

**CHAPTER 10****RULES AND REGULATIONS GOVERNING MASS GATHERINGS OF PERSONS FOR THE PURPOSE OF MUSICAL OR PUBLIC ENTERTAINMENT****Authority**

N.J.S.A. 5:11-1 et seq.

**Source and Effective Date**R.1972 d.156, eff. August 9, 1972.  
See: 4 N.J.R. 158(b), 4 N.J.R. 216(a).**Chapter Expiration Date**

Chapter 10, Rules and Regulations Governing Mass Gatherings of Persons for the Purpose of Musical or Public Entertainment, expires on July 1, 2006.

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**SUBCHAPTER 1. GENERAL PROVISIONS****8:10-1.1 Definitions**

The following words and terms, when used in this Chapter, shall have the following meanings, unless the context clearly indicates otherwise.

"Approval" means approval to conduct or promote a mass gathering as defined in the Act and these rules and regulations shall mean the obtaining of a valid written permit issued by the Mass Gathering Review Board.

"Board" means Mass Gathering Review Board established in the State Department of Health.

"Mass gathering" means a mass gathering of 3,000 or more people which without discontinuing or disbanding continues or is planned to continue in excess of 18 hours. The Act does not apply to such mass gatherings when hotel

or motel accommodations have been arranged for the participants.

"Person" means individuals, groups of persons, corporations, companies, partnerships, associations, societies, firms, governmental unit or agency of State or local government, or any combination thereof.

**8:10-1.2 Administration**

(a) Any person desiring to conduct or promote, by advertising or otherwise, a mass gathering shall file with the Board a written application for a permit at least 15 days before the first day of advertising, and at least 30 days before the first day of the mass gathering.

(b) All applications shall be in such form as prescribed by the Board and shall be accompanied by the required filing fee, which shall be \$1,000.

(c) Fifteen days prior to submitting the completed application to the Board, the applicant shall submit a copy of the application to the appropriate municipal governing body including, but not necessarily limited to, appropriate zoning officials, in which the mass gathering is intended to be held.

(d) The municipal governing body shall then have 15 days to prepare a statement of recommendation or to prepare a detailed summary of objections to the proposed application.

(e) The permit application shall include the following information:

1. The applicant's full name, residence, telephone number, and post office address, and whether such applicant is an individual, partnership, firm, corporation, or a governmental unit or agency thereof. With the exception of a governmental unit or agency of the State or local government, all applicants shall submit a financial statement with their application;

2. A diagrammatic sketch plan of the proposed site of the mass gathering showing the locations and dimensions of the proposed service roads, potable water facilities, sanitary facilities, sewage disposal facilities, medical service facilities, distribution of security personnel, and provisions for food storage, as well as camping facilities and projected plans for enclosure, if necessary, of the proposed site;

3. The application shall require a statement by municipal, county and State police and highway authority that reasonable access to public highways is available;

4. A statement of the purposes of the gathering and a program of events scheduled;

5. A statement from the municipal governing body in which the mass gathering is intended to be held. If said governing body opposes the granting of such permit, then

a detailed summary of its objections must accompany the application;

6. A statement granting the permission of the owner of the property on which the gathering is to take place. If the premises are not owned by the applicant, then the names of the lessor or licensor and a copy of the lease or license shall be attached;

7. A statement of the number of persons expected to attend such event and the duration of such attendance;

8. The specific details, including certified copies of contracts entered into, of provisions relating to:

- i. Food and drink;
- ii. Sanitary facilities;
- iii. Transportation and parking facilities;
- iv. Security and protection of surrounding areas, including specific reference to the number of guards or special police assisting in the control of traffic and supervision of those attending. The contract should indicate the number of security guards in shifts to cover the event from a period of three days prior to the event until the area is cleaned and evacuated after the event;
- v. On site medical facilities and hospital care;
- vi. Janitorial services and post gathering trash removal. A contract indicating the number of janitorial and clean-up personnel in shifts to cover the area prior to the event, during the event and until the area is evacuated;
- vii. Outline of the action to be taken to insure the clean-up and restoration of the area at which such event takes place within 48 hours after the close of the event;
- viii. A plan for fire protection and prevention approved by the State fire marshal, the State fire warden and the municipality.

