

**Typical Permit Conditions for
On-Highway Special Events**

This document supplements the Nova Scotia Department of Transportation and Infrastructure Renewal *On-Highway Special Events Guide*. It is intended to assist event organizers in planning their events by providing the typical permit conditions for on-highway special events.

Given that each event is unique, at the time of approval the Traffic Authority may modify or add requirements or conditions specific to the individual event. Event organizers should discuss their event with the Traffic Authority if they have any questions regarding the requirements or conditions for their event.

Walkathons, Processions and Fun Runs

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Participants must obey all applicable provisions of the Motor Vehicle Act.
5. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
6. Participants under the age of 8 shall be accompanied by an adult.
7. Participants should wear high visibility clothing.
8. The start/finish area for the event is to be off the highway.
9. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
10. Participants must start in small groups.
11. Participants must use the sidewalk if one is available; otherwise when on the road, participants must walk or run on the left side, facing oncoming traffic.
12. The highway will be kept open for normal traffic movement at all times, and vehicular traffic will not be obstructed in any manner.
13. No escort vehicles are permitted to pace the participants. Support vehicles may be used provided they wait for participants off the highway.
14. Event is to be non-competitive
15. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

* Conditions may be modified or added at time of approval at the discretion of the Traffic Authority, based on the characteristics of the specific event.

Foot Races

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Participants must obey all applicable provisions of the Motor Vehicle Act.
5. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
6. Participants under the age of 8 shall be accompanied by an adult.
7. Participants should wear high visibility clothing.
8. The start/finish area for the event is to be off the highway.
9. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway Participants must start in small groups.
10. Participants must run on the sidewalk or other separate facility where available. Where there is no separate facility for running, runners must run on the far left side of the road, facing on-coming traffic. If the participants are expected to encroach into the travel lane, the portion of highway on which the runners are running must be closed by police.
11. When the highway is not closed, no escort vehicles are permitted to pace the participants. Support vehicles may be used provided they wait for participants off the highway.
12. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Bikeathons and Bicycle Tour Events

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Participants under the age of 8 shall be accompanied by an adult.
5. Participants should wear high visibility clothing.
6. Participants must obey all applicable provisions of the Motor Vehicle Act.
7. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
8. The start/finish area for the event is to be off the highway.
9. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
10. Participants must start in small groups.
11. The highway will be kept open for normal traffic movement at all times, and vehicular traffic will not be obstructed in any manner.
12. Participants must ride in a single file on the right hand side of the highway.
13. No escort vehicles are permitted to pace the participants. Support vehicles may be used provided they wait for participants off the highway.
14. Event is to be non-competitive.
15. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Bicycle Races

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Applicant must notify the public and all emergency services of the race by one or more means of public media (newspaper, radio, television) at least 48 hours in advance. The notification must reach the affected geographic area and indicate the date, time and duration of the race and the roads affected.
5. The highway will be kept open for normal traffic movement at all times, and vehicular traffic will not be obstructed in any manner.
6. Participants must obey all applicable provisions of the Motor Vehicle Act.
7. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
8. If the approved race route includes riders disregarding traffic control devices at an intersection, police must provide traffic control at the intersection. If police are unavailable, participants will be required to obey the traffic control devices. Violators will be immediately disqualified from the race by the organizer.
9. No Participants under 12 years of age are permitted.
10. Participants should wear high visibility clothing.
11. The start/finish area for the event is to be off the highway.
12. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
13. A sweep vehicle is required at the end of the race to ensure the safety of the cyclists. The sweep vehicle is not permitted to pace the participants. The driver of the sweep vehicle must park completely off the travel lane and then move to a new vantage position as the participants' progress.
14. Applicant must erect Bicycle Race signs as outlined in Section 5 of the *Nova Scotia Department of Transportation and Infrastructure Renewal On-Highway Events Guide*.
15. Applicant must ensure all participants understand the conditions of this permit and must sanction participants who do not comply with the conditions.
16. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Bicycle Time Trials

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Applicant must notify the public and all emergency services of the race by one or more means of public media (newspaper, radio, television) at least 48 hours in advance. The notification must reach the affected geographic area and indicate the date, time and duration of the race and the roads affected.
5. The highway will be kept open for normal traffic movement at all times, and vehicular traffic will not be obstructed in any manner.
6. Participants must obey all applicable provisions of the Motor Vehicle Act.
7. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
8. If the approved route includes riders disregarding traffic control devices at an intersection, police must provide traffic control at the intersection. If police are unavailable, participants will be required to obey the traffic control devices. Violators will be immediately disqualified from the race by the organizer.
9. Participants must ride in single file.
10. No Participants under 12 years of age are permitted.
11. Participants should wear high visibility clothing.
12. The start/finish area for the event is to be off the highway.
13. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
14. A sweep vehicle is required at the end of the race to ensure the safety of the cyclists. The sweep vehicle is not permitted to pace the participants. The driver of the sweep vehicle must park completely off the travel lane and then move to a new vantage position as the participants' progress.
15. Applicant must ensure all participants understand the conditions of this permit and must sanction participants who do not comply with the conditions.
16. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Triathlons/Duathlons

