



City of Bangor, Maine  
Permit Application

## Parades and Public Assemblies

*The following sections serve only as a simplified guideline. Please read the City Ordinance, Chapter 6, Article 11 and 11-A, for actual language and definitions. Please call the Police Department at 947-7384, or the City Legal Department at 945-4400, if you have questions.*

### You Probably Need A Permit If:

- You wish to have a parade, march, demonstration, or motorcade of persons, animals, or vehicles upon the public streets, sidewalks, or parks of the city, and your activities interfere with, or have the tendency to interfere with the normal flow or regulation of vehicle or pedestrian traffic.
- You wish to have a public assembly, meeting, demonstration, picket line, or rally of three or more persons upon the public streets, sidewalks, or parks of the city, and your activities interfere with, or have the tendency to interfere with the normal flow or regulation of vehicle or pedestrian traffic, or that has a tendency to interfere with access of any person to public or private premises.

### You Do Not Need A Permit If:

- The event will be held on private property and you have the permission of the property owner.
- For normal pedestrian and vehicular use, and use of city parks as determined by their design.
- Funeral processions.
- School events under the supervision of proper school authorities.
- Activities of a government agency acting within the scope of its functions.
- For spontaneous events occasioned by news or affairs coming into public knowledge within three days prior to such parade or public assembly, provided that any organizer of such events gives written notice to the Chief of Police or his designee at least twenty-four hours prior to such parade or public assembly.

### How To Apply For A Permit

- **This application will become your permit. Please fill out the form clearly, and provide all requested information.**
- Please provide the information requested in the boxes A, B, C, E, and F. If your public assembly will move from one point to another (a parade), please provide the information requested in box D.
- When you have completed filling out the form, sign the application on page 3. If you do not sign your application in front of a clerk at the police station, you must have your signature notarized. You must return pages 2, 3, and 4.
- Please file your application at least 7 days, but no more than 30 days before the date of the parade or other activity. Under certain conditions, waivers to the 7-day requirement can be obtained from the Chief of Police.

### If Your Application Is Denied

- The Chief of Police will review your application to see that it complies with the City Ordinance. If your request is not in compliance, or if you will be required to pay additional costs associated with providing public safety, you will be notified promptly. Additional costs are not charged for non-commercial events conducted for the purpose of public issue speech under the provisions of the First Amendment of the United States Constitution.
- You will have the right to appeal the decision of the Chief of Police to the City Manager. The appeal must be made within 5 days of the application denial. The City Manager will respond within 2 days of receiving the appeal.

# Parade or Public Assembly Application & Permit

**(A) Permit Applicant Information** Phone # \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(B) Chairperson Information** Phone # \_\_\_\_\_

Same as above

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Authorizing Authority Use Only**

Parade  Assembly  Picket  Targeted Residential  
 Denied  Approved Date Notified \_\_\_\_\_

**Condition Or Permissions**

Applicant must check with City Clerk to determine if other permits are necessary for this event (food vendor, insurance, etc.)

**(C) Event Information**

Date of Assembly \_\_\_\_\_ Time Assembly Starts \_\_\_\_\_ AM/PM Time Assembly Ends \_\_\_\_\_ AM/PM

Assembly Point \_\_\_\_\_

Please Indicate The Approximate Number of Each: Participants \_\_\_\_\_ Spectators \_\_\_\_\_ Vehicles \_\_\_\_\_ Animals \_\_\_\_\_

Describe Type of Event Planned \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If This Public Assembly Will Occupy A Roadway, What Part of The Roadway Will Be Used? \_\_\_\_\_  
\_\_\_\_\_

**(D) Parade Information**

Time Parade Starts \_\_\_\_\_ AM/PM Time Parade Ends \_\_\_\_\_ AM/PM

# of Parade Units \_\_\_\_\_ Distance Between Units \_\_\_\_\_ Disbanding Point \_\_\_\_\_

Please Describe The Route To Be Traveled \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Send Copies To:  City Manager  City Attorney  Public Works Director  Fire Chief  
 The Bus  Police Patrol Division  Chamber of Commerce

**(E) Additional Information**

Please describe any recording equipment, sound amplification equipment, banners, signs, or other attention-getting devices to be used.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Describe any public facilities or equipment to be utilized.

\_\_\_\_\_  
\_\_\_\_\_

Please include any other information that you feel may be helpful in considering this application.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*If this parade is held by, or on behalf of, any person other than the applicant, then the applicant must attach a letter from that person authorizing the applicant to apply for the permit on their behalf.*       Letter attached.

**(F) Organizational Information**

If this event is being sponsored by an organization, please fill in this section and list the names of all authorized and responsible heads of the organization.

<b>Organization</b>	<b>Phone #</b>	<b>Responsible Head #1</b>	<b>Phone #</b>
Name: _____	_____	Name: _____	_____
Address: _____	_____	_____	_____
Address: _____	_____	_____	_____

<b>Responsible Head #2</b>	<b>Phone #</b>	<b>Responsible Head #3</b>	<b>Phone #</b>
Name: _____	_____	Name: _____	_____
Address: _____	_____	_____	_____
Address: _____	_____	_____	_____

Signature of Applicant \_\_\_\_\_, Date \_\_\_\_\_

Please mail my permit to me.     I will pick up my permit at the police station (we will notify you when it is ready.)

