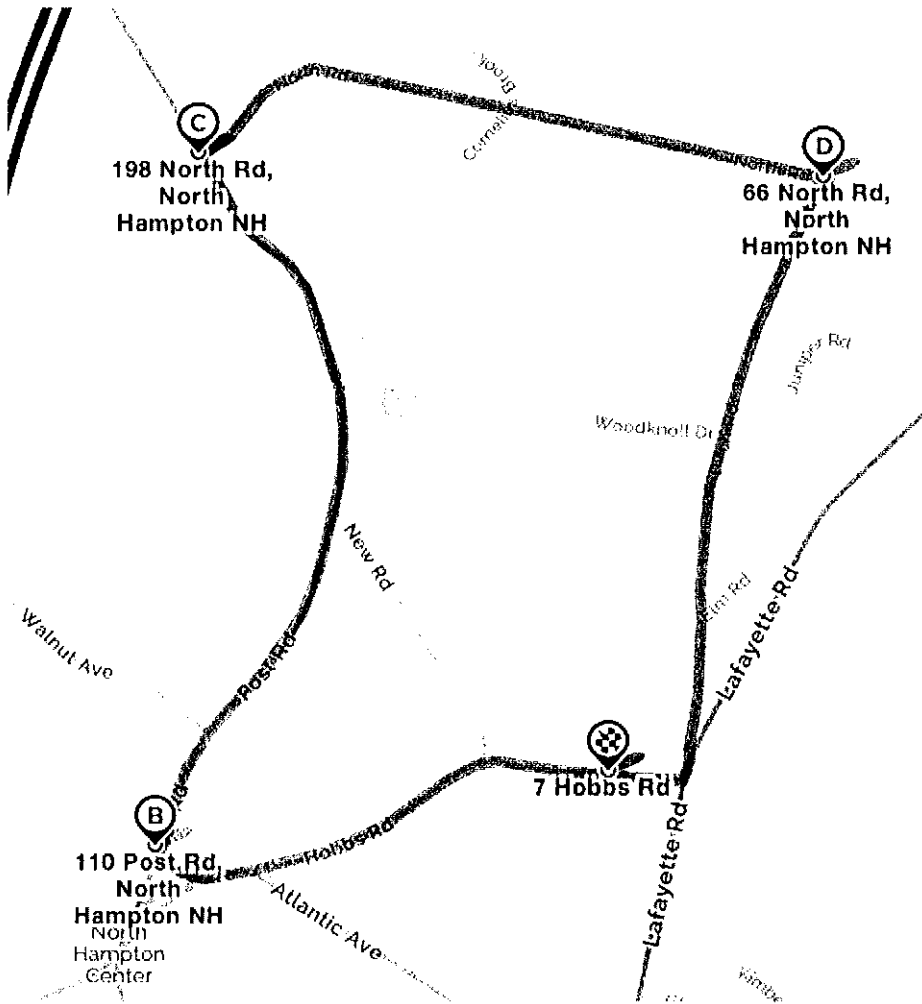
N. Hampton Police Depart.

Signed by Deana Cavan
(Applicant)

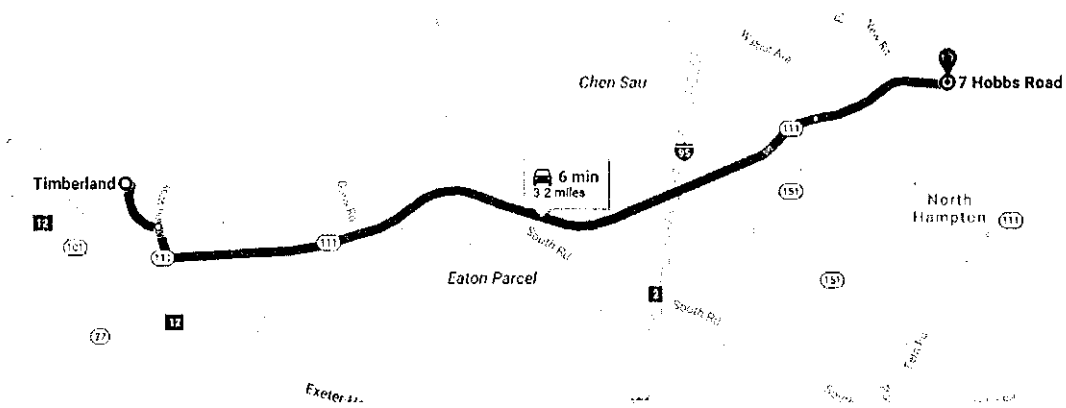
Site Plan



Race Course (Start 7 Hobbs Rd, run counter-clockwise)



Bus Route to Auxiliary Parking



Pedestrians' Rights and Duties

265:34 Pedestrians Subject to Traffic Signs and Regulations. A pedestrian shall obey the instructions of any traffic sign or regulation specifically applicable to him, unless otherwise directed by a police officer. Pedestrians shall be subject to traffic and pedestrian control signals as provided in RSA 265:9 unless required by local ordinance to comply strictly with such signals. At all other places, pedestrians shall be accorded the privileges and shall be subject to the restriction stated in this chapter.

