ARTICLE I - Definitions

- **Applicant** shall be construed to include an individual person, partnership, firm, company, corporation, group, organization, owner, lessor, lessee, or their agents.
- **Event permit** shall mean a written permit issued by the Code Enforcement Officer (CEO) permitting the event and listing any requirements &/or restrictions.
- “**Shall**” means that which is required, mandatory, the only acceptable method under this Ordinance.
- “**Should**” means a term used to reflect the more preferable procedure, yet providing for the use of effective alternatives.
- **Person** shall be construed to include an individual person, partnership, firm, company, corporation, group, organization, owner, lessor, lessee, or their agents.

ARTICLE II – Preamble

The inhabitants of the Town of Dedham are concerned about the serious public health and safety problems which may result when crowds assemble for any organized and unorganized events. Such assemblages may lead to serious problems involving public health and safety matters relating to waste disposal, potable water, first aid, obstruction and damages to roads and highways, violation of alcohol and controlled substance laws, and destruction of both public and private property. The following ordinance is hereby adopted in the interest of promoting the general welfare, public health, and providing for public safety.

ARTICLE III – Authority

This ordinance is enacted pursuant to the Home Rule Authority granted to the Town in accordance with provisions of 30AMRSA §3001.

ARTICLE IV – Permits

- **Activities requiring permits** - no person shall exhibit, sponsor, hold, promote, or operate any pageant, amusement show, theatrical performance, or other organized public
assemblage where attendance exceeds available off-street parking without procuring a permit from the CEO.

- Parties or other gatherings at private homes are excluded from this requirement. However, these private gatherings are not exempt from the regulations listed in the Town’s parking ordinance.
- Activities sponsored by the Town of Dedham and public assemblies for purposes of town government are expressly excluded from the permitting requirement of this ordinance.
- Activities of the Dedham School or Holbrook Recreation Committee are not excluded from the permitting requirement of this ordinance.
  - An athletic season event permit may be issued upon submission of a game schedule.

- **License request deadline:** any person seeking issuance of a special event permit must make a request to the CEO no later than thirty (30) days prior to the event.

- **Fees** – Permit fees will be set by the Board of Selectmen in accordance with Policy ADM-14

- **Contents of request & standards of issuance** – no license shall be granted unless the applicant satisfies the CEO and Fire Chief that proper facilities will be available for the proposed event in the area to be used and that adequate precautions have been taken to ensure the public health and safety of attendees and the general public. The CEO shall issue a permit to the applicant for an event that he/she determines that the applicant complies with and has the ability to comply with following standards, considering the size, duration, and nature of the proposed event:
  - That adequate supplies of potable water shall be available and reasonably spaced throughout the area;
  - That adequate toilet facilities shall be provided;
  - That the area to be used is adequately equipped with containers for disposal of solid waste and garbage and that provisions are made for the removal and disposal of such waste and garbage;
  - That adequate first aid facilities shall be provided;
  - That adequate parking facilities are available in the area in which the event is to be held or reasonable alternatives for the delivery of participants;
  - That the event will not impair the safe and orderly flow of traffic on public ways;
  - Any additional requirements reasonable necessary for the CEO and Fire Chief to find that the applicant shall continue to comply with the standards set forth above for the issuance of the permit as of the date of the event.

The applicant shall furnish a plan showing the size and location of the area to be used with designated locations for drinking water, toilet and washing facilities, waste containers, first aid facilities, and available parking.

The CEO &/or Fire Chief may attach conditions to any permit issued hereunder as are reasonably necessary to the applicant’s compliance with this ordinance and enforcement
of this ordinance including, but not limited to, a requirement that the applicant hires security &/or traffic control for the event.

- **Surety bond** - In the event that the CEO determines that a surety bond is necessary to assure the applicant’s compliance with the standards and conditions of the issuance of the permit, the applicant may be required to furnish a surety bond acceptable to the municipal officers insuring that the grounds will be cleared of waste and that any damage to public or private property in the area arising out of, or in connection with, the event is promptly corrected or compensated for.

- **Private land owner authority** – In the event that private property is to be used in connection with such event, the applicant shall file with the CEO adequate proof that the applicant has authority from the landowner upon which it is to be held to use his property.

- **Duties of the applicant**
  - The applicant shall comply with all conditions of any permit issued hereunder and with all applicable local, state, and Federal laws and ordinances.
  - The applicant or its designated agent shall make available to the CEO, Fire Chief, or any law enforcement officer any permit issued hereunder during the entire course of the event.

**ARTICLE V – REVOCATION**

The CEO shall have the authority to revoke any permit issued hereunder in consequence of a violation of any conditions of the permit or any noncompliance with the standards for issuance of a permit.

**ARTICLE VI – FINES/PENALTIES**

Any person who violates any provision of this Ordinance upon conviction shall be guilty of a civil violation subject to a minimum fine of $100.00 and up to a maximum fine of $2,500 for each violation. Each day which a violation continues shall constitute a separate offense.

**ARTICLE VII – SEVERABILITY**

Each part of this ordinance is severable and if any phrase, clause, sentence, or provision is declared to be contrary to law, the validity of the remainder shall not be affected thereby unless the application of any remaining portion of the ordinance would result in action being taken which is inconsistent with the objectives of this ordinance.

**ARTICLE VIII – EFFECTIVE DATE**

This ordinance shall take full force and effect on the date of enactment of this ordinance at the Town Meeting of the Town of Dedham.