

**PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION**

City of Somerville, Commonwealth of Massachusetts

Application #: PEL18-000200

File #: 18-014067

**Application for:** Public Event

**Organization name:** Prospect Hill Neighbors

**Description:** Gathering of Neighbors for potluck, grilling and games

**Date(s):** 09/15/18

**Setup starts at (time):** 3 pm

**Cleanup after the event ends at (time):** 8 pm

**Attendees:**

Max attendance at one time: 100

Maximum attendees accommodated: 100

**Attendee fees or suggested donations:** N/A

**Social or cultural benefits:**

Neighborhood Community Building

**Event Contact:** Mandy DeBurro

**Event name:** Prospect Hill Annual Park Picnic

**Location:** 21 PROSPECT HILL AVE Munroe Street from Greenville through Prospect Hill Avenue (so kids can walk to playground), AND Prospect Hill Park, AND the Prospect Hill Tower, opened for residents

**Rain date(s):** 9/16/18

**Event starts at (time):** 4 pm

**Event ends at (time):** 7 pm

Total people attending: 100

Total Somerville residents attending: 100

**What is your budget for this event:** N/A

**Financial benefits:**

N/A

**Event Contact Phone:** 617-623-4159

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| <b>Event Information</b>                      | <b>Yes/No</b> | <b>If yes, Describe</b>                                                                     |
|-----------------------------------------------|---------------|---------------------------------------------------------------------------------------------|
| Food served?                                  | Yes           | potluck, grilling                                                                           |
| Alcohol served?                               | No            |                                                                                             |
| Grill/open-flame device used?                 | Yes           | gas grills                                                                                  |
| Streets blocked?                              | Yes           | Munroe Street from Greenville through Prospect Hill Avenue (so kids can walk to playground) |
| Sidewalks blocked?                            | No            |                                                                                             |
| <b>Arrangements:</b>                          |               |                                                                                             |
| Auxiliary Police?                             | No            |                                                                                             |
| Police Detail:                                | No            |                                                                                             |
| Parking (for Attendees)?                      | No            |                                                                                             |
| Restrooms?                                    | No            |                                                                                             |
| Liability Insurance?                          | No            |                                                                                             |
| Will any public parks be used?                | Yes           | PROSPECT HILL PARK and PLAYGROUND and TOWER                                                 |
| Has the event occurred in the last two years? | Yes           | 09/16/2017, 09/17/2016, 9/18/2015                                                           |

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**Approval Conditions:**

**Reviewer:** CS Fire, Fire Prevention, Approved with Conditions

1. When an event is requested close a street for an event, any items in the street must be able to be moved quickly in the event of an emergency to allow emergency vehicles access. When using grills they should be supervised at all times, out of the way of pedestrian traffic, away from children playing.

**Approved By:**

**CS Mayor, Approved**

**Scott Whalen, Approved**

**CS Traffic and Parking, Approved**

**Christine Morin, Approved**

**CS Fire, Approved with Conditions**

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**Jill Lathan, Approved**

**John J. Long, Approved**