



HURON COUNTY PUBLIC HEALTH

Application for Mass Gathering Permit

Authority granted under Ohio Revised Code (ORC) 3709.20 and 3709.21

Mass Gathering Rules & Definitions

- A. "Temporary Mass Gathering" means an assembly of 500 or more people for a limited time which is not sponsored by the state or any of its political subdivisions nor any agency of either and which continues for 8 hours or more in a place which is not designed and constructed for such type of assembly and is not a recreational vehicle park, combined park-camp, or temporary park-camp.
- B. No person shall operate a temporary mass gathering unless a permit has been issued for the gathering by the Board of Health. "Person" means an individual, partnership, association, syndicate, company, firm, trust, corporation, or any other legal entity.
- C. The location shall not have inadequate surface water/storm water drainage.
- D. The grounds shall be kept in reasonably dry conditions.
- E. Adequate signage shall be posted to identify all facilities.
- F. Water supply shall be of potable quality. Water hauled in shall be from an approved source.
- G. Toilet facilities shall be conveniently located.
- H. Portable toilets shall be in the ratio of not less than one unit per 100 persons in attendance.
- I. Adequate sanitary facilities shall be provided and maintained for the storage and collection of solid waste.
- J. Solid waste containers shall be emptied in an approved manner as often as necessary to prevent insect, rodent, odor, or other nuisance conditions.
- K. Parking facilities, off public roadways, shall be provided to fully serve all reasonably anticipated requirements at a rate of no more than 100 passenger cars per usable acre or 80 buses per usable acre.
- L. A temporary gathering site shall be provided with a network of interior roadways of sufficient width which are always kept clear for service and emergency vehicles and the site shall be serviced by access roads which will permit an adequate flow of traffic and ensure the free passage of emergency vehicles.
- M. Owner/operator of event shall immediately abate all nuisance or unsanitary conditions at the site.

**A COMPLETE APPLICATION MUST BE FILED 45 DAYS PRIOR TO DATE OF EVENT(S), AND
15 DAYS PRIOR TO FIRST DAY OF ADVERTISING.**

Continue application on next page.



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Person applying for permit (*responsible party*): Name: _____

Address: _____

City/Zip: _____

Phone: _____

Alternate Person: ----- Name: _____

Address: _____

City/Zip: _____

Phone: _____

Property Owner: ----- Name: _____

Address: _____

City/Zip: _____

Phone: _____

Location of Property

City, Village, or Township: _____

Section No. _____

Street Address (*if applicable*): _____

Lot No. _____

Details of Event(s):

Date(s) of Event: _____

Time(s): _____

Estimate of Attendance: _____

Gate Count from Previous Events (*if applicable*):

Date(s): _____

Number: _____

Date(s): _____

Number: _____

Date(s): _____

Number: _____

General Information

1. What is the surface material of the event space? Will the surface be able to be adequately drained of rain/storm water if needed and be kept in reasonably dry condition? Please explain.

2. Are bathrooms and/or port-a-john's available for attendees? If utilizing port-a-john's, how many will be available at the event? How will sewage/wastewater be disposed of? Please explain.



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3. Describe the potable water supply that will be available for the event.

4. Describe the number and location of all handwashing facilities that will be available.

5. Will food service be available at the event? If so, who/what is providing the food service? Will food service be available free of charge, or will there be a menu with set prices available for attendees? Please explain in the space below.

6. Describe the storage and collection of solid waste on the premises. How will solid waste be removed from the event space? Please explain in the space below.

7. How much space will be designated for parking? How many vehicles will the facility be able to accommodate? Please explain in the space below.

Continue application on next page.



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Design Layout for Event Space

1. Please submit a to-scale design layout for the gathering space where event will occur.
2. Design does not have to be professionally drafted, but should be to-scale and drawn out on graph paper.
3. Required items to include:
 - a. Total area to be used for the gathering.
 - b. Entrances and exits.
 - c. All interior roadways.
 - d. Method and design for drainage of surface and storm water if pre-existing drainage is present.
 - e. Location, number, and type of all toilet facilities, plumbing fixtures, wastewater receptacles, and method of disposal.
 - f. Solid waste storage and collection facilities.
 - g. Location of medical and/or first-aid supplies.
 - h. Location, number, and design of any drinking water supply.
 - i. Location, number, and design of electrical systems if applicable, and any other facilities that may be needed for the protection of health and safety.

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For questions or additional information, please contact HCPH Environmental Health Division via email at environmental@huroncohealth.com or by phone at 419-668-1652 ext. 239.



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