



Linganore High School

12013 Old Annapolis Rd
Frederick, Maryland 21701
Phone: 227-203-3500 Fax: 227-203-3501
Visit us at <https://lhs.sites.fcps.org>

Principal
Dr. Michael Dillman

Assistant Principals
Marcus Allen
Kristin Coulehan
Erik Engelstatter
Raeda Zietoon

*Coordinator of Athletics
and Facilities*
Howie Putterman

August 12, 2026

Town of New Market
P.O. Box 27
New Market, MD 21772

Mayor Burhans & Members of the Town Council:

Greetings from the Linganore High School SGA! This fall our Homecoming plans will continue our annual celebration of Linganore High School. The theme for our week-long celebration will focus on LHS history of success and a focus on building our school community. The SGA has many activities planned to include the annual Homecoming Parade. The Parade is the kick-off event and for the entire Linganore Community.

We are finalizing our plans for the events and would like to have your help and support for the parade. Attached you will find detailed plans for the parade including maps and written descriptions. It is similar in design to our plans from past years. We are asking for your approval to hold the parade following these plans.

Our Homecoming week is September 26-October 3. The parade is our first event. We would like to hold the parade as follows:

Saturday, September 26, 2026- Parade steps off at 10:00 AM
partial road closing would begin at 9:15 AM
whole road would be closed step off at 10 AM until the parade is completed.

We are really looking forward to having a great parade again. We are in the process of inviting many groups and organizations to participate. We have always enjoyed a good partnership with the Town of New Market and hope to do so again.

Please feel free to contact me or our advisor with any questions, concerns, or suggestions. Our advisor is Jeremy Brown. He can be reached at 227-203-3517 or jeremy.brown@fcps.org.

Thank you for the opportunity to meet with you tonight.

Sincerely,

Sydney Hall, Class of 2027
SGA, President

Emma Mobley, Class of 2027
SGA, Vice President

approved: _____
SGA Advisor



Maryland Department of Transportation

Special Event Permit - Signature Sheet

Event Name: Linganore High School Homecoming Parade

Organizer's Acknowledgement

I/We hereby affirm that the **Organizer** of the **Event** and all **Participants** will comply with the Laws of the State of Maryland and any applicable county and municipal ordinances and will adhere to the terms and conditions set forth in the **Permit**. My/Our signature(s) below confirm that the **Organizer** and all **Participants** agree to hold harmless from any liability incurred by them or to others associated with this **Event**, or the various governmental agencies providing assistance for this **Event**. The **Organizer** may be required to obtain Liability and Property Damage Insurance with limits of at least \$300,000 per incident/\$1,000,000 aggregate.

Organizer: Linganore High School

Representative: Jeremy Brown

Signature: _____

Terms and Conditions

- 1 This Event shall adhere to the route, number of participants, and vehicles (Not more than 10% higher than the numbers on this Permit), Date(s), and times shown on Page 1.
- 2 The Organizer shall ensure the the approved **TRAFFIC CONTROL PLAN** is followed.
- 3 In the event of winter weather during the event, the MDOT SHA will require access to all State Highways for weather related operations. This may require cancellation of the event.
- 4 Immediately following the event, the Organizer shall clean up all litter, temporary signs and other event materials and return the roadway to a condition equal to or better than its condition before the event.
- 5 Additional Stipulations:

Agency Approvals

Before signing and giving approval for your agency, consider the following:

- 1 Ensure you have the approval authority to sign for your agency to commit manpower and resources.
- 2 Ensure you have looked over the entire application package, including Route Map, Cue Sheets and Traffic Control Plan. If you identify any problems, have the event Organizer address them prior to signing.
- 3 If reimbursement is required, ensure you have mutually agreed upon the amount (In writing) and terms under which payment will be made.

