

Large Gathering

Organization: Rett's Roost

Event: Rett's Roost

Type: Road Race

September 18, 2016 (Sunday)

RECEIVED**JUN 27 2016****NORTH HAMPTON POLICE**

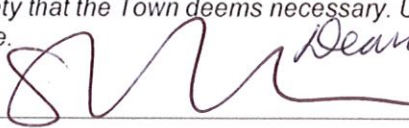
PERMIT APPLICATION		
Name of Applicant: Deana Cavan		Organization (if applicable): Rett's Roost
Mailing Address 57 Forest St, Dover, NH 03820		
Contact Person: Stephanie Murray	Contact Person who will be present at Event ¹ : Stephanie Murray	
Contact Person Phone Number: 617-512-0714	Contact Person will be present at Event Phone Number: 617-512-0714	
Contact Person Cell Number: 617-512-0714	Contact Person will be present at Event Cell Number: 617-512-0714	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided: This is a 5k counter-clockwise loop around the back roads of North Hampton. The race starts at Throwback Brewery in North Hampton, turns left on Birch Rd, left on North Rd, left on Post Rd, left on Hobbs Rd, then back into Throwback Brewery. We'll celebrate after with breakfast and beers courtesy of Throwback Brewery! There will also be games, musical entertainment, face painting, a photobooth, and a kid's fun run to participate in. Superhero costumes are highly encouraged to honor all the kids out there determined to overcome the evil villian that is cancer!		
Location of Event: Throwback Brewery 7 Hobbs Rd North Hampton, NH 03862		
Date(s) of Event: 9/18/16	Hours: race starts at 10am, parking shuttle 8am - 2pm	
	From: 8am	End: 2pm
Estimated Attendance: 500	Minimum No.: 300	Maximum No.: 1000
Types of Alcohol to be served: Beer		

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

The following facilities will be available for the event:

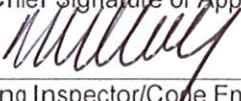
Throwback Brewery: Most of the activities will be outside, but there will be a VIP room open (with access to food, beer, and inside bathrooms to those who have raised more than \$500

Sanitation: porta potties	No. of Units: 8	Male: Unisex	Female: Unisex
Water supply from: Throwback Brewery, water bottles available at finish, 5 gallon water container on course and at finish.			
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 N/A			
Medical and First Aid Provided by: North Hampton Fire Dept			
Traffic Control Provided by: North Hampton Police Dept		No. of officers: TBD by Chief Maddocks	
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:	
Stephanie Murray	
Mailing Address:	Phone:
6 Dumpling Cove, Newington, NH 03801	617-512-0714
Email:	Cellular Phone:
steph@pursuitventuresinc.com	617-512-0714
<p>I <u>Stephanie Murray</u> ^{& Deana Cavan}, 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:  Date: <u>7/12/16</u></p>	
Name of Property Owner (The following MUST BE completed by the owner of the property involved) :	
Mailing Address:	Phone Number:
<u>2 Elm Road / 7 Hobbs Road</u>	<u>603-379-2317</u>
Email:	Cell Phone Number:
<u>nicole@throwbackbrewery.com</u>	<u>603-682-5923</u>
<p>I <u>Nicole Carrier</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>Nicole Carrier</u> Date: <u>June 26, 2016</u></p>	

DO NOT WRITE BELOW THIS SPACE. FOR TOWN USE ONLY**Departmental Approvals:** Please attach any comments or special requirements to this application

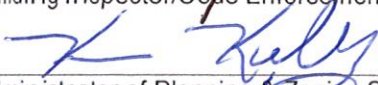
Fire Chief Signature of Approval:



Date:

7/20/16

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



Date:

7/19/2016

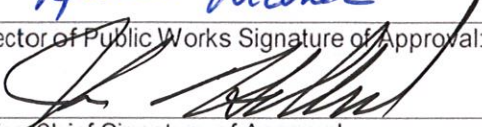
Administrator of Planning & Zoning Signature of Approval:



Date:

7/20/16

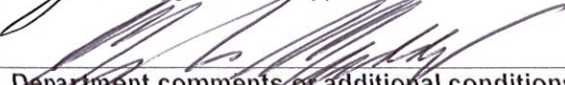
Director of Public Works Signature of Approval:



Date:

7/21/16

Police Chief Signature of Approval:



Date:

07/19/16

Department comments or additional conditions:

- Police conditions are incorporated by attached letter.
- Fire/Rescue conditions are incorporated by attached letter.