9. A statement containing the names of licensed ticket printers to be used and the plans for assuring the return of monies upon the termination or cancellation of the event as well as the means of notifying potential and existing ticket holders of such cancellation;

10. Examples of proposed advertising of the event, if any;

11. A certified copy of the bond or verified evidence of other suitable financial arrangements, as hereinafter required, must be attached to the application to include:

- i. Reimbursement to ticket purchasers in the event of termination or cancellation of the event or of the failure of the applicant to conduct the event as proposed and advertised;

ii. Clean-up and restoration of the area at which such event takes place within 48 hours after the close of the event;

iii. The said bond or other suitable financial arrangements shall be in accordance with the following formula: (Number of tickets printed) x admission fee for each ticket printed + \$2.00 per printed ticket = minimum amount of bond or other security.

12. A policy covering liability; personal property and bodily damage.

(f) Designated representatives of the Board shall be permitted to inspect at any time the site of the mass gathering for the purpose of investigating an application and for the purpose of insuring compliance with the provisions of the Act and the established rules and regulations.

### 8:10-1.3 General site layout

(a) The site for a mass gathering shall be provided with adequate and convenient access for the ingress and egress of traffic from the public highway.

(b) Service roads shall be so located and constructed as to permit convenient and safe movement of traffic. An alternate egress road shall be provided in areas where there is a potential forest fire hazard. Service roads shall be kept open so that vehicles servicing the area will be unrestricted.

(c) Service roads and parking areas shall be composed or consist of suitable materials to provide stability.

(d) Service roads shall be properly drained, maintained in repair, and be surfaced or treated to prevent dust hazards.

(e) No campsite shall be within 50 feet of a public highway right-of-way, nor within ten feet of a property line.

(f) Each campsite shall be well-drained and laid out in such a manner as to provide sufficient open and graded space for the accommodation of camping units.

(g) Adequate parking space shall be provided for all mobile campers, which will not interfere with the convenient and safe movement of traffic.

(h) Adequate and properly designated Parking Areas shall be provided for all other automobiles or vehicles used in attending and servicing the mass gathering. Such automobiles or vehicles shall be orderly parked to permit convenient and safe ingress and egress of traffic from the service roads.

(i) The campsite density and occupancy shall conform with the requirements of Section 3, Chapter XI, Campgrounds of the New Jersey State Sanitary Code.

(j) Fireplaces, if provided, shall be located in safe and convenient locations where they will not constitute fire hazards to vegetation, undergrowths, trees and camping units.

**8:10-1.4 Water supply and distribution**

(a) The water supply and distribution system shall conform with the requirements outlined in Section 4, Chapter XI, Campgrounds of the New Jersey State Sanitary Code, and the following additional safeguards shall be carried out:

1. A minimum of five gallons of water per person per day shall be provided;
2. Water shall be obtained from a source or sources meeting standards of potability accepted by the State Departments of Health and Environmental Protection;
3. Wells to be used as sources shall be subject to—no later than 20 days prior to the event—pumping, bacteriological and chemical tests to ascertain that the water is of fitness for human consumption and sufficient volume to supply the event;
4. Water storage facilities for potable water shall be based on the availability of supply and of a capacity to meet the needs of gathering as determined by the State Departments of Health and Environmental Protection;
5. All bulk water storage, pumping equipment, chlorination and treatment equipment shall be restricted from the public by means of high fencing or other approved means of protection and lighted from dusk till daylight. A guard is to be maintained at all times to prevent tampering or vandalism. Access to water supply facilities is to be restricted to authorized personnel only;
6. Water lines serving the camping area shall be conveniently located not more than 600 feet from any camp site and not over 75 feet from access roads;
7. Water lines shall be placed in furrows at least 12 inches deep and recovered with earth to prevent crushing, or vandalism. Frequent visual inspections of the lines should be made to ascertain that the facilities are operable;
8. Extensions of the water line shall be made to the food concession areas so that water needed for food preparation, equipment washing at the concessions, and for hand washing of food personnel may be available as required;
9. The entire mass gathering water supply distribution system shall be effectively chlorinated, dosage of at least 50 parts per million, and flushed prior to placing in operation. A suitable chlorine residual shall be maintained at all times confirmed by four hour sampling;
10. Water samples shall be collected at points throughout the water supply system before the water supply system is placed in operation and daily during the period of the mass gathering and analyzed in a laboratory approved by the State Department of Health;
11. Water supply stations shall be prominently marked and lighted for ease of locating them as required by Chapter XI;

