

RAYNES FARM USE APPLICATION
EXETER, NH

Any use or activity with more than **10** participants on the Raynes Farm property requires an approved Use Agreement from the Exeter Conservation Commission (ECC). Use of the barn by any number of participants requires an approved Use Agreement from the ECC. For more information or questions about this application contact (603) 418-6452.

Event date(s): _____

Start Time/End Time (if different in different dates, please specify): _____

Expected number of participants: _____

Name of Applicant and Organization: _____

Address: _____ Town: _____ State: _____

Email: _____ Phone: _____

Contact Person and phone # during the event: _____

Will electricity be needed? Yes No

Barn Access Requested: Yes No

A. Description of Event.

Please describe your event:

Please describe the parking plan, including the number of spaces required and other pertinent information (e.g., police detail, signs, overflow plan, etc.):

Will your event involve any of the following? (Please check all that apply and provide necessary documentation or permit)

- Food/beverage concessions/vendors/sales
- Alcoholic beverages - Provide Copy of State Permit. NH State permit required; (603) 271-3523
- Electronic sound amplification equipment, speakers, public address system. Must follow noise ordinance.
- Propane/Charcoal BBQ grills - Provide Documentation of Exeter Health Officer Approval. Contact James Murray at jmurray@exeternh.gov; (603) 773-6132
- Electrical set up/ electrical cords run to the site (Provide Documentation of Electric Inspector Approval. Contact Tim Tregga; (603) 773-6112
- Fire pits, bonfires, kindle fire, campfire and other outdoor burning (Provide Copy of Permit from the Exeter Fire Department; (603) 772-1212)
- Tents/canopies If so, list quantity and size _____
- Animals at the event. If so, describe _____
- Motorized Vehicles. If so, describe _____

B. Use Agreement Regulations

The purpose of these regulations is to ensure the safety, enjoyment of the users of Raynes Farm and the preservation of the agricultural, natural, and cultural resources of this property. Any of these regulations may be waived by the Conservation Commission upon written justification. Please initial each of the regulations below to acknowledge your acceptance of terms.

- _____ Any use or activity with more than **10** participants on the property requires an approved Use Agreement from the Exeter Conservation Commission.
- _____ Commercial events are not permitted without Conservation Commission approval.
- _____ Fees for the use of Raynes Farm are determined on a case-by-case basis. Typically, this is a small percentage of the proceeds or a flat fee. All money goes to the maintenance and stewardship of the Raynes Barn and land.
- _____ Events must be timed so as not to interfere with agricultural activities of the property.
- _____ Maximum barn occupancy shall be limited to **50** participants at any time.
- _____ Each function is required to include an educational component that addresses the agriculture, historic, or natural resources on the property (contact the Town Natural Resource Planner and Exeter Conservation Commission for assistance in developing this, if needed).
- _____ Parking is limited to the gravel parking lot unless an alternate parking plan is approved by the Conservation Commission.
- _____ Applicants are required to contact the Exeter Police Department ([\(603\) 772-1212](tel:6037721212)) to determine whether a police detail for traffic control is required and are responsible for associated costs.
- _____ Events lasting more than 3 hours are required to provide one portable toilet for every 50 participants.
- _____ Applicants are responsible for trash removal during the event.
- _____ Applicants are required to restore the site to pre-existing conditions within 48 hours of the event.
- _____ No smoking is permitted onsite. Events providing alcohol must get prior approval from the Conservation Commission and abide by local and State regulations. (NH State permit required).
- _____ Applications must be submitted to the Exeter Conservation Commission following the meeting submission deadlines found on the [Town of Exeter Conservation Commission webpage](#).

C. Certificate of Insurance. The Town requires liability insurance to be submitted with this completed application. Required amounts: General Liability/Bodily Injury/Property Damage: \$300,000/\$1,000,000. The Town must be listed as additionally insured.

D. Signatures and Approval

I have read the attached regulations and fees governing the use of Raynes Farm and pledge that the organization and/or individuals for which this application is intended will faithfully execute those rules and assume total responsibility in connection therewith.

Applicant Signature: _____ Date: _____

Submit application to **Exeter Planning Department, 10 Front Street, Exeter, NH**; checks made payable to **Exeter Conservation Commission**.

Applications must be received by the meeting deadline. Applicants must be present at the Conservation Commission meeting for the Commission to act on an application.

This application conforms to the use limitations for Raynes Farm and is hereby approved, subject to the exceptions as stated:

Chair, Exeter Conservation Commission: _____ Date: _____

..... (If road detail is required)

Chief of Police: _____ Date: _____

This permit is issued for the purpose indicated and shall be valid only during the times/dates indicated above.