

Kathryn L. Mone
Chief of Police



Telephone: 603-964-8621
Emergency: 911

Town of North Hampton
Police Department
233 Atlantic Avenue
North Hampton, NH 03862

October 13, 2021

RE: Large Gathering Application for Experience Hampton Christmas Parade
December 4, 2021

The Large Gathering Application for the Experience Hampton Christmas Parade, December 4, 2021 is approved based on the following conditions:

1. One detail officer with cruiser, from the North Hampton Police Department, or one of the Mutual Aid Communities to be positioned at the intersection of Lafayette Road (Route 1) and Cedar Road where a detour is established. Detail Officer will be on post at 1230 hours and remain until parade has concluded. Applicant must contact the North Hampton Police Department no later than two weeks prior to the event to schedule the detail officer.
2. Certificate of Insurance naming the Town of North Hampton as an additional insured must be submitted to the Chief of Police prior to the event.
3. The applicant must make notification and seek permission for the event through the NH Department of Transportation for activities on the state roads. Approval needs to be provided to the police department.

A handwritten signature in cursive script, appearing to read 'Kathryn Mone', is written over a horizontal line.

Kathryn Mone
Chief of Police



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

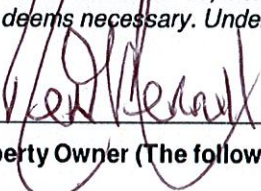
Large Gathering Permit Application is attached

PERMIT APPLICATION		
Name of Applicant: Dean Merrill		Organization (if applicable): Experience Hampton, Inc
Mailing Address PO Box 444, Hampton, NH 03842		
Contact Person: Dean Merrill	Contact Person who will be present at Event ¹ : Dean Merrill	
Contact Person Phone Number: 603-926-7655	Contact Person will be present at Event Phone Number: 603-926-7655	
Contact Person Cell Number: 603-770-4101	Contact Person will be present at Event Cell Number: 603-770-4101	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided): Experience Hampton Parade on Dec 4, 2021 on Route 1. North Hampton to Hampton		
Location of Event: Assemble in parking lots along Route 1,		
Date(s) of Event: Dec 4, 2021	Hours:	
	From: 12:30	End: 3PM
Estimated Attendance:	Minimum No.:	Maximum No.:
Types of Alcohol to be served: None		

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

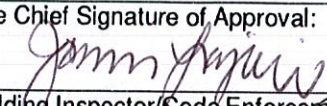
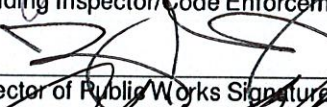

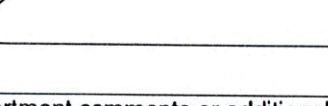
The following facilities will be available for the event:

Sanitation: N/A	No. of Units: N/A	Male: N/A	Female: N/A
Water supply from: N/A			
Food will be served from and/or by: N/A			
Beverages will be served from and/or by: N/A			
Illumination after dark will be provided by N/A			
Medical and First Aid Provided by: North Hampton F.D. - upon Request			
Traffic Control Provided by: North Hampton - PD		No. of officers: 1	
Parking for _____ is planned. <input type="checkbox"/> Attach plan of exact parking location and exact route to be kept open for emergency vehicles <input checked="" type="checkbox"/> Not applicable. Explain: Parking will be in lots that Marchers will assemble in			

Name of Promoter or Applicant: Experience Hampton, Inc	
Mailing Address: PO Box 444, Hampton, NH	Phone: 603-926-7655
Email: dem@tsheymcnull.com	Cellular Phone: 603-770-4101
<p>I _____, 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>	
Signature: 	Date: 8/31/21
Name of Property Owner (The following MUST BE completed by the owner of the property involved) :	
Mailing Address:	Phone Number:
Email:	Cell Phone Number:
<p>I _____, 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>	
Signature:	Date:

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: 9/20/2021
Building Inspector/Code Enforcement Officer Signature of Approval: 	Date: 9/24/21
Director of Public Works Signature of Approval: 	Date: 9/24/21
Police Chief Signature of Approval: 	Date:

Department comments or additional conditions:

* see attached for approval w/ conditions

Applicant: I do hereby agree to the additional requirements:

10/13/2021 @ 1210 Spoke w/ Dean Merrill to advise email sent w/ approval
Applicant's Signature: Dean provided verbal agreement Date:

PERMIT

Denied Reason:

Approved

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

Date:



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



Victoria F. Sheehan
Commissioner

RECEIVED

William Cass, P.E.
Assistant Commissioner

Experience Hampton Inc.
PO Box 444
Hampton, NH 03842

OCT 27 2021

October 21, 2021

NORTH HAMPTON POLICE

To Whom It May Concern:

With reference to your recent request, please consider this a permit (21-178) for the Parade using a portion of the state highway system in the municipality of North Hampton & Hampton.

The Parade scheduled for Saturday, December 4, 2021 at 1:00pm 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. Traffic on state highways shall not be delayed more than 10 (ten) minutes.
5. 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.
6. Any needed porta-potties need to be staged outside of the state highway right-of-way.
7. 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
Police Chiefs: North Hampton & Hampton
Brian Schutt, District Engineer