12. Adequate and convenient sanitary drinking fountains or properly constructed water supply hydrants, supplied with sanitary individual drinking cups, shall be provided in the assembly or formal entertainment area;

13. In the event area one water supply station shall be provided for each 500 people in attendance located not over 200 feet apart. Drinking fountains shall be of the approved angle jet type. Multiple units shall be installed at each station;

14. In the case that tanker trucks are used to transport water such tank trucks shall be sanitized in an approved manner before filling and all hoses and discharge outlets protected from contamination while in transit and use.

(b) Water supplied must be obtained from sources meeting State Department of Health and Environmental Protection standards for potability.

**8:10-1.5 Sanitary facilities**

(a) Where an overnight campground type facility is provided toilet facilities shall conform to the regulations of the Campground Code, Chapter XI based on practice of six toilets, three urinals for males and nine toilets for females for each 100 camp sites. This is an approximate ratio of one unit per 22 people in the camp site area. These facilities shall be located not over 600 feet distant from any camp site.

(b) In the "event area" toilet facilities shall be provided on the basis of one toilet and one urinal facility for males, two toilets for females for every 350 persons attending.

(c) These comfort stations, whether chemical pit or privy type, should be arranged in multiples so that pumper trucks can service units as required with a minimum of delay. All holding tanks shall be fitted with an outlet to accommodate pumper truck hoses with an opening sufficiently large to accommodate the pumper hose and a cap or plug for use in closure when not being serviced.

(d) Toilet facilities shall be well marked and lighted so that these may be easily found by the public.

(e) All toilet facilities shall be located adjacent to limited access roads so that these facilities can be easily serviced by pumper trucks.

**8:10-1.6 Sewerage and sewage disposal facilities**

(a) Sewerage systems and sewage disposal facilities shall conform with the applicable requirements outlined in Section 6, Chapter XI, Campgrounds of the New Jersey State Sanitary Code, and with the following additional requirements:

1. No sewage or other liquid waste shall be discharged or placed on the ground surface for disposal;

2. A minimum of two pumper trucks shall be kept available, so that service will be available while one truck is being emptied and traveling. The number required will be dependent on size of unit and proposed attendance;

3. The pumper maintenance trucks shall be kept in a sanitary manner at all times;

4. Material removed by these pumper units shall be disposed of in a place, or sewage treatment facility in a manner approved by the local and State Department authorities under whose jurisdiction this disposal would fall.

#### 8:10-1.7 Food and milk

(a) All food and beverages manufactured, processed, prepared, stored, served, dispensed or sold to participants of a mass gathering shall conform with the provisions of N.J.S.A. 24:15-1 to 24:15-12 and the Retail Food Establishment Code of New Jersey—1965.

(b) Adequate mechanical refrigeration capable of maintaining food below 45°F. shall be provided for all perishable and potentially hazardous food and drink such as but not limited to meat, poultry, fish, milk, milk products, eggs, shellfish and similar products. Similar facilities shall be provided for maintaining hot foods at or above 140°F.

(c) Adequate provisions satisfactory to the Mass Gathering Review Board shall be provided to assure a continuous uninterrupted resupply of foods and beverages including a guarantee of entry to the food service areas throughout the entire period of the gathering.