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



Date:

07/28/16

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

Date:



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.

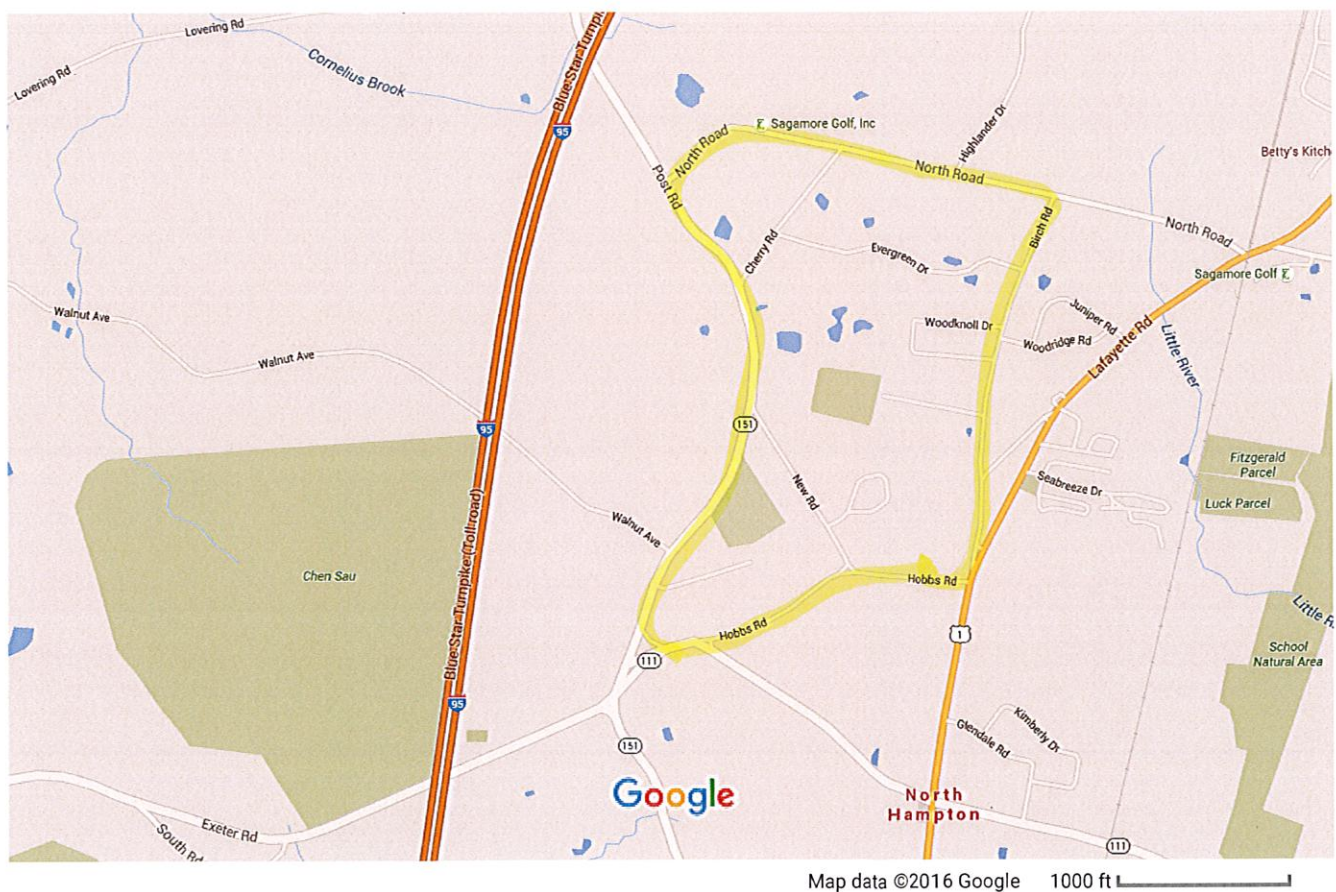
Section 3: PENALTY

- 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

Google Maps North Hampton



TOWN OF NORTH HAMPTON

233 ATLANTIC AVENUE
NORTH HAMPTON, NH 03862

MICHAEL E. MADDOCKS
CHIEF



POLICE DEPARTMENT

TELEPHONE
BUSINESS ----- (603) 964-8621
EMERGENCY ----- (603) 679-2225
-----9-1-1
FAX NO. ----- (603) 964-8831

To: Michael Tully – Chief of Fire and Rescue
John Hubbard - Director of Public Works
Kevin Kelley - Code Enforcement and Building Inspector
Rick Milner – Planning & Zoning Administrator

From: Michael E. Maddocks – Chief of Police

Date: July 21, 2016

Re: Large Assembly Application
Rett's Roost Road Race – September 18, 2016 (Sunday)

- This is the first year of the race being held at the current location at Throwback Brewery.
- The applicant is aware that parking at the Throwback Brewery is limited and has made arrangements to have participants shuttled to and from Throwback Brewery to Timberland in Stratham. Under no circumstances will parking be allowed along Hobbs Road, Route 1 (Lafayette Road), Elm Road, Birch Road, New Road, or Shepherds Lane. The shuttle may stop at the head of the driveway on Hobbs Road for pick up and drop off where a detail officer will be present, or may enter the parking lot for drop off and pick up.
- Under no circumstances will any volunteer be permitted to conduct traffic control at any intersection or upon any roadway in North Hampton.
- Under no circumstances police motorcycles or any other type of emergency vehicle from any other jurisdiction be permitted to utilize any type of emergency equipment (blue lights, red lights, sirens, etc.) in the Town of North Hampton for this event.