265:35 Pedestrian's Right of Way in Crosswalks.

I. When traffic control signals are not in place or not in operation the driver of a vehicle shall yield the right of way, slowing down or stopping if need be to so yield, to a pedestrian crossing the roadway within a crosswalk when the pedestrian is upon the half of the roadway upon which the vehicle is traveling, or when the pedestrian is approaching so closely from the opposite half of the roadway as to be in danger.

II. No pedestrian shall suddenly leave a curb or other place of safety and walk or run into the path of a vehicle which is so close as to constitute an immediate hazard.

III. Paragraph I shall not apply under the conditions stated in RSA 265:36.

IV. Whenever any vehicle is stopped at a marked crosswalk or at any unmarked crosswalk at an intersection to permit a pedestrian to cross the roadway, the driver of any other vehicle approaching from the rear shall not overtake and pass such stopped vehicle.

265:36 Crossing at Other Than Crosswalks.

I. Every pedestrian crossing a roadway at any point other than within a marked crosswalk or within an unmarked crosswalk at an intersection shall yield the right of way to all vehicles upon the roadway.

II. Any pedestrian crossing a roadway at a point where a pedestrian tunnel or overhead pedestrian crossing has been provided shall yield the right of way to all vehicles upon the roadway.

III. Between adjacent intersections at which traffic control signals are in operation pedestrians shall not cross at any place except in a marked crosswalk.

IV. No pedestrian shall cross a roadway intersection diagonally unless authorized by traffic control devices; and, when authorized to cross diagonally, pedestrians shall cross only in accordance with the official traffic control devices pertaining to such crossing movements.

265:37 Drivers to Exercise Due Care. Notwithstanding the foregoing provisions of this chapter or the provisions of any local ordinance, every driver of a vehicle shall exercise due care to avoid colliding with any pedestrian or any person propelling a human-powered vehicle and shall give an audible signal when necessary and shall exercise proper precaution upon observing any child or any obviously confused, incapacitated or intoxicated person.

265:38 Pedestrians to Use Right Half of Crosswalks. Pedestrians shall move, whenever practicable upon the right half of crosswalks.

265:39 Pedestrians on Roadway.

I. Where sidewalks are provided it shall be unlawful for any pedestrian to walk along and upon an adjacent roadway.

II. Where a sidewalk is not available, any pedestrian walking along and upon a way shall walk only on a shoulder, as far as practicable from the edge of the roadway. Where neither a sidewalk nor a shoulder is available, any pedestrian walking along and upon a way shall walk as near as practicable to an outside edge of the roadway, and if on a two-way roadway, shall walk only on the left side of the roadway.

III. Except as otherwise provided in this chapter, any pedestrian upon a roadway shall yield the right of way to all vehicles upon the roadway.

265:40 Pedestrians Soliciting Rides or Business.

I. No person shall stand on the traveled portion of a roadway for the purpose of soliciting a ride, employment, business or contributions from the occupant of any vehicle.

II. No person shall stand on or in proximity to the traveled portion of a street or way for the purpose of soliciting the watching or guarding of any vehicle while parked or about to be parked on a street or way.

III. It shall be lawful for any person to hitchhike or solicit a ride from the occupant of any vehicle upon any road or way, or limited access road and highway provided that the individual is not, when so doing, standing on the paved portion of the road or way.

IV. No person shall signal a moving vehicle or stop a vehicle on any public way in order to solicit or sell a ticket of admission to an entertainment or sports event.



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

September 6, 2017

Rett's Roost
5 Roe Fields Dr.
South Berwick, ME 03908

To Whom It May Concern:

With reference to your recent request, please consider this a permit (17-244) for the Road Race using a portion of the state highway system in the municipality of North Hampton.

The Road Race scheduled for Sunday, October 22, 2017 at 10:00am will use state and town roads as shown on the attached map.

PLEASE NOTE THAT BANNERS OVER STATE HIGHWAYS ARE PROHIBITED.