(d) Plans and specifications of the food service area and its facilities shall be forwarded to the Mass Gathering Review Board, 30 days prior to the gathering.

(e) Special provisions shall be made for the daily removal of wastes associated with the food service operation.

(f) Potable water, hot and cold, under pressure shall be provided in the food service area for cleaning of utensils and equipment and for handwashing.

#### 8:10-1.8 Solid wastes storage, collection and disposal

(a) The storage, collection and disposal of solid wastes, garbage and all types of refuse, shall conform with Section 7, Chapter XI, Campgrounds of the New Jersey State Sanitary Code, and with the following additional requirements:

1. All garbage and refuse shall be removed at least daily and disposal shall be effected in accordance with the provisions of Chapter VIII, Refuse Disposal of the New Jersey State Sanitary Code;

2. In the camping area, refuse containers shall be spaced not over 200 feet apart adjacent to access roads in a ratio of one 50 gallon container per 20 persons per day;

3. In the event area spacing of trash receptacles should be a maximum of 100 feet apart with pickup and relining of cans with plastic bags at four hour maximum intervals or as required;

4. In the food and drink concession area, multiple units of trash containers should be spaced within distances of 50 feet with constant policing of grounds and pickup and relining as required;

5. Where containers are located on the grounds a 4" x 4" x 8' post shall be securely sunk in the ground so that container may be chained and locked to the post to prevent spillage or removal.

#### 8:10-1.9 Insect, rodent and weed control

(a) Insect, rodent and weed control measures outlined in Section 9, Chapter XI, Campgrounds of the New Jersey State Sanitary Code, shall be effectively carried out in all campground areas.

(b) The necessary control measures for insects, rodents and weeds shall be placed in operation at least ten days prior to the first day of the mass gathering, with continued daily surveillance during the period of the mass gathering.

#### 8:10-1.10 Electrical systems

All electrical systems and electrical equipment installed or used in connection with a mass gathering shall comply with the requirements of Section 10, Chapter XI, Campgrounds of the New Jersey State Sanitary Code.

#### 8:10-1.11 Flammable liquids, fuel and gases

All flammable liquids, including fuel and gases shall be stored and handled strictly in accordance with the regulations outlined in Section 11, Chapter XI, Campgrounds of the New Jersey State Sanitary Code.

#### 8:10-1.12 Swimming and bathing places

(a) Any swimming pools and/or natural bathing waters provided or used by participants of a mass gathering shall conform with applicable requirements outlined in Section 12, Chapter XI, Campgrounds of the New Jersey State Sanitary Code, and with the bacteriological, sanitary and safety standards established by the New Jersey State Department of Health and Environmental Protection.

(b) Water samples of all swimming pools and natural bathing water areas used shall be collected daily during the mass gathering and analyzed in a laboratory approved by the New Jersey State Department of Health.

(c) Adequate lifeguard protection shall be provided at all swimming pools and natural bathing places used in connection with a mass gathering. Lifeguards and safety equipment shall conform with the minimum requirements established in the "Swimming Pool Code of New Jersey—1970" and the "Lake Bathing Place—Bacteriological Sanitary and Safety Guides" of the State Department of Health.

**8:10-1.13 On-site medical facilities and hospital care****(a) The applicant shall:**

1. Fully survey medical resources within or in proximity to the assembly and entertainment areas to determine what suitable arrangements can be made in advance with medical practitioners and hospital facilities to receive and accept the anticipated number and type of medical case-load. If no suitable arrangements can be made in advance with these existing resources to receive and accept the anticipated medical and surgical emergencies, medical facilities as determined by the State Department of Health shall be provided round-the-clock to meet the medical and health needs of the proposed attendance;

2. Officially designate and authorize a single physician as medical administrator responsible for over-all direction and coordination. The medical administrator may have one or more individuals, preferably trained in meeting the Hospital Administration standards for hospital administrators, as administrative aids. The medical administrator shall determine that the health-professional-personnel to be given duty assignments at the medical facilities and hospital care site(s) have the capabilities required; prescribe limitations not to be exceeded; and supervise their work. The medical administrator and his aides shall ensure adequate medical supplies and equipment and adequate safeguarding of medical supplies especially of narcotics and related drugs, and of oxygen cylinders;

3. So arrange and control traffic in and about medical facilities so as to facilitate the entry and exit of casualties and casualty-carrying vehicles; and, the exclusion of others;

4. Communication facilities shall be established and maintained with:

- i. Medical administrators;
- ii. Mass Gathering police headquarters;
- iii. Each of medical facilities.