Local Government / Police

Town of New Market

Agency Name	Signature	Print Name	Date
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Local Government / Police

Frederick County Sheriff's Office

Agency Name	Signature	Print Name	Date
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Local Government / Police

Agency Name	Signature	Print Name	Date
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Maryland State Police

	Signature	Print Name	Date
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MDOT SHA

	Signature	Print Name	Date
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Maryland Department of Transportation

Special Event Permit - Data Sheet

Event Name:	Linganore High School Homecoming Parade		
Submittal Date:			
Start Date:	9/26/2026	End Date:	9/26/2026
Start Time:	10:00 AM	End Time:	10:30 AM
Purpose/Type:	Parade		
Organizer:	Linganore High School		
Contact Person:	Jeremy Brown	Daytime Phone:	237-203-3517
Address:	12013 Old Annapolis Road	Evening Phone:	301-471-1239
	Frederick, MD 21701	Email Address:	jeremy.brown@fcps.org
Number of Participants:	300	Number of Vehicles:	20
		Rain/Snow Date:	none

Proposed Route (Written Description)

Parade will follow Main Street (route 144) from the sewage treatment access road at Bye Alley to Third Alley next to the New Market Fire Department

Will you be occupying all or part of a travel lane?	No ☐	Yes ☒	
Will you be closing all or part of a roadway?	No ☐	Yes ☒	
Have you enlisted local police assistance ?	No ☐	Yes ☒	Number
Have you enlisted Maryland State Police assistance?	No ☒	Yes ☐	Number

THE EVENT ORGANIZER IS RESPONSIBLE FOR OBTAINING LOCAL AND/OR MARYLAND STATE POLICE ASSISTANCE AND APPROVAL SIGNATURES

Place an "X" on the line next to the MDOT SHA District(s) your event will take place in.

District 1	Dorchester / Somerset / Wicomico / Worcester	☐
District 2	Caroline / Cecil / Kent / Queen Anne's / Talbot	☐
District 3	Montgomery / Prince George's	☐
District 4	Baltimore / Harford	☐
District 5	Anne Arundel / Calvert / Charles / St. Mary's	☐
District 6	Allegany / Garrett / Washington	☐
District 7	Carroll / Howard / Frederick	☒