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. Applicant must notify the public and all emergency services of the race by one or more means of public media (newspaper, radio, television) at least 48 hours in advance. The notification must reach the affected geographic area and indicate the date, time and duration of the race and the roads affected.
5. The highway will be kept open for normal traffic movement at all times, and vehicular traffic will not be obstructed in any manner.
6. Participants must obey all applicable provisions of the Motor Vehicle Act.
7. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
8. If the approved route includes riders disregarding traffic control devices at an intersection, police must provide traffic control at the intersection. If police are unavailable, participants will be required to obey the traffic control devices. Violators will be immediately disqualified from the race by the organizer.
9. The route must be planned such that runners and cyclists are not present on the same section of road at the same time.
10. Cyclists must ride in a single file as close as practical to the right hand curb or the edge of the road.
11. For the running portion of the event, runners must run on the sidewalk or other separate facility where available. Where there is no separate facility for running, runners must run on the far left side of the road, facing on-coming traffic. If the runners are expected to encroach into the travel lane, the portion of highway on which the runners are running must be closed by police.
12. No Participants under 12 years of age are permitted.
13. Participants should wear high visibility clothing.
14. The start/finish area for the event is to be off the highway.
15. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
16. A sweep vehicle is required at the end of the race to ensure the safety of the cyclists. The sweep vehicle is not permitted to pace the participants. The driver of the sweep vehicle must park completely off the travel lane and then move to a new vantage position as the participants' progress.
17. The organizer must ensure all participants understand the conditions of this permit and must sanction participants who do not comply with the conditions.
18. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Vehicle Processions

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold events on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. All traffic control for the procession, at a level necessary to ensure the safety of all road users, shall be provided by the law enforcement agency (Police), which has the responsibility for community policing.
5. Participants must obey all applicable provisions of the Motor Vehicle Act.
6. The consumption of alcohol, or any other controlled substance that may cause the impairment of event participants, is prohibited.
7. The start/finish area for the event is to be off the highway.
8. All checkpoints and stations etc. must be off the highway and located to minimize crossing the highway.
9. Police must escort the procession for the duration of the on-highway portion of the event.
10. It is recommended that the procession endeavor to travel at or near the posted speed limit, where practical.
11. Event is to be non-competitive.
12. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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Parades

Typical Permit Conditions*

1. The event must only take place on the route indicated on this permit.
2. Applicant is responsible for obtaining permission to hold event on roads outside the jurisdiction of the NSTIR.
3. Applicant is responsible for ensuring the necessary measures are taken to protect the safety of all participants, spectators, staff, volunteers, and other users of the Provincial highways impacted by the event.
4. The portion of highway on which the parade is taking place must be closed to all other traffic by police.
5. Applicant must ensure spectators are kept off the travelled portion of the highway and safely away from the moving parade entries.
6. The parade marshalling and dispersal activities shall be conducted off the highway.
7. Participants under the age of 10 must, at all times, be supervised by an adult at the ratio of a maximum of 6 children to one adult.
8. Smoking, or the consumption of alcohol or any other controlled substance that may cause the impairment of parade participants, is prohibited.
9. The driver of any motor vehicle in the parade must have a valid driver's license for the type of vehicle driven and must not be a novice driver.
10. Drivers of parade entries must have unimpeded vision to the front and sides of the vehicle.
11. Entries with trailers or vehicles with a registered weight over 4500 kg must have adult spotters at each axle group behind the front axles, on both sides of the entry, to keep spectators and participants away from the wheels. The spotters are present strictly for safety purposes and therefore must not be performing parade participants or be engaged in distributing or collecting items along the parade route.
12. Parade entries must be a maximum of 4.15 m from the ground to the highest point on the entry.
13. Participants riding on floats must remain securely seated or the perimeter of the float must be surrounded by a secure guardrail. The guardrail must be constructed such that participants cannot easily pass over or through it. The top rail must be a minimum of 1m above the walking surface float deck.
14. Participants are not permitted to be transported to or from the parade on a float.
15. Float trailers must be securely attached to the towing vehicle in compliance with the Trailer Couplings and Other Safety Devices Regulations
16. Float drivers and participants must have rapid means of escape in an emergency. No person shall be fastened to the float in a manner which interferes with them exiting the float quickly.
17. Participants riding in vehicles are not permitted to sit on the roof, hood, trunk lid or in the case of a convertible, on the body of the vehicle.
18. Where an entry will utilize a combustible fuel powered generator, participants MUST supply an appropriate fire extinguisher in close proximity to the generator and it must be readily visible.
19. Throwing of any item, including candy or promotional items, from floats or other parade entries is not allowed. Individual participants may walk in the parade and distribute these items person-to-person.
20. Spectators must not be encouraged, or permitted, to throw money or any other thing into, or onto, a moving vehicle. The collection of money or other items by individual parade participants walking in a parade is permitted.
21. It is recommended that the Applicant have a written safety plan and an emergency response plan to address unexpected emergencies.

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