- There is a condition of a minimum requirement of three (3) police Detail Officers with cruisers (one officer 8:00 am-12:00pm, two officers 9:30am-1:30pm). Any Detail Officer must be either North Hampton Police officer or Mutual Aid officer called in and requested through my office. It is the responsibility of the organizer to call the police department in advance to schedule the details. One detail must be scheduled beginning at 8:00 am to ensure no parking along Hobbs Road by Throwback Brewery prior to moving to race location, and the other two will be

scheduled to begin at 9:30 am. The location of these police officers with cruisers will be as follows at the beginning of the race:

- At the intersection of Birch Road and Lafayette Road (Rte. 1).
- At the intersection of Birch Road and Elm Road.
- At the intersection of Birch Road and North Road.

After the start of the race and runners passing the details, the detail officers will move to the intersections of North Road and Post Road (Rte. 151), Post Road at Centennial Hall, and Hobbs Road at the entrance to Throwback Brewery. Upon completion of the race the detail officers will remain at Throwback Brewery until the end of their scheduled detail or until relieved by a supervisor. The later detail officers will be required to stay until 1:30 pm or until relieved by a supervisor dependent on the event.

- The applicant has also noted on the application that beer will be served. This is being served within the prior approved areas of Throwback Brewery. Any alcohol service or consumption may only be within the approved area currently on record with the Town of North Hampton and the New Hampshire Liquor Commission.
- I have placed my signature on the review section of the application, and if it is reviewed and approved by Code Enforcement, Public Works, Planning & Zoning, and Fire and Rescue I will approve the gathering based on the conditions set forth and required and forward it to Steph Murray / Deana Cavan.
- State Parade Permit to be signed by the Police Chief and returned to Steph Murray / Deana Cavan following the Department Head approvals of the assembly.