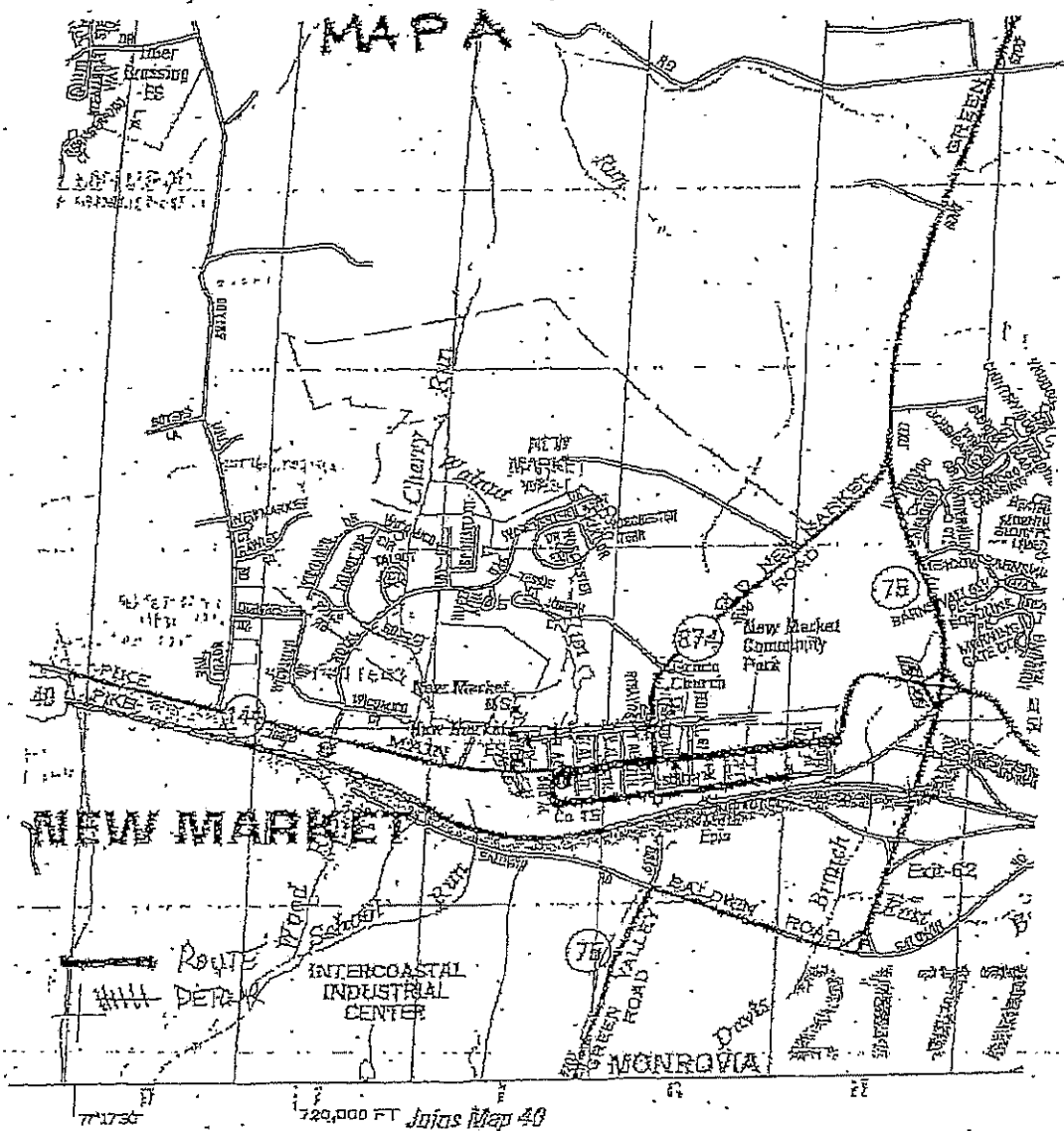
Attach The Following

- ☐ Map of affected routes
- ☐ Cue sheets (If Available)
- ☐ **TRAFFIC CONTROL PLAN** - Including details on how intersections will be controlled and by whom, a detour plan, locations of police officers, locations of marshals/volunteers, and locations of traffic control devices.
- ☐ Other Event Details:

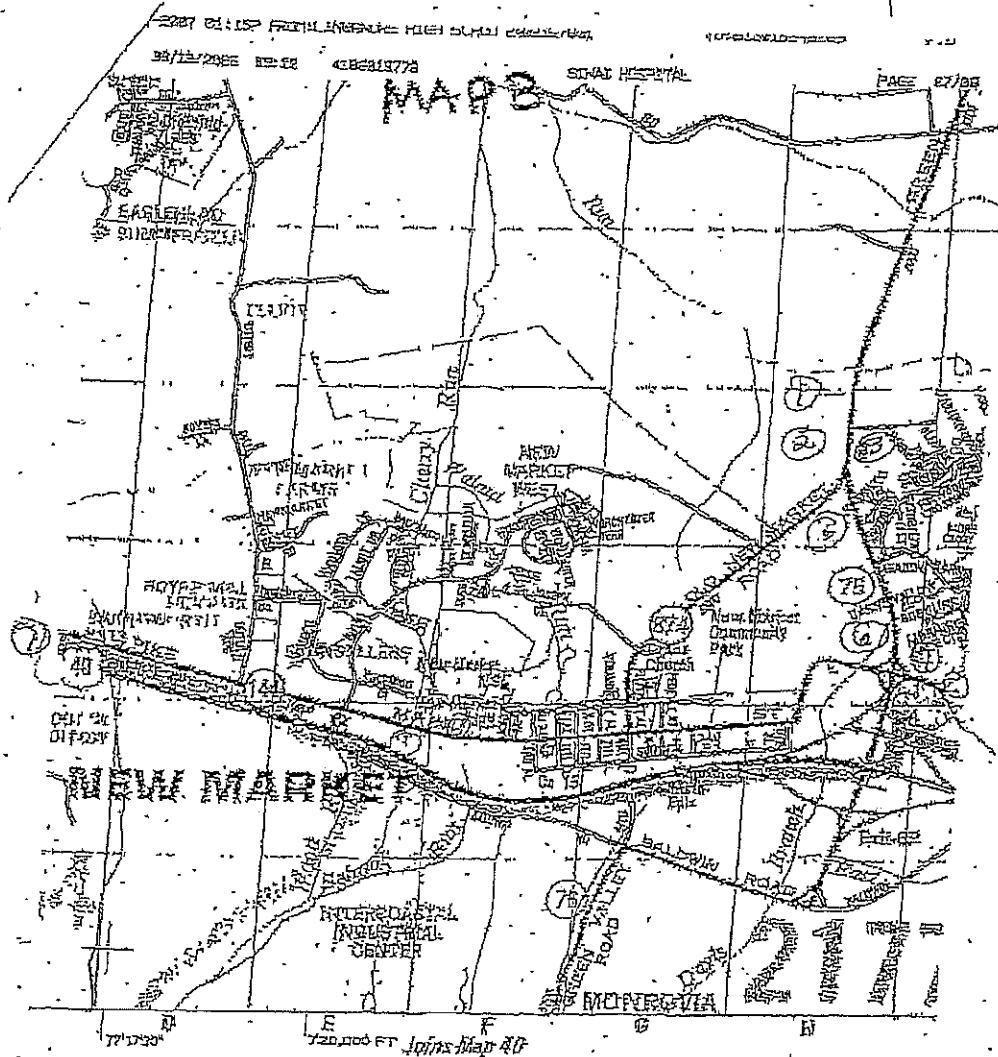
(Contact the MDOT SHA District Office in which the majority of your event takes place to determine if any additional information is required.)

