

## **Large Gathering**

**Organization: American Lung Association**

**Event: Cycle the Seacoast**

**Type: Bicycle Ride**

**May 7, 2017 (Sunday)**

PERMIT APPLICATION		
Name of Applicant: Melissa Walden		Organization (if applicable): American Lung Association
Mailing Address: 122 State St.		
Contact Person: Melissa Walden	Contact Person who will be present at Event <sup>1</sup> : Melissa Walden	
Contact Person Phone Number: 207-624-0306	Contact Person will be present at Event Phone Number: 207-680-8118 (cell)	
Contact Person Cell Number:	Contact Person will be present at Event Cell Number:	
Description of Event (Please Attach Additional Sheets of Paper if description cannot fit in the space provided):  Fundraising Cycling event for the American Lung Association. (non-competitive)		
Location of Event: Portsmouth (start + finish) - Rest Stop = N. Hampton Town Green 295 Atlantic Ave. N. Hampton		
Date(s) of Event: 5/7/17	Hours: 8 From: 7am End: 3pm	
Estimated Attendance: 400	Minimum No.: 100	Maximum No.: 400
Types of Alcohol to be served: N/A		

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

The following facilities will be available for the event:

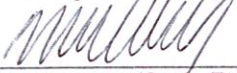
Sanitation: Portable Toilets	No. of Units: 2	Male:	Female:
Water supply from: Provided by ACA volunteers			
Food will be served from and/or by: Provided by ACA volunteers			
Beverages will be served from and/or by: Provided by ACA volunteers			
Illumination after dark will be provided by N/A			
Medical and First Aid Provided by: Provided by ACA volunteers			
Traffic Control Provided by: N. Hampton Police		No. of officers: 2	
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: Cyclists will not be parking. If you need more info regarding volunteer parking for rest stop please contact Melissa.			



Name of Promoter or Applicant: <b>American Lung Association of the Northeast</b>	
Mailing Address: <b>122 State St. Augusta ME 04330</b>	Phone: <b>207-624-0306</b>
Email: <b>Melissa.Walden@Lung.org</b>	Cellular Phone: <b>207-680-8118</b>
<p>I <u>Melissa Walden</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>Melissa Walden</u> Date: <u>11/14/16</u></p>	
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> <p>Signature: _____ Date: _____</p>	

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

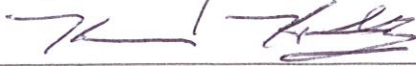
Fire Chief Signature of Approval:



Date:

1/18/17

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



Date:

1/12/17

Administrator of Planning &amp; Zoning Signature of Approval:



Date:

1/17/17

Director of Public Works Signature of Approval:



Date:

1/17/17

Police Chief Signature of Approval:



Date:

01/17/17

Department comments or additional conditions:

Police - see attached memo

**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:

01/27/17

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

Date:



# TOWN OF NORTH HAMPTON

233 ATLANTIC AVENUE  
NORTH HAMPTON, NH 03862



MICHAEL E. MADDOCKS  
CHIEF

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

## POLICE DEPARTMENT

To: Cycle the Seacoast

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

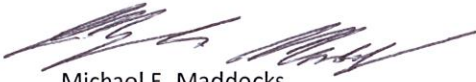
From: Michael E. Maddocks – Chief of Police

Date: January 17, 2017

Re: Large Assembly Application  
American Lung Association “Cycle the Seacoast” – May 7, 2017 (Sunday)

- This is an annual event, its 8<sup>th</sup> year. I recommend again, one (1) officer with cruiser detailed. The organizer also may opt to have a second detail officer with cruiser at another location for return bicycles for the 50-mile ride. Bicycles are headed west along Atlantic Avenue from Ocean Boulevard (Rte. 1A) proceeding to the Town Green (bandstand) and where there is a rest stop for the 50 and 100 mile rides, and then continue onto Exeter Road (Rte. 111) into Exeter. The 25 mile ride does not enter the Town of North Hampton, and the 50 mile ride comes back into North Hampton from Hampton on Ocean Boulevard. Approval of this assembly is based on the scheduling of these detail officer(s) and vehicles, and of course timely payment following the event. It is the responsibility of the organizer to call the police department at least two weeks in advance to schedule the detail. No State Parade Permit required. The location of the details are as follows:
  - Intersection of Route 111 (Atlantic Avenue) and Hobbs Road from 8:00 am – 12:00 pm, required.
  - Ocean Boulevard at Route 111 (Atlantic Avenue) from 9:30 am – 3:30 pm, *option*. Bicycles will be northbound on Ocean Boulevard from Hampton on the 50 mile ride and turning left onto Atlantic Avenue.
- 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.
- Under no circumstances will any volunteer be permitted to conduct traffic control at any intersection or upon any roadway in North Hampton.
- It is important to note that this is a ride of bicycles and not a race of any kind, so the riders will be adhering to traffic signage and applicable state laws along the route.

- 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 Melissa Walden.

A handwritten signature in dark ink, appearing to read "Michael E. Maddocks", written over a horizontal line.

Michael E. Maddocks  
Chief of Police

October 7, 2016

North Hampton Police Department  
Attn: Michael Maddocks  
233 Atlantic Avenue  
North Hampton, NH 03862

RECEIVED  
OCT 18 2016  
NORTH HAMPTON POLICE



Dear Michael,

Thank you for supporting the 6<sup>th</sup> annual Cycle the Seacoast ride this past May. A diverse group of dedicated volunteers donated space, time and endless energy that provided us with a very successful event. We are looking forward to the 8<sup>th</sup> annual Cycle the Seacoast, which will be held on May 7<sup>th</sup>, 2017. We hope you will work with us again to make our seventh year another tremendous success by allowing us the use of your space for a cyclist rest stop.

