

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. _____

Fax. _____

2022 AUG 19 AM 9:31

(For Street Closure or Any Use of a Public Way - Please complete page 3 of this application)

NAME OF EVENT: Newburyport Half Marathon and Relay

Date: 10/23/2022 Time: from 9 am to 2 PM

Rain Date: _____ Time: from _____ to _____

2. Location*: Cashman Park (approved by Parks Dept. 5/19/22)

*Please Note: If the location is a public park or the rail trail, please also contact the Parks Department

3. Description of Property: Park Public Private _____

4. Name of Organizer: RaceWine / Stack Sports City Sponsored Event: Yes _____ No

Contact Person

Address: 150 Wood Rd Ste 308 Braintree MA 02184 Telephone: _____

E-Mail: martine.pelletier@stacksports.com Cell Phone: 617-571-0841

Day of Event Contact & Phone: Martine Pelletier 617-571-0841

5. Number of Attendees Expected: 2,000

6. MA Tax Number: none - SPlay, Inc. FEIN' 47-401165

7. Is the Event Being Advertised? Yes Where? Online + in NE Runner magazine

8. What Age Group is the Event Targeted to? 18+

9. Have You Notified Neighborhood Groups or Abutters? Yes No _____, Who? We will flyer all residences + businesses along the race route after permit approval is granted.

ACTIVITIES: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments

A. Vending*: Food _____ Beverages _____ Alcohol Goods _____ Total # of Vendors 1

*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music DJ Radio/CD _____

Performers _____ Dancing _____ Amplified Sound Stage

C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____

Other _____ Total # _____

Name of Carnival Operator: _____

Address: _____

Telephone: _____

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).

Will you be conducting the clean-up for this event? Yes No _____

If yes:

- a) How many trash receptacles will you be providing? 220
- b) How many recycling receptacles will you be providing? 0
- c) Will you be contracting for disposal of : **Trash** Yes No **Recycling** Yes No
- i. If yes, size of dumpster(s): **Trash** 15 yd **Recycling** _____
- ii. Name of disposal company: **Trash** Moore's Disposal **Recycling** _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes _____ No _____
- iv. If no, where will the trash & recycling be disposed ? _____

If no:

- a) # of trash container(s) to be provided by DPS _____
- b) # of recycling container(s) to be provided by Recycling Office _____
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

All fees must be paid prior to the event. Check or money order is payable to the City

of Newburyport. E. Portable Toilets: (Each cluster of portable toilets must include at least one ADA accessible toilet)

20+ Standard # _____ ADA accessible

depending on # of participants

Name of company providing the portable toilets: United Site Services

Food - ordering pizzas from a local establishment to be delivered five day of the event. No hot holding. *[Signature]*

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____

ROAD RACE X

WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:

Race Wine / Stock Sports (parent company)

2. Name, Address & Daytime Phone Number of Organizer: Martine Pelletier (Race Wine)

150 Wood Rd Ste 308 Braintree, MA 02184
cell - 617-571-0841

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up Same as above

4. Date of Event: 10/23/2022 Expected Number of Participants: 2,000

5. Start Time: 9¹⁵ AM (race start) Expected End Time: 1 pm

6. Road Race, Parade or Walkathon Route: (List street names & attach map of route):
Please see attached course map.

7. Locations of Water Stops (if any): Please see attached map.

8. Will Detours for Motor Vehicles Be Required? yes If so, where? Merrimac St for start of race

9. Formation Location & Time for Participants: Start line at approx. 202 Merrimac St. - 9 AM

10. Dismissal Location & Time for Participants: Cashman Park - out by 2 PM

11. Additional Parade Information:

- Number of Floats: _____
- Locations of Viewing Stations: _____
- Are Weapons Being Carried: Yes _____ No _____
- Are Marshalls Being Assigned to Keep Parade Moving: Yes _____ No _____

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

CITY MARSHAL [Signature] 4 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.

DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK [Signature] 60 Pleasant St.

