

PURPOSE

The purpose of this policy is to outline the policy that the Town will follow to approve requests by groups and organizations to hold road races in the Town of Upton.

POLICY

The policy of the Town of Upton is to set the requirements for what information must be submitted to the Town in order for the Board of Selectmen to issue a permit for a road race. The policy also outlines the rules and regulations each race organizer must meet. The purpose of the policy is to ensure safety of all race participants, minimize impact on residents while the race is being held, and set standards for signage and road markings.

APPLICABILITY

This policy is applicable to all groups and organizations that want to hold road races on Town roads in Upton.

IMPLEMENTATION PROCEDURE

1. Organizations interested in holding a road race must first submit an application to the Board of Selectmen's Office at least sixty (60) days in advance of the event. Applications include the race date, time, number of participants, etc. The application must include a copy of the race course, plan for use of signage during the race; plan to notify the public of the race, and any other pertinent details.
2. The application will be routed to the Police Department for an evaluation of the race course, and determination if a police detail (s) will be required. Applicants must agree to reimburse the Town for all required police details.
3. The application will then be routed to the Fire/EMS Department to determine whether or not an EMS duty crew is required. If so, applicants will be required to reimburse the Town for these services
4. The application will then be routed to the Department of Public Works so that signage needed for a race can be coordinated, and road work is not scheduled on the race course when the event is held.
5. Variable message signs may be deployed to suitable locations adjacent to the race course to inform residents and the travelling public that the race will occur, as long as emergency circumstances do not require that they be placed elsewhere. The Town may also send out a Code Red notification to residents on affected streets as a further method of notification

ROAD RACE POLICY

6. Race organizers may not use any paint material on Town roads to notify participants of the race course, or to mark imperfections in the road surface. Chalk of any color is permitted.
7. Race organizers may erect temporary signs along the race course to indicate the course direction. These signs may be put up no earlier than the day prior to the race, and must be taken down on the day of the race once it is concluded.
8. “Color runs” or the throwing of color packets or any other materials that may become litter during races is not permitted.
9. Race organizers may set up water stations along the race course, subject to approval of the Police Chief. Organizers must clean up debris as a result of such water stations.
9. The Town will endeavor to issue a permit within thirty (30) days of receipt of application.

APPROVED BY:

Board of Selectmen, Chair: Robert J. Fleming

Board of Selectmen: Kenneth E. Picard

Board of Selectmen: James A. Brochu

Original date: December 2, 2014

Revised dates: