

BOROUGH OF MANASQUAN
USE OF BEACH PROPERTY
MARCH 2006

GENERAL POLICY

The Beach area is defined as east of and including the beachfront macadam.

The use of beach property may be allowed provided that it does not interfere with its primary purpose or interfere with an event that will benefit the community more broadly from its use.

The Borough may permit the use of its Beach property when such permission has been requested in writing and if it has been approved by the Governing Body for:

1. Uses and groups directly related to the Borough and the operation of the Borough;
2. Uses and organizations indirectly related to the Borough;
3. Departments or agencies of the municipal government;
4. Other governmental agencies;
5. Community organizations formed for charitable, civic, or educational purposes;
6. Other organizations or individuals at the discretion of the Governing Body.

Certain Beach Property may not be available for community use during holidays, vacation periods, or if it interferes with its cleaning or maintenance. The Borough has the right to cancel any authorization that conflicts with Borough needs.

The Borough shall require that all users of its beach property comply with the policies, procedures and ordinances of the Borough.

Authorization for use of Borough property shall not be considered as endorsement of or approval of the activity, person, group or organization.....nor the purposes they represent.

PROCEDURE

Organizations wishing to use the Borough's beach property must check the availability of the property with the Municipal Clerk and by filing an application with an application fee, requesting such date or dates at least two weeks prior to the next scheduled meeting of the Governing Body. Once the request form has been received it will be circulated to the appropriate departments to be signed off on. After approval or denial of the request is obtained, you will receive a call from the Clerk's office about the status of your application. If your application has been approved you will be instructed to provide proof of insurance and a Hold Harmless Agreement. Upon receipt of the insurance, your approval letter will be mailed to you. Keep the approval letter with you during the duration of the event. Unless specified on your application, no other activities will be permitted and no other beach areas will be available to you. There will be no extension of your use of the requested area without an additional application. If you do not receive an approval letter, you will not be allowed to use the facility.

1. The application and application fee must be submitted to the Clerk's office two weeks prior to the next public meeting of the Governing Body. (See the Clerk for the schedule)

2. Proof of Insurance will be required at the limits set forth by the Borough's insurance carrier. (Information attached)

3. A Hold Harmless Agreement which will be provided to you by the Clerk's office must be completed and returned to the Clerk's office along with the Certificate of Insurance.

4. Special equipment, manpower, set up and clean up requests must be requested in writing with the original application. After approval of the event the applicant will be responsible to contact either the Police, Beach or Public Works Department to coordinate these requests. The applicant will be charged for these services in accordance with the fee schedule on the application and the cost will be deducted from their deposit or in some circumstances will be billed directly by the Finance Office. Any person or entity using municipal equipment must accept liability of any damage to or loss of such equipment that occurs while it is in use. Where rules so specify, no item or equipment may be used except by a qualified operator.

Manasquan Police Department - 732 223-1000
Manasquan Beach Department - 732 223-2514
Manasquan DPW - 732 223-0369
Manasquan Finance Office - 732 223-0544
Ext. 240

5. The applicant will be responsible to restore the property to the condition that it was in prior to its use. If the property is found to be in need of any Borough services, the cost of the service will be deducted from the applicant's deposit or they will be billed directly by the Finance Office.

6. Seven days after the completion of the event, the balance of the deposit may be obtained by requesting it from the Borough's Finance Office. Please call the above listed number for more information.

Failure to comply with this policy, procedures or ordinances will result in denial of the use of Borough property for future occasions.

APPLICABLE RULES, LAWS AND ORDINANCES:

Organizations using Borough property will take the necessary measures to comply with the following rules, laws and Borough ordinances. See full text on file in the Clerk's Office for complete information.

Borough Ordinance 3-3.1,

3-3.2, 12-4.3: No disrobing, dressing or undressing in public.

Borough Ordinance 3-2.1: No Alcoholic Beverages permitted on Borough property.

Borough Ordinance 12-4.9: No peddling or vending on the dedicated beachfront or beachfront macadam.

Borough Ordinance 12-4.10: No soliciting any business on the dedicated beachfront or beachfront macadam.

Borough Ordinance 12-4-11: No selling or distributing leaflets, circulars, pamphlets or other printed materials on the dedicated beachfront or beachfront macadam.

Borough Ordinance 12-2.1: During the beach season, anyone age 12 or over, must purchase and wear a beach badge while on the dedicated beachfront during operating hours.

N.J.S.A 8:24-8.12: Food Vendor Requirements - Clerk will provide on an as needed basis.

Borough Ordinance 12-6 Smoking prohibited except in permitted areas as indicated by posted signs.

All facility use must comply with state and local fire, health, safety and police regulations.

Date Adopted: March 20, 2006

Date Revised:

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BOROUGH OF MANASQUAN
Municipal Clerk's Office, 201 East Main Street
Manasquan, New Jersey 08736
732-223-0544 ext. 235

APPLICATION AND AGREEMENT FOR USE OF BEACHFRONT PROPERTY

Applicant: _____ Phone Number: _____

Address: _____ Zip: _____

Representing: _____ Phone Number: _____

Address: _____ Zip: _____

Person in Charge of Event: _____ Phone Number: _____

Date: _____ Time of Event: _____ No. of people anticipated to attend _____

Theme or Purpose of Event: _____

Exact Location of the Event: _____
(Attach Sketch)

Borough Manpower and Equipment Needs (See #5 of the Use of Beach Property Policy):

Exactly what will be brought onto Borough Property _____

Non-Refundable Fee: _____ Deposit: _____

FEE SCHEDULE

Athletic, fund-raising and similar activities: \$100.00 non-refundable registration fee and \$400.00 Security Deposit or a fee determined by the Governing Body.

Weddings, memorial services, religious services, celebrations: \$100.00 non-refundable registration fee.

Note: The Fee and Deposit must be made at the time of the application. The cost of Borough Services (Police, DPW, Beach Crew) will be deducted from the deposit and any balance will be returned to the applicant within 7 days of receipt of their request for its return. Cost exceeding the deposit will be billed at actual cost.

In kind Exchange: (See Ordinance 2005-07): _____

Signature of Authorized Representative: _____

I acknowledge that I have read the Borough Beach Policy, Procedures and Rules, Regulations and Laws provided to me by the Municipal Clerk's Office _____ (initial here)