HEALTH DIRECTOR [Signature] 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

<i>Approval Required</i>	Date: _____	Signature _____
___	1. Special Events:	_____
___	2. Police:	_____
	Is Police Detail Required:	_____ # of Details Assigned: _____
___	3. Traffic, Parking & Transportation:	_____
___	4. ISD/Health:	_____
___	5. Recycling:	_____
___	6. ISD/Building:	_____
___	7. Electrical:	_____
___	8. Fire:	_____
	Is Fire Detail Required:	_____ # of Details Assigned: _____
___	9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply	
	Yes: \$_____ due on _____	No Fee for Special Events applies
	Other requirements/instructions per DPS _____	
___	10. Parks Department:	<i>see attached Parks permit</i>
___	11. License Commission	_____

The departments listed above have their own application process.
Applicants are responsible for applying for and obtaining all required
permits & certificates from the various individual departments

Sec. 13-97. - Road races, walkathons, bicycle and other multidisciplined events.

(a) *Short title.* This section may be cited as the "road races, walkathons and bicycle events."

(b) *Purpose and intent.* The use of city streets and sidewalks for the purpose of road races, walkathons or bicycle tours are positive events that promote exercise, general good health and Newburyport as a destination. These events do from time to time create hardships, impacting neighborhoods and traffic. To create a balance between conflicting interests, by safeguarding participants, residents, visitors and the City of Newburyport, this section will define and codify the procedure for the benefit of all.

(c) *Definitions.*

(1) *Road race.* A competitive or non-competitive running event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(2) *Walkathon.* A competitive or non-competitive walk event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(3) *Bicycle race.* A competitive or non-competitive bicycling event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(4) *Multidisciplined event.* A competitive or non-competitive event requiring or offering running, walking, biking, swimming or any combination thereof in which an entry fee is required or a charitable donation is solicited or suggested.

(5) *Event.* Any road race, walkathon, bicycle race, multi-disciplined event as defined above.

(d) *Limitations.*

(1) *Procedure.* All events shall, through that event's organizer, board of directors, charity foundation or designee ("organizer") apply for city council authorization to hold the event through the office of the city clerk no later than sixty (60) days before the event's proposed date. There shall be a grace period through December 31, 2017, during which applications will be accepted beyond the prescribed due date. Prior to application with the city council, the event shall file and receive approval from all applicable city departments, boards, and commissions. Copies of such approved applications, including along with documentation of any fees, donations, in-kind donations paid as part of said application(s), shall be included as part of the city council application.

The date of application is the date a completed application is submitted to the city clerk's office and stamped by the same. The city clerk, upon review of the completed form, will place the application on the next regular city council agenda, even if such submission is a late file. Upon following the procedures of the council, as deemed appropriated in the sole judgment of the council, the application will be considered approved if the council votes favorably by majority. The application shall name one (1) person responsible on the application and shall provide contact information to include name, address, email address, and telephone number.

(2) *Exemptions.* Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.

(3) *Course map.* All applications shall be accompanied by a legible, precise course map showing the event route, water stops, refreshment stops, and so-called "port-a-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by police, fire, department of public services, parks commission and harbor masters departments prior to submission to the city clerk.

(4) *Electronic amplifier.* Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 a.m., except for Sundays when electronic amplifiers, loud speakers or bullhorns will not be used for public address announcements or music before 9:00 a.m.

(5) *Road closure.* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents fourteen (14) days in advance that neighborhood roads will be closed if no alternate route is available to those residents. Notification shall be made by race organizers by informational packet drop-off at all residences that may be impacted, including, but not limited to, road closures, restricted driveway access, parking restrictions, or noise. In the case of multi-family residences with so-called security doors, notification will be sufficient at said security door. A copy of the notification shall be provided to the city clerk and, when possible, posted on the city website and distributed via email. Further,

Newburyport Half Marathon and Relay Event Plan

October 23, 2022 – 9:15 AM START

GENERAL OVERVIEW

We're excited to host the annual Newburyport Half Marathon and Relay once again in 2023!