Michael E. Maddocks
Chief of Police



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 Maddocks – Chief of Police
John Hubbard - Director of Public Works
Kevin Kelley - Code Enforcement and Building Inspector
Rick Milner – Planning and Zoning Administrator

From: Michael Tully – Chief of Fire Rescue

Date: July 20, 2016

Re: Large Assembly Application
Rett's Roost Road Race – September 18, 2016 (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

Rett's Roost Superhero 5k Race Plan

Date: Sunday, 9/18/16

Location: Starts/Ends

Throwback Brewery

7 Hobbs Rd, North Hampton, NH 03862



Contact Information

Race Director Contact:

Steph Murray

617-512-0714

steph@pursuiteventuresinc.com

Course Director

TBD

Race Timeline

7am	Race/Volunteer crew set up
8am	Bus shuttle begins
8:15am	Packet Pickup begins at Throwback Brewery
9:30am	North Hampton PD arrives EMT arrives
10am	Runners start
10:20	First Finisher arrives (approx)
12:40pm	All athletes should be finished.
1:30	Post-Race Party wrapping up. Start to clean up venue
2pm	Last Shuttle leaves Throwback

Water Stations:

In addition to the start and finish lines there is 1 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 which require runners to cross or interact with traffic. Race Volunteers are also stationed at these and other intersections which require runner direction and assistance. All race

volunteers will be instructed to keep runners on the road shoulder and direct them to stay out of the middle of the road. There are no road closures.

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're in place.

Police Intersections:

1. TBD by North Hampton Police Dept.

Medical Tent/EMT Support

There will be a medical area onsite at the packet pickup tent 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. 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. 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. Call the runner's cell phone on file in case s/he or a friend answers that knows where s/he is.

Post Race

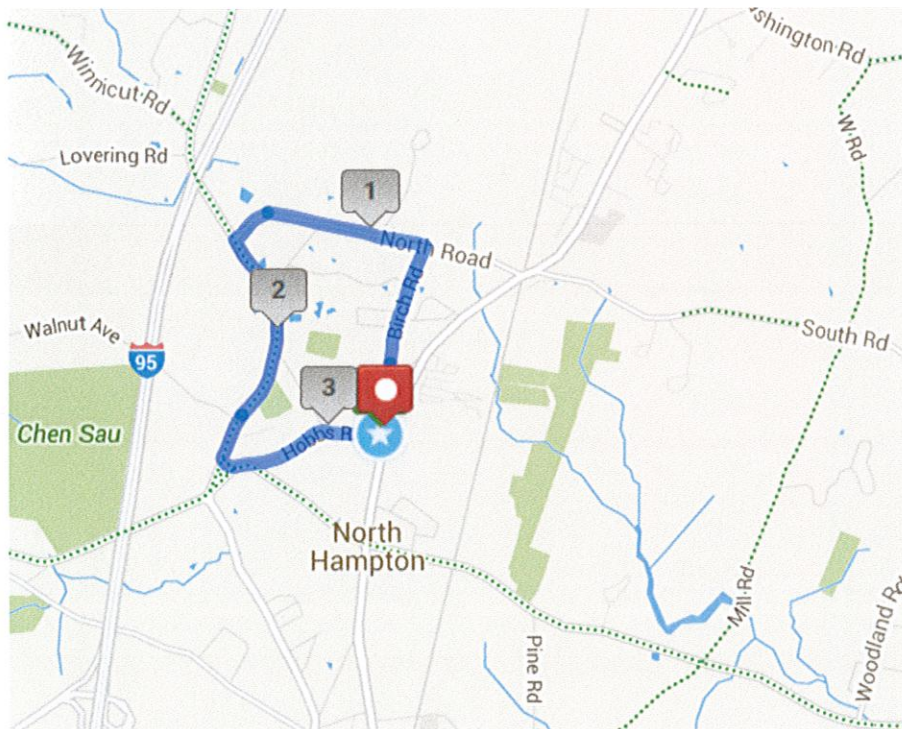
The race director shall communicate to all authorities that the race was successfully completed, that the course was left in the same condition as it was prior to the race and provide a brief summary of any incidents. If significant incidents or medical emergencies did occur, the race director shall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

1. From the Throwback Brewery parking lot, turn left on ^{Elm} Birch Rd. Runners run on (left) side of road, merge left onto Birch
2. Turn left onto North Rd
3. Turn left onto Post Rd.
4. Turn left onto Hobbs Rd.
5. Turn left into Throwback Brewery to finish.