5. Plans and specifications of medical facilities including staffing shall be forwarded to Mass Gathering Review Board, 30 days prior to the gathering;

6. Operation of treatment centers and aid stations (Mobile and/or Fixed) shall include the professional diagnosis and treatment of minor illnesses and injuries; the institution of life-saving professional measures in life-threatening medical emergencies and severe injuries; the stabilization of such casualties which might require transport to more definitive care facilities; the management and treatment of the psychologically disturbed individuals and those with adverse and/or over-dose drug reactions;

7. The types and number of each type of medical facilities to be provided will depend upon:

- i. The characteristics of the assembly area;

- ii. The number of persons attending the mass gathering and the extent of effective crowd control;

- iii. The availability or lack of availability of back-up care in the assembly area and environs.

8. Aid-stations (ambulances and tents); treatment centers and "trip tents" shall be provided and conveniently located at points throughout the assembly and formal entertainment area; and, shall be prominently marked and lighted;

9. The Aid Station(s) (Mobile or Fixed) shall be so arranged and located throughout the Assembly and formal entertainment areas so that litter-patients need not be carried more than  $\frac{1}{2}$  mile;

10. The facility (facilities) for the management and treatment of the psychologically disturbed (trip tents) shall separate from the treatment center (Hospital Care Center).

11. In the event that certain medical specialists for advance services are required and not available locally, the plan for on site medical facilities and hospital care shall provide for emergency transportation of qualified specialist(s) (and necessary equipment) from another area;

12. Whenever there is a large mass gathering in an area with limited ingress and egress or with no local back-up of hospital services, there shall be available, around-the-clock, two medical helicopters, that can evacuate, if terrain and meteorological factors will permit, at least two stretcher cases and if possible two additional ambulatory cases;

13. The "treatment center" (Hospital-Care Center) shall have diagnostic and therapeutic equipment, supplies, and staffing immediately available including x-ray, clinical laboratory, EKG, operating room facilities and hospital bed areas. It need not be equipped for highly specialized surgery providing that all requirements of paragraphs 11 and 12 are met;

14. The plan shall designate a suitable building, or ambulance or tentage of predetermined capacity as first aid station(s) where first aid will be provided; from where nonambulatory patients will be transported to the treatment center; and, for sick call basis. Each first aid station shall have the patient resuscitation and patient support equipment and supplies listed in Attachment # 1, and shall be staffed with trained and skilled paramedical personnel. In addition, during "sick call" the physician shall have access to appropriate diagnostic and therapeutic equipment and supplies at the first aid stations designated for sick calls;

15. Special provisions shall be made for the daily removal and proper disposition of wastes associated with the medical facilities operation;



16. Potable water, hot and cold, under pressure shall be provided at the treatment center(s) for cleaning up equipment and for scrubbing;

17. Special provision shall be made for adequate lighting in medical facilities;

18. Filled sand pails and appropriate fire extinguishers shall be provided at all medical facilities;

19. Based on past "festival" statistics, anticipated case load will be as follows:

i. Medical and surgical emergencies (exclusive of "trip-cases")

(1) 156 cases/day/50,000 population

(2) 313 cases/day/100,000 population

(3) 1,250 cases/day/400,000 population

ii. Psychologically-disturbed and/or adverse or overdose drug cases (trip-cases).