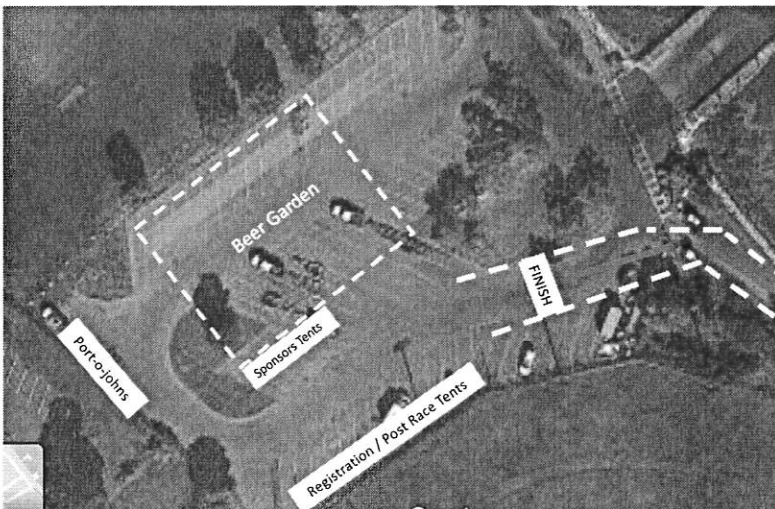
The event has one distance, a half marathon which is 13.1 miles, and two sub-events, a half marathon and relay (teams of 2). The course is the same course we've used for this event in the past, and will be the same course for both sub-events. Based on previous events, we expect around 2,000 runners on race day.

The race will start approximately at 202 Merrimac St at 9:15 AM. Both the half marathon and the relay events will start at the same time.

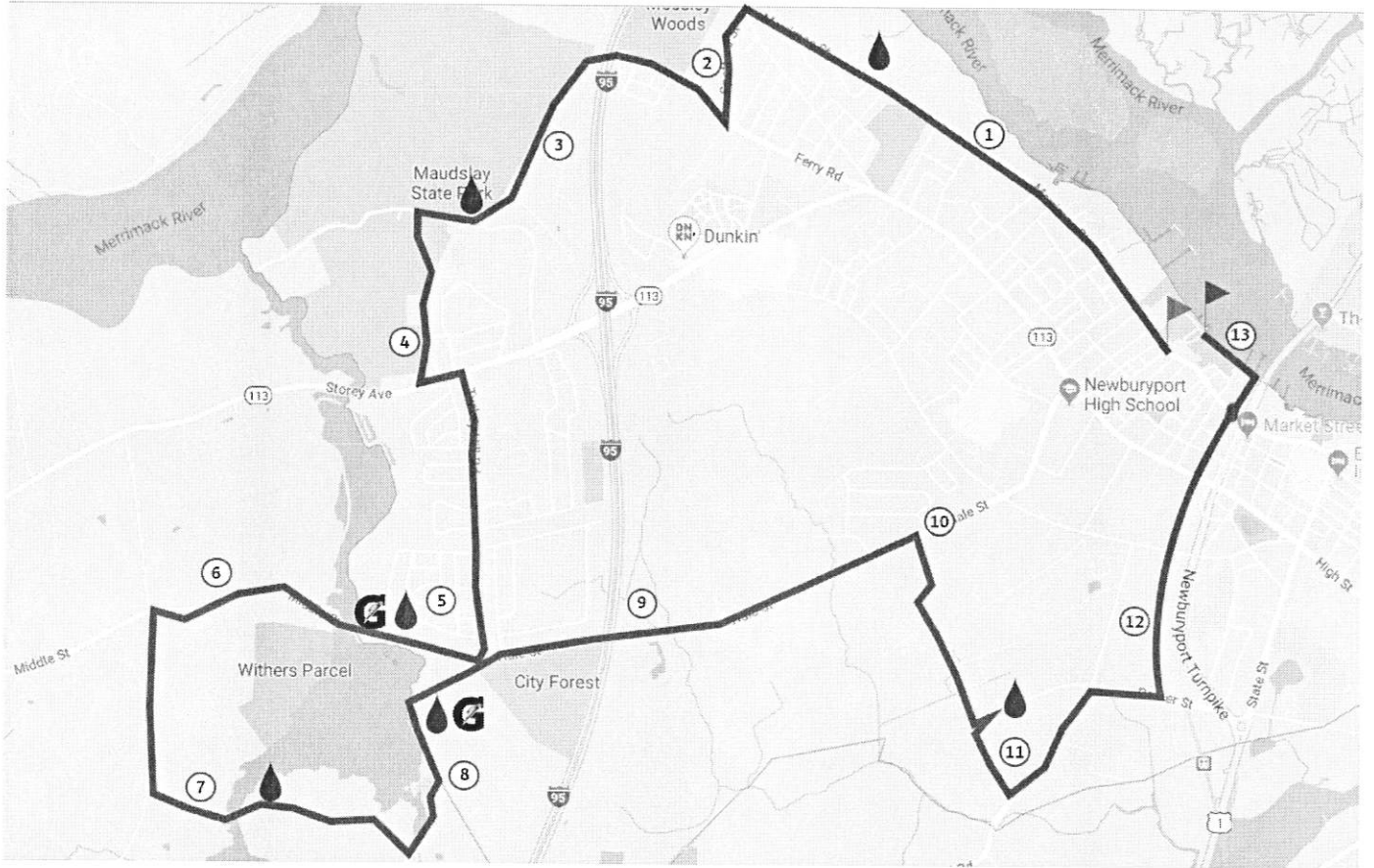
The finish line will also be in Cashman Park (parking lot). The first runner will reach this area around 10:20 AM, and the last runner will reach this area around 1:20 PM.

