

EVENT PERMIT FORM

TOWN OF NEW MARKET - TEMPORARY USE PERMIT



For Office Use Only:

Fee Paid: \$ _____ Check #: _____ Cash: _____

2138

_____ Filing Fee: 85\$ - Fees for Town Sponsored Events shall be waived.

Submittal Check list:

Applicant Name (committee or entity or individual)

Christmas in New Market Volunteers

Contact Person for the event / the Event Coordinator.

val vinson

phone # 443-745-6551 email valvinsonhomes@gmail.com

Is the event public? Yes ☒ No _____

(Private events for which tickets and/or liquor are sold to the public are considered public events)

Is the event town sponsored? Yes ☒ No _____ (see signature block below if yes)

Location of the use (include property addresses)

Main Street - Parade start at NMMS and travel east along Main st/Rt 144 to Marley St

Zoning of the event property site _____

Owner of property on which the event will occur:

phone # _____ email _____

Owner's Signature. By signing the property Owner gives permission for the use/ events on the property _____

Provide Sketch Plan attachment See attachments

Application date 9/3/26

Temporary Use Date 12/5/26 Duration of use/event/festival, hours; 1-3PM

Proposed Uses: including entertainment, sale of food, sale of alcohol, vendors, etc; _____

Christmas parade

Requested use of public facilities requested- if any, rest rooms, etc.;

Estimated number of Attendees 800 total _____ at a time

Parking provisions: Estimated number of spaces needed _____ at one time.

Location of parking for participants:

Signatures - if needed - if on other private parcels will be used for parking, provide signatures from owners stating permission for use

Request for Reservation of town park structures? Yes ☒ No _____ attached signed form

Request for Special Traffic, security, and clean-up provisions, Yes ☒ No _____ if yes what:
Frederick county Sherriff's office special events and MDOT

Are any public street closures requested? Yes ☒ No _____ if yes what:
See Map and document attached

Provide a copy of current permit numbers for all vendors and temporary toilet providers:

Any Proposed Temporary structures Yes _____ No ☒ Provide information on size, location and specifications for all temporary structures over 10'x10' or that include heat sources, temporary electrical connections and or stages.

For Office Use Only:

Other approvals required: Yes/ No

For Office Use Only:

Zoning Administrator

Town Council approval - if required

Approved: _____

Approved: _____

Disapproved: _____

Disapproved: _____

Conditions: _____

Conditions: _____

NEW MARKET CHRISTMAS PARADE
Parade Route Details
Page 2 of 2

Attachments:

Map A:

- Parade Route
- Road Closure Details

Map B:

- Sign Placement Locations

Attachment C:

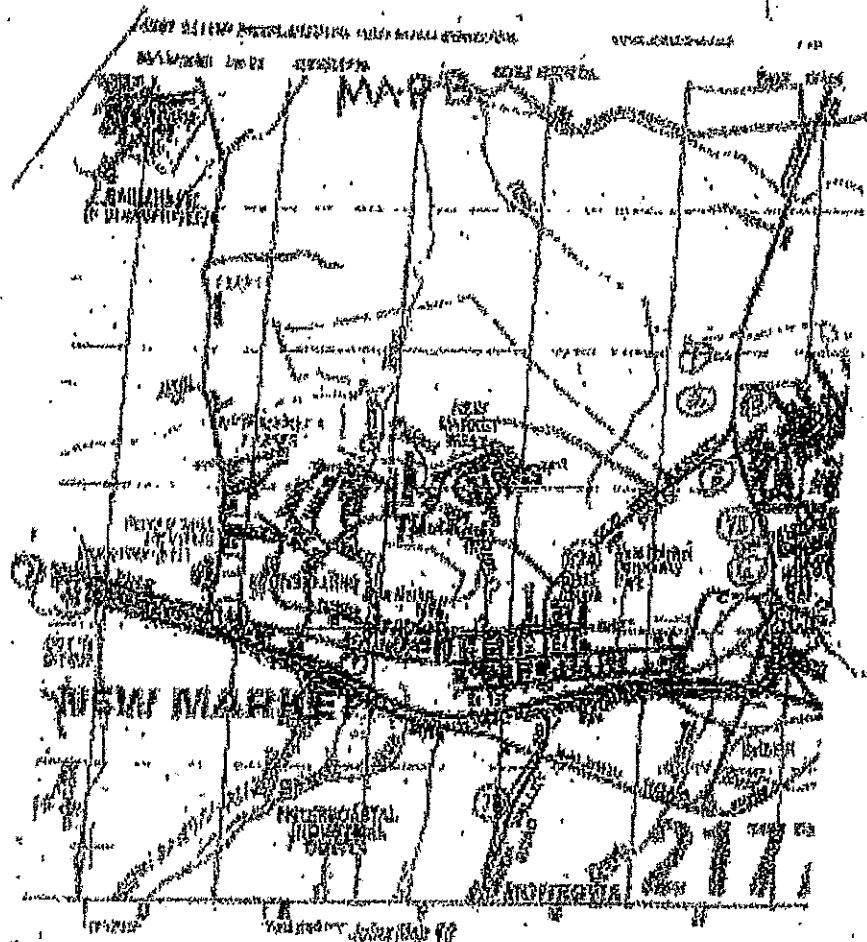
- Traffic Alert Signs

Map A: Parade Route & Road Closures



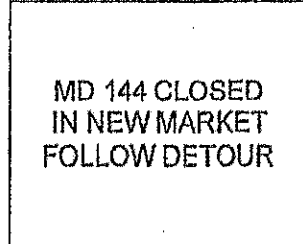
-  Parade Route
-  Police/Fire Police Required Locations/Road Closures
-  Folding Road Closed Signs – Day of Event

Box 2: River Placement, Legality

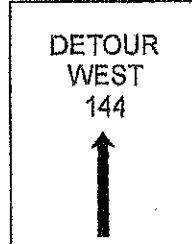


Attachment C – Traffic Alert Signs

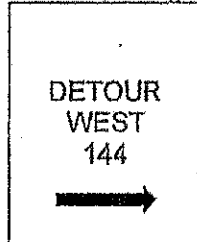
SIGN 1 – 4 signs needed



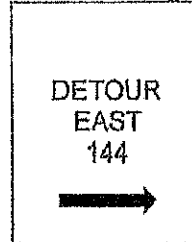
SIGN 4 – 1 sign needed



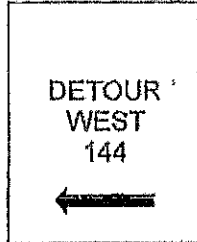
SIGN 2 – 2 signs needed



SIGN 5 – 1 sign needed



SIGN 3 – 1 sign needed



SIGN 6 – 1 sign needed



SIGN 7 – 1 sign needed (In advance of Exit 58)