(1) 25 "Trip" cases/day/50,000 population

(2) 50 "Trip" cases/day/100,000 population

(3) 200 "Trip" cases/day/400,000 population

20. Medical personnel shall be as follows:

#### NUMBER PERSONNEL PER 24 HRS. ACCORDING TO POPULATION AT MASS GATHERING

Type of Personnel	Anticipated Number of People Attending the Gathering		
	5,000	50,000	100,000
Licensed Physicians	3	5	5
Licensed Professional Nurses	6	10	10
Licensed Practical Nurses			10
Certified Emergency Medical Technician-Ambulance	12	30	50

#### 8:10-1.14 Tickets

(a) Any person (hereinafter referred to as "promoter"), who holds, promotes or in any manner aids in the organization of a mass gathering, as defined by Chapter 205, P.L. 71, must use tickets obtained from a printer or printers approved by the Mass Gathering Review Board (hereinafter referred to as "Board").

(b) Such tickets shall not be printed, made and distributed in any manner except as prescribed by the Board.

(c) All licenses issued to printers shall be for a period of one year from the date of issuance. The promoter shall notify the intended printer of the requirements of these rules and regulations.

(d) Authorized printers shall send to the Board a sworn inventory of all tickets delivered to any promoter of a mass gathering not less than seven days prior to the distribution of any such tickets for said mass gathering.

(e) Such inventory shall be in triplicate.

(f) Such inventory shall account for any overprints, changes, special tickets or extras.

(g) Tickets of different prices must be printed on card-board or paper of different colors.

(h) The use of "pass out" tickets is prohibited.

(i) The use of roll tickets is prohibited, unless specific permission is obtained in writing from the Board prior to the printing of such tickets.

(j) Each and every ticket to be distributed must have printed thereon appropriate Federal and State taxes and established price.

(k) If a scheduled mass gathering is postponed for any reason after the printing of tickets for same has taken place, the use of such tickets for any purpose is prohibited unless specific permission is obtained in writing from the Board prior to the distribution of such tickets for whatever purpose.

(l) Tickets of every description used for any mass gathering, or so intended to be used, must be held by promoters for a period not to exceed six months.

(m) No tickets may be destroyed until they have been held for a period of at least 30 days, and no tickets may be destroyed until the promoter makes a written application to the Board and until the Board gives the promoter written permission to destroy such tickets.

(n) Tickets for two or more mass gatherings must be kept in separate and distinct packages in order that a recheck or recount can be made by the Board.

(o) All tickets for a mass gathering must be accounted for prior to, during, and after the mass gathering for which they have been printed.

(p) All persons attending a mass gathering shall purchase and hold a ticket, except as hereinafter provided.

(q) Under no circumstances shall a ticket holder be passed through a gate and gain admittance to a mass gathering without having the ticket separated from the stub.

(r) Under no circumstances shall a ticket holder be allowed to occupy a seat unless in the possession of that part of his or her ticket not retained by personnel at the gate through which he or she gained admittance to the mass gathering.

(s) No exchange of tickets shall be made except at the box office, and no ticket shall be redeemed after the mass gathering has taken place.

(t) Newspaper reporters, photographers, telegraphers, radio and television announcers and personnel, policemen and firemen in uniform and on duty, and persons of similar vocation assigned by their recognized employers or superiors to attend a mass gathering may be admitted to such mass gathering for the performance of their specialized duties and may be admitted without charge or tax.

(u) Newspaper reporters, photographers, telegraphers, radio and television announcers and personnel, and the like, in the event that they are admitted to a mass gathering without charge or tax, must be issued tickets of a distinctive color and with the printed word "PRESS" across the entire face thereof; such tickets must be kept in plain sight at all times during the mass gathering.

(v) There shall be no more tickets issued to newspaper reporters, photographers, telegraphers, radio and television announcers and personnel, and the like than there are reservations in the established working press section.

(w) Tickets shall be provided by the promoter for any and all performers, personnel, assistants, employees, and the like.

(x) Tickets issued to performers, personnel, assistants, employees and the like shall be of a distinctive color and with the printed word "EMPLOYEE" across the entire face thereof; with the exception of performers, all personnel, assistants, employees, and the like must keep such tickets in plain sight at all times during the mass gathering.