A post-race celebration will follow the conclusion of the race. The post-race celebration will be planned by RaceWire and be held in Cashman Park.

FINISH AND POST-RACE PARTY MAP



COURSE OVERVIEW



Pre-Race Registration

Upon arrival, runners will be directed to the registration tents to pick up their bib number and race swag.

Relay Event

The relay event will consist of, at most, 100 teams of 2 people.

The relay will start at the same time and place as the half marathon.

Those running the first leg will start the race with the half marathon participants. Transportation will be provided to the halfway point for those running the second leg of the relay. Transportation will also be provided for the first leg runners back to the post-race area after they complete the first portion of the race.

Post-Race Celebration

The post-race celebration will be held in Cashman Park (same as last year's event). The celebration will be organized by RaceWire. RaceWire will ensure that any and all specialty permits needed will be acquired.

Bag Drop

Participants will be given the option to drop their bags, in a specific barricaded area, near registration. Once they finish, they will collect their bags. This will be done on the honor system.

Parking

Participants and spectators will be instructed to utilize street parking in the area while being courteous and respectful to the neighbors and area. Participants will also be encouraged to carpool.

Participant Flow

Participants will finish in Cashman Park, right next to the post-race party celebration.

Portable Toilets

We will have a number of portable toilets available. They will be provided for participants and located at the registration area as well as out along the course.

MEDICAL PLAN

One medical crew will be positioned near the finish line. There will also be a First-Aid Station along the course (location TBD – at the discretion of the Fire Dept.).

Volunteers will be at water stops about every mile of the course and at designated streets, to act as course marshals. Volunteers will be instructed to dial 911 in case of emergency.

COMMUNICATIONS PLAN

Life Threatening Medical Issue – If a life threatening medical issue arises, volunteers will be instructed to call 911. Other Issues – Volunteers will be instructed to report any police/fire incidents and/or emergencies by dialing 911.

Race concerns/questions about course or water stops – Volunteers will be instructed to contact the race director via cell phone.