Update
July 19, 2016
Start adjustment, eliminate
Lafayette Road. MM



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

Today's Date 7/12/16

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:

Traffic control provided by:

Approved by Town Officials

 07/28/16
Selectmen / Town Manager / Police Chief
(circle one)

5k Road Race

Foot

No

Cars will be delayed for the start of the race

Approximately 10 mins or less

No

Rett's Roost

57 Forest St

Dover, NH 03820

508-813-9222

Fundraising event for to support families affected by pediatric cancer

North Hampton

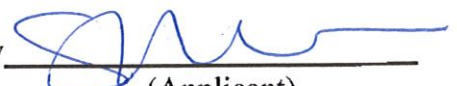
9/18/16

10am - 11am

Hobbs Rd. Lafayette Road (Rte. 1). Post Road
(Rte. 151) and Hobbs Road again -- see map

North Hampton Police Dept

Signed by


(Applicant)

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

Rett's Roost 5k Superhero 5k and Fun Run Course Map

Sunday, September 18, 2016

Race starts/ends

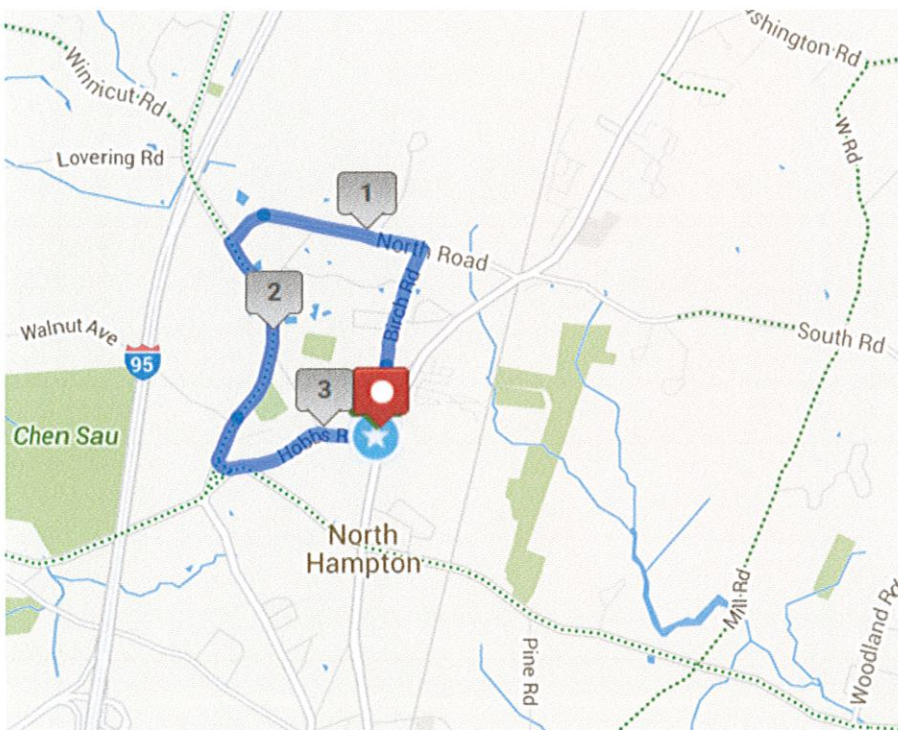
Throwback Brewery

7 Hobbs Rd

North Hampton, NH

From the Throwback Brewery parking lot:

1. Turn left briefly onto Lafayette Rd (Rt 1)
2. Turn left on Birch Rd.
3. Turn left onto North Rd
4. Turn left onto Post Rd.
5. Turn left onto Hobbs Rd.
6. Turn left into Throwback Brewery to finish.



****Runners, please stay on the left side of the road at all times. Roads will be open to traffic****