<b>Clerical Use Only</b>	Date Received _____	By: _____	<input type="radio"/> Application Reviewed
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## Permit

*When signed by the authorizing authority below, this application becomes the permit for the requested activity. The parade or public assembly chairperson, or other person heading such activity, shall be present and shall carry this permit upon their person at all times. Pages 2-4 of this application and permit must be presented upon the request of any law enforcement officer.*

\_\_\_\_\_  
Ronald K. Gastia, Chief of Police

\_\_\_\_\_  
Date

### Penalties

- Any person, firm, corporation convicted of violating any of the provisions of Chapter VI, Article 11 of the Laws and Ordinances of the City of Bangor, shall be fined in an amount not exceeding \$100. The maximum fine shall be increased to \$500 for each repeat offense within a one-year period. Each day's violation for which a separate citation is issued shall constitute a separate offense.

### General Prohibitions

- It is a violation for any person to stage, present, or conduct any parade or public assembly without first having obtained a permit.
- It is a violation for any persons to participate in a parade or public assembly for which a permit has not been granted.
- It is a violation for any person in charge of, or responsible for the conduct of, a licensed parade or public assembly to knowingly fail to comply with any condition of this permit.
- It is a violation for any person to engage in any parade or public assembly activity that would constitute a substantial hazard to the public safety or that would materially interfere with or endanger the public peace or rights of residents to the quiet and peaceful enjoyment of their property.
- It is a violation for any person participating in any parade or public assembly to carry or possess any length of metal, lumber, wood, or similar material for purposes of displaying a sign, poster, plaque or notice, unless such object is one-half inch or less in thickness and two inches or less in width, or if not generally rectangular in shape, such object shall not exceed three-fourths inch in its thickest dimension.
- It shall be a violation for any person to carry any sign, poster, plaque, or notice, whether or not mounted on a length of material as specified above, unless such sign, poster, plaque, or notice is constructed or made of a cloth, paper, or cardboard material.
- It shall be a violation of this ordinance for any person participating in a parade or public assembly to utilize sound amplification equipment at decibel levels that exceed those limits imposed by Chapter VII, Article 17, Laws and Ordinances of the City of Bangor.
- It shall be a violation of this ordinance for any person participating in a parade or public assembly to ride, drive, or cause to be ridden or driven any animal or any animal-drawn vehicle upon any public street, unless specifically authorized by this permit.

### Prohibitions For Residential Areas

- Except with the prior consent of all occupants of the residence or dwelling concerned, no person shall organize, participate in or engage in a targeted picket on any public street, park or sidewalk within 300 feet of the residence or dwelling of any individual in the City of Bangor. For this purpose, the distance to such residence or dwelling shall be measured from the picket's location at the time of the picket to the nearest exterior property line of the residence or dwelling concerned.
- Except with the prior written consent of all occupants of the residence or dwelling concerned, no person participating in a parade or public assembly for which a permit has been issued shall, as part of that parade or public assembly, intentionally pass within 300 feet of a residence or dwelling, more than twice during any single day's event, if the residence or dwelling concerned or its occupants are targeted by the parade or public assembly. For this purpose, the distance to such residence or dwelling shall be measured from the route or location of the parade or public assembly to the nearest exterior property line of the residence or dwelling concerned.
- In all cases in which the exterior property line of a targeted residence or dwelling is not evident from boundary markers, fence lines, or other indicia visible at the location concerned, the exterior property lines of the residence or dwelling shall be deemed to be located as depicted in the City of Bangor tax maps as kept and maintained in the office of the City Assessor. It shall be the affirmative obligation of any person organizing, sponsoring or participating in a picket, parade or public assembly targeted at a specific residence or dwelling to ascertain the location of such property lines prior to such picket, parade or public assembly. Mistakes concerning the location of such property lines arising from failure to ascertain their location as required herein shall not be a defense to prosecution under this ordinance.

### What Constitutes A Targeted Residential Picket Or Parade?

- "Targeted" means activity that is directed at a particular residence or dwelling or the occupants thereof, including but not limited to the following activities.
  - Naming an occupant of the targeted residence or dwelling in signs, banners, posters or written or printed information carried, displayed or distributed by one or more pickets.
  - Protesting a specific occupation or activity regularly engaged in by an occupant of the targeted residence or dwelling.
  - Inviting members of the public to confront an occupant of the targeted residence or dwelling concerning past or prospective conduct, acts, or omissions to act by the resident concerned.
  - Intentionally obstructing or making more difficult an occupant's ingress to or egress from the targeted residence or dwelling.
- "Targeted residential picket" means a targeted picket conducted in violation of Chapter VI, Article 11-A or the Laws and Ordinances of the City of Bangor.