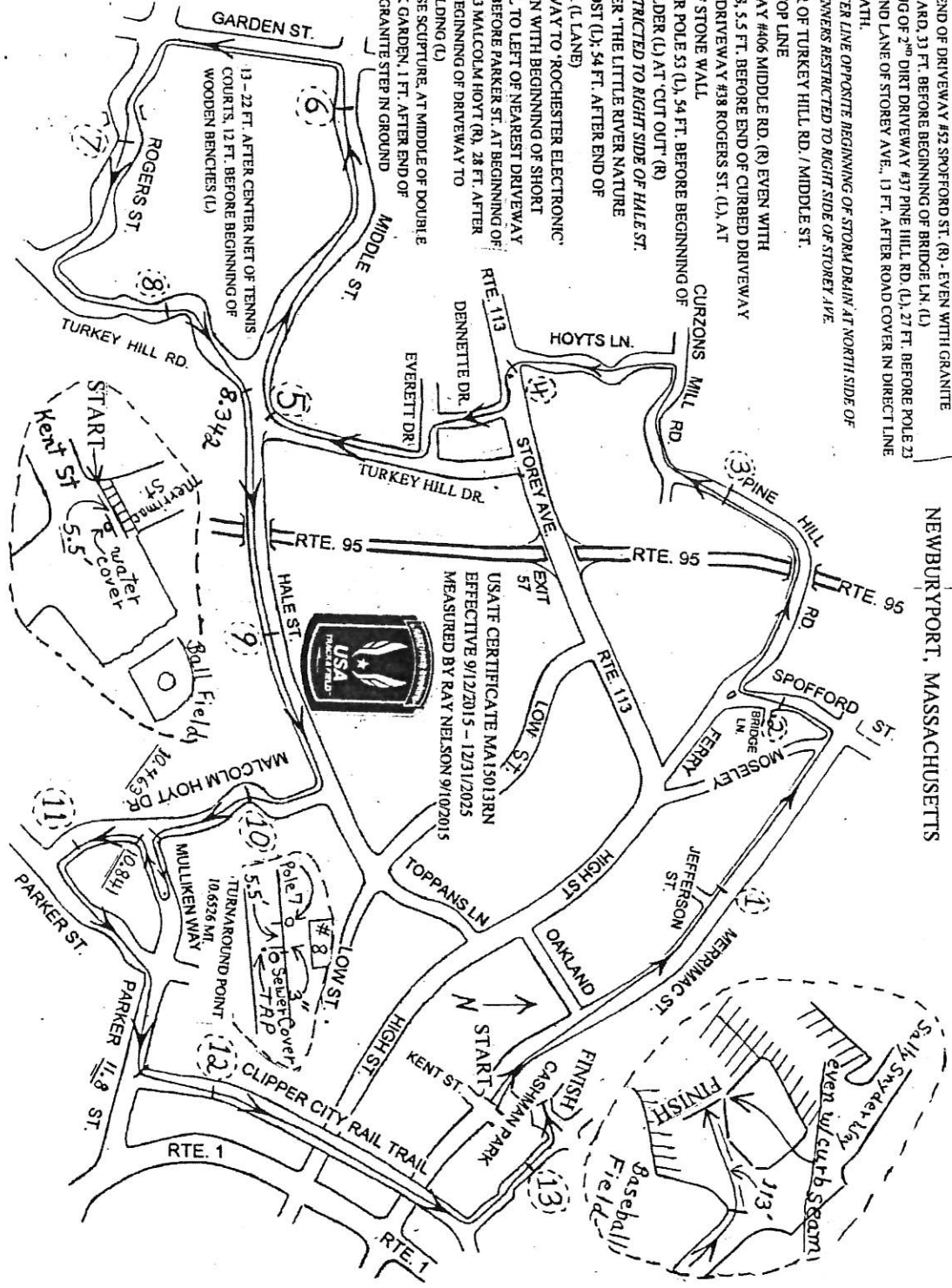
COMMUNITY NOTIFICATION PLAN

RaceWire will leaflet all houses on the course notifying them that the roads will be restricted during specific windows, and to expect delays. This notification will be completed by October 10, 2022.