In order to best serve the needs of our Trek cyclists, we will be placing tables, chairs and portable toilets at your property. As the event approaches, I will contact you in regards to the portable toilet delivery schedule. We intend on having them delivered by Saturday, May 6<sup>th</sup>. All portable toilets will be picked up on Monday, May 8<sup>th</sup> around 7:00 a.m. Finally, we would like to set up a 10 x 10 pop up tent for shelter. As always, our volunteers will pick up all trash and leave the area in good condition.

I appreciate your partnership for a smooth, safe and successful fundraising event. The American Lung Association is able to provide valuable research, legislation and education for all New Hampshire people with the funds raised during this weekend. Thank you for contributing to this important event!

If you could simply sign and date the form at the bottom of this page and mail it back to me, it would be greatly appreciated. There are two copies so that you may have one for your records. I have also enclosed a copy of our insurance liability for your property during the weekend of the Cycle the Seacoast.

I am happy to answer questions or discuss anything else that might come up. Please do not hesitate to email me: [Melissa.Walden@Lung.org](mailto:Melissa.Walden@Lung.org) or call 207-624-0306.

Thanks again!

Melissa Walden  
Development Coordinator  
American Lung Association

I, Paul Apple give permission to the American Lung Association to use North Hampton Town Green for rest stop purposes as outlined above during the Cycle the Seacoast Ride, May 7<sup>th</sup>, 2017.

Paul Apple  
Town Administrator,  
duly authorized by Select  
Board on 14 November 2016  
Signature

16 November 2016  
Date

603-682-6848  
Cell Phone Number

603-964-8087  
~~Work~~/Business Phone

papple@northhampton-nh.gov  
Email Address



NOV 30 2016

November 16, 2016

Janet Facella  
Michael Maddocks  
Town of N Hampton  
237 Atlantic Avenue  
N Hampton, NH 03862

Dear Janet & Michael:

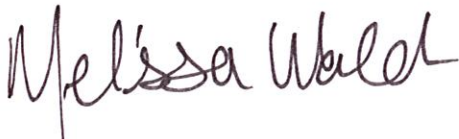
The 8<sup>th</sup> annual American Lung Association Cycle the Seacoast ride is scheduled for Sunday, May 7<sup>th</sup>, 2017. With close to 400 cyclists expected we are looking forward to a very exciting day.

The first riders will be leaving Redhook Brewery at 7:00 a.m. and the last rider will be in around 3:00 p.m. The route is being worked on but we anticipate it to remain the same as it was in 2016. I've included the 2016 route map with your town highlighted. If the final maps have any changes, I will be sure to forward a copy to you as soon as they're printed.

We will be supplying our own safety and first aid volunteers with the assistance of the Port City Amateur Radio Club. Enclosed is a copy of our insurance coverage from SCS Insurance where you are listed as an additional insured.

In 2016 we scheduled one officer at the intersection of Hobbs and Atlantic. Please let me know if you have any suggestions for police support along the route. If you need anything else from me, please do not hesitate to let me know. We look forward to another safe and successful year. Thank you.

Sincerely,



Melissa Walden  
Development Manager, American Lung Association of the Northeast

0.5	Circle - 3rd exit onto 1A/Pioneer Rd		2 signs - Left Arrow before circle, Straight Arrow after	Rye
1.8	Pass Odiorne State Park	11.0		Rye
0.6	<b>Rest Stop - Pebble Cove Motel</b>	11.6	Rest Stop sign	Rye
3.1	CAUTION - HAIRPIN TURN!	14.7	Caution - Hairpin turn	Rye
4.0	Right onto Rt 111/Atlantic Ave	18.7	Right Arrow	North Hampton
1.9	Mill Rd	20.6	Straight Arrow	North Hampton
1.4	Cross Rt 1	22.0	Straight Arrow	North Hampton
0.6	Police located at crooked intersection of Hobbs and Atlantic	22.6		North Hampton
0.1		22.7	Rest Stop sign with Right Arrow	North Hampton
0.0	<b>REST STOP - N Hampton Town Green</b>	22.7		North Hampton
0.0	Exit left from rest stop, on Rt 111 W	22.7	Left Arrow	North Hampton
0.2	Bear Right onto NH 111/Exeter Rd	22.9	Right Arrow	North Hampton
2.3	Important Sign - prior to Rt 101 onramp	25.2	Straight Arrow	Exeter
0.0	Important Sign - 50' up onramp	25.2	Stop - Wrong Way	Exeter
0.4	Right onto Hampton Rd	25.6	2 Right Arrows	Exeter
2.5	Straight at traffic light	28.1	Straight Arrow	Exeter
0.3	Continue on Water St	28.4	Straight Arrow	Exeter
0.2	Bear left to stay on Main St	28.6	Straight Arrow	Exeter
0.4		29.0	Caution - Railroad Tracks	Exeter
0.1	Left onto Winter St	29.1	Left Arrow	Exeter
0.2	Bear Right	29.3	Right Arrow	Exeter
0.1	Continue onto Front St	29.4	Straight Arrow	Exeter
1.5	Right onto Pickpocket Rd	30.9	Right Arrow	Exeter
2.5	Left onto Rt 111A/Middle St	33.4	Left Arrow	Brentwood