This permit is subject to the following provisions:

1. Adequate number of uniformed police officers and traffic control devices be employed to control traffic and parking prior to, during, and following the event.
2. Provisions be made for passage of emergency vehicles should the need arise.
3. Organizers shall notify and coordinate this activity with local officials, emergency providers, and those responsible for homeland security to assure that the event does not adversely affect the safety, security, or emergency services for the events participants, spectators, other members of the community, or the traveling public.
4. "Road Race In Progress" signs must be posted in advance of event, maintained during the event, and removed promptly following the completion of the event.
5. Traffic on state highways shall not be delayed more than 10 (ten) minutes.
6. No markings may be applied to DOT materials within the right of way, and all materials placed within the right of way must be removed promptly.
7. Any needed porta-potties need to be staged outside of the state highway right-of-way.
8. Use of Portable Changeable Message Signs, when approved, are the responsibility of the event organizer.

Best wishes are extended for favorable weather and an enjoyable event!

Sincerely,

Susan M. Klasen, PE
Administrator
For Director of Operations

SMK:jnm
Attach.

cc: NH State Police, Operations Bureau
North Hampton Police Chief
Brian Schutt, District Engineer



Course Directions and Map:

1. From the Throwback Brewery parking lot run out house driveway and turn left onto Elm Rd (staying on the left side of the road).
2. Runners then merge left onto Birch Rd.
3. Turn left onto North Rd.
4. Turn left onto Hobbs Rd.
5. Turn left into Throwback Brewery to finish at the same location as the start.

Traffic and Intersections:

The race crosses several roads, which are open to traffic. Police officers are stationed at intersections that require runners to cross or interact with traffic. Race volunteers are also stationed at these and other intersections that require runner direction and assistance. All volunteers will be instructed to keep runners on the LEFT road shoulder and direct them to stay out of the middle of the road. There are no road closures, however both the church downtown and Sagamore Golf Course will be informed of the race months in advance so they can let their constituents know there may be traffic delays during 10-11am on 10/22/17.



North Hampton
FIRE & RESCUE

235 ATLANTIC AVENUE
NORTH HAMPTON, N.H. 03862

Michael J. Tully
CHIEF OF DEPARTMENT

TEL: (603) 964-5500
FAX: (603) 964-7249
EMERGENCY: 911

To: Michael French – Chief of Police
John Hubbard - Director of Public Works
Glen Bosworth - Code Enforcement and Building Inspector
Rick Milner – Planning and Zoning Administrator

From: Michael Tully – Chief of Fire Rescue

Date: June 22, 2018

Re: Large Assembly Application
Rett's Roost Road Race – September 23, 2018 (Sunday)

- Any tents used for the event shall receive a place of assembly inspection. It is the responsibility of the organizer to call the Fire Department after tents are erected to schedule the inspection.
- There is a condition of a minimum requirement of one (1) certified EMT on site. Any Detail EMT must be either a North Hampton Fire Rescue EMT or a privately hired EMT if no North Hampton Personnel are available. It is the responsibility of the organizer to call the Fire Department in advance to schedule the detail.

Michael J. Tully
Chief of Department



NORTH HAMPTON FIRE & RESCUE

235 Atlantic Avenue
North Hampton, New Hampshire 03862
Business Phone: 603.964.5500 Fax: 603.964.7249
www.northhampton-nh.gov



Detail Request Form

Date/Time of Detail: _____ Start _____ AM/PM End _____ AM/PM

Number of Firefighters/EMTs requested _____ Number of Paramedics requested _____

Fire Engine YES/NO

Type of Event Detail: _____

Requested by: _____ Phone number: _____

Name of Organization: _____

Where to meet: _____

Billing Information:

Name: _____

Address: _____

City, State, Zip: _____

Telephone: _____

Date submitted: _____ Time: _____ Received by: _____

___ Approved ___ Not Approved Fire Chief or Designee _____

*This form must be approved by the Fire Chief or his designee prior to being filled.

*All private details will be compensated on the basis of a four (4) hour minimum. Private details may be cancelled with four (4) hours notice to the department.