GREEN STRIDE NEWBURYPORT HALF MARATHON

NEWBURYPORT, MASSACHUSETTS

- 1 - ON MERRIMAC ST. @ 50 YD. AFTER JEFFERSON ST., AT BEGINNING OF DRIVEWAY #420 (R), 16 FT. AFTER POLE 9 (R)
- 2 - 3 FT. AFTER END OF DRIVEWAY #52 SPOFFORD ST. (R), EVEN WITH GRANITE LAMPPOST IN YARD, 33 FT. BEFORE BEGINNING OF BRIDGE LN. (L)
- 3 - AT BEGINNING OF 2ND DIRT DRIVEWAY #37 PINE HILL RD. (L), 27 FT. BEFORE POLE 23
- 4 - IN WESTBOUND LANE OF STOREY AVE., 13 FT. AFTER ROAD COVER IN DIRECT LINE OF RUNNERS' PATH.
- *COME ON CENTER LINE OPPOSITE BEGINNING OF STORM DRAIN AT NORTH SIDE OF STOREY AVE. RUNNERS RESTRICTED TO RIGHT SIDE OF STOREY AVE.
- 5 - AT CORNER OF TURKEY HILL RD. / MIDDLE ST.
- 6 FT. AFTER STOP LINE
- 6 - IN DRIVEWAY #406 MIDDLE RD. (R) EVEN WITH END OF DOORS, 5.5 FT. BEFORE END OF CURBED DRIVEWAY
- 7 - AT END OF DRIVEWAY #38 ROGERS ST. (L), AT BEGINNING OF STONE WALL
- 8 - 69 FT. AFTER POLE 53 (L), 54 FT. BEFORE BEGINNING OF BIGGEST BOULDER (L) AT "CUT OUT" (R)
- *RUNNERS RESTRICTED TO RIGHT SIDE OF HALE ST.
- 9 - 86 YD. AFTER "THE LITTLE RIVER NATURE TRAIL" SIGNPOST (L), 34 FT. AFTER END OF SEWER COVER (L LANE)
- 10 - IN DRIVEWAY TO "ROCHESTER ELECTRONIC" BLDG. (L); EVEN WITH BEGINNING OF SHORT CEMENT WALL TO LEFT OF NEAREST DRIVEWAY
- 11 - @ 0.1 MILE BEFORE PARKER ST. AT BEGINNING OF DRIVEWAY TO #3 MALCOLM HOYT (R), 28 FT. AFTER POLE 4 (R); AT BEGINNING OF DRIVEWAY TO BLUEGRAY BUILDING (L)
- 12 - AFTER HORSE SCULPTURE, AT MIDDLE OF DOUBLE CIRCULAR ROCK GARDEN, 1 FT. AFTER END OF RECTANGULAR GRANITE STEP IN GROUND



USA
TRIATHLON
CERTIFICATE
MA15013RN
EFFECTIVE 9/12/2015 - 12/31/2025
MEASURED BY RAY NELSON 9/10/2015



Road Running Technical Council
USA Track & Field
Measurement Certificate



Name of the course Green Stride Newburyport Half Marathon Distance 21.0975 km
 Location (state) Massachusetts (city) Newburyport
 Type of course: road race calibration track Configuration: one loop
 Type of surface: paved 100 % dirt _____ % gravel _____ % grass _____ % track _____ %
 Elevation (meters above sea level) Start 4 Finish 1 Highest 31 Lowest 1
 Straight line distance between start & finish 142 meters Drop 0.07 m/km Separation 0.34 %
 Measured by (name, address, phone & e-mail) Ray Nelson, 23B Aborn St., Cranston, RI 02905
401-270-2835 raynelson223@cox.net
 Race contact (name, address, phone & e-mail) Eli Bailin, 55 Prospect St., Amesbury, MA 01913
978-270-2026 elibailin@hotmail.com
 Measuring Methods: bicycle steel tape electronic distance meter
 Number of measurements of entire course: 2 Date(s) when course measured: September 10, 2015
 Race date: October 25, 2015 Course certification effective date: September 12, 2015
 Certification code: MA15013RN

Notice to Race Director: Use this Certification Code in *all* public announcements relating to your race.

Be It Officially Noted That

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If *any* changes are made to the course, this certification becomes void, and the course must then be recertified.