Submit completed DATA SHEET and SIGNATURE SHEET to the MDOT SHA - NO LATER THAN 60 DAYS PRIOR TO YOUR EVENT

Map A: Parade route

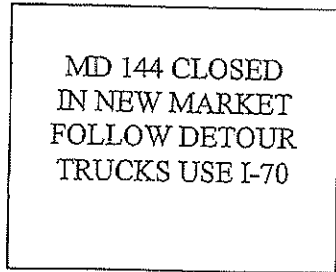


Map B: Sign Placement Locations



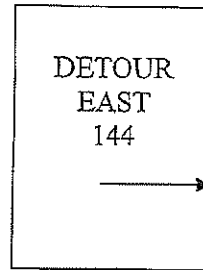
Attachment C: Traffic Alert Signs

#1-



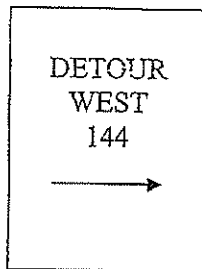
4 Signs

#5



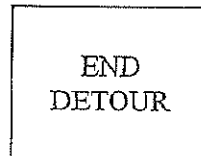
1 sign

#2-



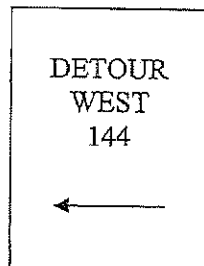
2 Signs

#6



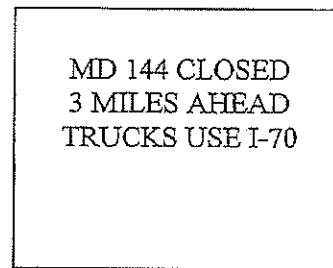
2 signs

#3-



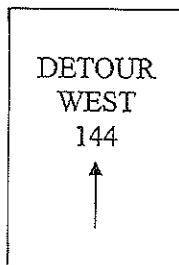
1 Sign

#7



1 sign (in advance of EX 59)

#4-



1 sign

Linganore High School Homecoming Parade

Parade will line up from Bye Alley going East on Rt. 144

Parade will travel west down Main Street (MD Rt. 144) to Third Alley next to the New Market Fire Department where it will end.

Traffic traveling East will be detoured onto Emory Alley and then right onto North Alley where it will exit left onto MD Rt. 874, Old New Market Road.

Truck traffic traveling East will be turned around at New Market Elementary School and detoured back to I-70.

There will be directional signs placed at the turnaround at NMES and another site West of town stating: *East 144 truck detour. Use I-70.*

There will be flaggers at:

North Alley and Rt. 874

Emory Alley and North Alley

Emory Alley and Rt. 144

At the conclusion of the parade the participants will continue from the New Market fire hall and down South Alley to the starting point to disperse.

Police and/or Fire Police will be required at the following locations:

- MD 75 and MD 144 with cones for no turns onto West bound MD 144
- MD 144 at New Market Elementary School
- MD 874 and MD 144
- Emory Alley and MD 144
- Emory Alley and North Alley
- North Alley and MD 874

Attachments:

Map A:

Parade route

East bound traffic detour

Map B:

Sign Placement Locations

Attachment C:

Traffic Alert Signs