Requesting party signature: _____ Date: _____

Detail assigned to: _____



NORTH HAMPTON FIRE & RESCUE

TENT INSPECTIONS



- ❑ Every tent or temporary membrane structure shall have an official *Certificate of Flame Resistance* for the structure. A copy of this certificate shall be provided to the North Hampton Fire & Rescue at the time of inspection.
- ❑ “No Smoking” signs shall be conspicuously posted inside and at the entrances to the tent.
- ❑ The minimum number of means of egress (or exits) from a tent shall be as follows:
 - ➔ 10-199 People – 2 exits, minimum of 72 inches wide
 - ➔ 200-499 People – 3 exits, minimum of 72 inches wide
- ❑ All exit openings shall remain open and uncovered.
- ❑ Aisles from seating areas to exits shall not be less than 44 inches wide.
- ❑ Exit signs shall be posted over each exit. For tents with sides or those that will be utilized at night or other times when there is no sunlight, the exit signs shall be illuminated.
 - ➔ Exit signs shall be powered by normal electricity and shall have a secondary source of power such as a battery or other approved method.
- ❑ Tents with sides or those that will be utilized at night or other times when there is no sunlight shall have lighting provided. Emergency lighting units with a battery power source shall be provided in the event of a power failure.
- ❑ Tent stake line shall be a minimum of 10 feet apart.
- ❑ Portable fire extinguishers shall be provided for all tents.
- ❑ Floor layouts shall be provided to North Hampton Fire & Rescue depicting the location of tables, chairs, displays, or other furnishings located within the tent.
- ❑ Cooking and heating equipment shall not be located within 10 feet of tent exits.
- ❑ Any tent that has an occupant load of more than 50 people shall have a State of New Hampshire *Place of Assembly* permit issued, provided after a final inspection by the North Hampton Fire & Rescue fire inspector.



North Hampton Building Department
233 Atlantic Avenue
North Hampton, NH 03862

Glen Bosworth
Building Inspector

Large Gathering Permit Tent / Temporary Structure Inspections

Good Day,

Please be aware that if a tent or other type of temporary structure will be used for the large gathering event, a Temporary Structure Permit application must be submitted to and approved by the Building Department prior to the event. The submission should include all relevant information and fees indicated on the application form.

It is the responsibility of the applicant to contact the Building Department to schedule an inspection of the tent or other type of temporary structure during the installation process prior to the event.

Sincerely,

Glen Bosworth
Building Inspector
603-964-8650
gbosworth@northhampton-nh.gov



TOWN OF NORTH HAMPTON

**Temporary Structure Application
Zoning Ordinance Article V, Section 505**

Name: _____

Address: _____

Email/Phone Number: _____

Location of Proposed Temporary Structure: _____

Period of Time for Temporary Structure: _____

Proposed Use of Temporary Structure: _____

Applicant Signature _____ **Date** _____

Property Owner Signature _____ **Date** _____

Please attach the following information with this application:

- Temporary structure details including:
 - a. type of temporary structure
 - b. size of temporary structure with length, width , and height measurements
 - c. manner of attachment to fixed location
 - d. if applicable, construction plans
- Site sketch showing lot dimensions and proximity of temporary structure to boundary lines using precise measurements
- Letter of authorization from property owner if property owner signature not on application (including permission to use bathroom facilities, if applicable)
- If applicable, copy of approved State of NH inspections and licenses and/or Town of North Hampton Hawkers & Peddler's license
- Copy of insurance policy

Application Fee: \$50.00

Date Received _____ Check # or Cash _____ Initials _____

All temporary structures must receive Fire Department and Building Department approvals prior to occupancy or commencement of activities.

Fire Department Signature _____ **Date** _____

Building Inspector Signature _____ **Date** _____



Planning and Zoning Department
Town of North Hampton, NH
233 Atlantic Avenue
North Hampton, NH 03862

June 25, 2018

Dear Department Heads,

As part of the review process for the Rett's Roost Large Gathering Permit application associated with the road race event to occur at the Throwback Brewery property on 2 Elm Road, I am providing the following comments in order to give Town Department Heads information to help them evaluate the permitting of the proposed activities for the September 23, 2018 event. The comments below should not be considered a rejection of the application by the Planning and Zoning Department. The comments are similar to last year's comments and merely provide background information.

Please be aware of the following:

1. The proposed 30 space parking area for volunteers is located near the restaurant's septic system leach field. The Planning Department recommends that the septic system components, especially the leach field, are marked in order to prevent parking on top of the septic system components.
2. The site plan approved by the Planning Board allows only 79 on-site parking spaces. 100 on-site parking spaces are proposed in the Large Gathering Permit application. However, the approved site plan addresses normal business operations for the restaurant business. The Planning Board has determined in the past that approval of special conditions associated with a large gathering (such as increased parking) lies with the Select Board's designee, the Police Chief.
3. The site plan approved by the Planning Board only allows outdoor activities, such as eating and drinking, in the designated beer garden area which lies in the Commercial Zoning District. The location indicated for the proposed registration tent lies at least partly within the Residential Zoning District. If eating and drinking is proposed for the registration tent during inclement weather, the Planning Department recommends that the registration tent be moved as close to the beer garden area as possible in order for the tent to lie within the Commercial Zoning District and avoid a possible zoning use violation.

If you have any questions, please feel free to contact me.

Sincerely,

Rick Milner
Planning and Zoning Administrator