Verification of Course — In the event a National Open Record is set on this course, or at the discretion of USA Track & Field, a verification remeasurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

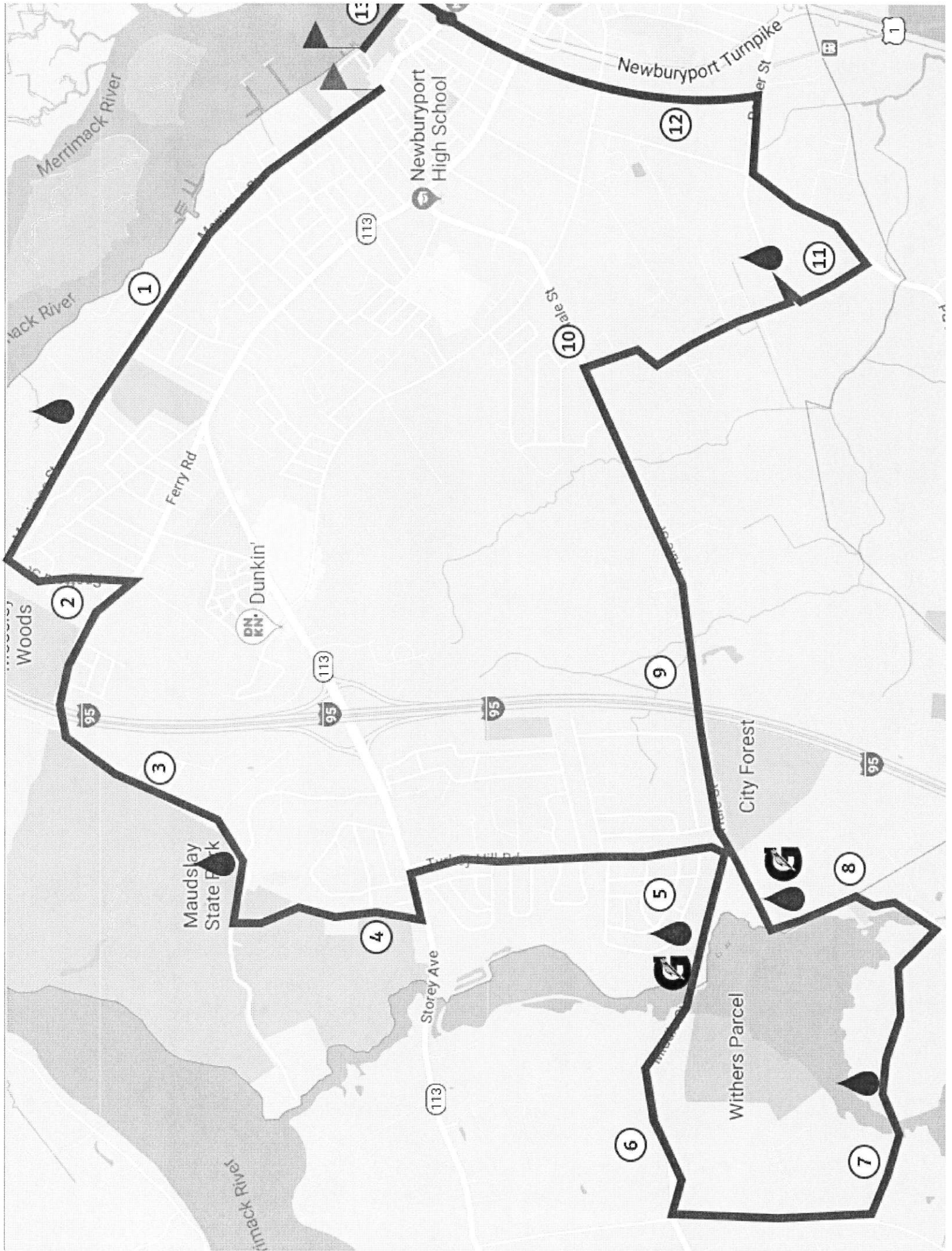
This certification expires on December 31 in the year **2025**

AS NATIONALLY CERTIFIED BY:

Ray Nelson

Date: Sept. 12, 2015

Ray Nelson – USATF/RRTC Certifier
 23B Aborn St., Cranston, RI 02905 • Phone: 401-270-2835 • Email: raynelson223@cox.net



Merrimack River

Newburyport High School

Newburyport Turnpike

1

2

3

4

5

6

8

7

9

10

11

12

Woods

Ferry Rd

Dunkin'

Maudslay State Park

Storey Ave

Withers Parcel

City Forest

Merrimack River

Merrimack River

1

B

95

113

95

95

95

113

113

1

