

PUBLIC EVENT PERMIT APPLICATION

City of Somerville, Commonwealth of Massachusetts

Date May 2, 2011

To the Honorable, the Board of Aldermen of the City of Somerville:

The undersigned requests permission to conduct the following event. This permission will only be effective for the listed location and time, and will be subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Board of Aldermen and/or City Departments. Any charges incurred will be the sole responsibility of the applicant and must be paid in full prior to the event.

Event name 350 Actions Challenge Kick-off "Come See what the Buzz is about"
Description Kick off event for the public, to advertise + promote
SCA's campaign to make Somerville a cleaner, greener, healthier place to live
Location SCAT Building, 90 Union Sq. - sidewalk, cobblestone area

Date and time Monday June 13, 2011 4-7:30pm

Rain date and time (if applicable) _____

Estimated maximum attendance at any one time 35

Attendee fees or suggested donations No fees, donations excepted if offered

Organization name Somerville Climate Action

Mailing address 55 Craigie St. 02143

Telephone 617 899 5517

Have you made any arrangements for:

- Auxiliary Police? Yes No If yes, describe _____
- Security? Yes No If yes, describe _____
- Parking? Yes No If yes, describe _____
- Food? Yes No If yes, describe _____
- Restrooms? Yes No If yes, describe _____
- Liability Insurance? Yes No If yes, describe _____

Note the following Conditions:

1. The event must not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein, or as directed by Police Officers or Auxiliary Police Officers.
2. Any road closures or detours must be approved in advance by the Traffic and Parking Director, and must be implemented with traffic controls specified by the Traffic and Parking Department. Such controls, and any displays or items placed on any street, shall be movable at all times. Vehicles will not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit will be required to ensure that the signage is returned.

- 3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
- 4. If the event is a canning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
- 5. If the event includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, nor within 300 feet of any building from which an occupant asks that the performance desist.

The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature *Maurice Basileo* Date 5/2/2011
 Applicant name (print) Maurice Basileo Applicant phone 617-899-5517
 Event name (taken from page 1) 350 Actors Challenge Kick-off "come see what the Buzz is about"

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/11/2011</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____
Police Chief or Designee Conditions: <u><i>[Signature]</i></u>	Chief Fire Engineer or Designee Conditions: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____
Traffic and Parking Director or Designee Conditions: _____	DPW Commissioner or Designee Conditions: _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____
Health Inspector or Designee Conditions: _____

Once signed, the Department should:

- Contact the applicant at the phone number above to arrange for pick-up.
- Fax the application (no cover page) to the following fax number: _____
- Fax the application to the City Clerk at 617 625-4239.

- 3. If the event is a road race, the applicant will provide race monitors where required by the Police. The applicant will not make permanent marks on the roadway or sidewalk using paint or other indelible materials. Use of chalk will be acceptable. The applicant will pay the cost of removing any indelible marks placed on the roadway or sidewalk.
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Applicant signature Muhammad Baillan Date 5/2/2011
 Applicant name (print) Muhammad Baillan Applicant phone 017-899-5517
 Event name (taken from page 1) 350 Actions Challenge Kick-off "come see what the Buzz is about"

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Police Chief or Designee Conditions: _____ _____	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/3/11</u> <u>Sam McCall</u> Chief Fire Engineer or Designee Conditions: _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Traffic and Parking Director or Designee Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____ _____
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Applicant signature Maureen Baillan Date 5/2/2011

Applicant name (print) Maureen Baillan Applicant phone 617-899-5517

Event name (taken from page 1) 350 Actions Challenge Kick-off "come see what the Buzz is about"

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Police Chief or Designee Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5-3-11</u> Traffic and Parking Director or Designee Conditions: _____ <u>[Signature]</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____ _____
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Applicant signature *Man Benitez* Date 5/2/2011
 Applicant name (print) Maverick Benitez Applicant phone 017-899-5517
 Event name (taken from page 1) 350 Actions Challenge Kick-off "come see what the Buzz is about"

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<p>___ Approved ___ Denied Date _____</p> <p>Police Chief or Designee</p> <p>Conditions: _____</p>	<p>___ Approved ___ Denied Date _____</p> <p>Chief Fire Engineer or Designee</p> <p>Conditions: _____</p>
<p>___ Approved ___ Denied Date _____</p> <p>Traffic and Parking Director or Designee</p> <p>Conditions: _____</p>	<p>___ Approved ___ Denied Date <u>5/1/11</u></p> <p>DPW Commissioner or Designee</p> <p>Conditions: _____</p>

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

___ Approved ___ Denied Date _____

Health Inspector or Designee

Conditions: _____

Once signed, the Department should:

- ___ Contact the applicant at the phone number above to arrange for pick-up.
- ___ Fax the application (no cover page) to the following fax number: _____
- ___ Fax the application to the City Clerk at 617 625-4239.

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The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature *Maureen Barilleen* Date 5/2/2011
 Applicant name (print) Maureen Barilleen Applicant phone 017-899-5517
 Event name (taken from page 1) 350 Actions Challenge Kick-off "Come see what the Buzz is about"

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ _____ Traffic and Parking Director or Designee Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ _____ DPW Commissioner or Designee Conditions: _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

Approved Denied Date 5-4-11
Maureen Barilleen
 Health Inspector or Designee
 Conditions: _____

Once signed, the Department should:

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- Fax the application (no cover page) to the following fax number: _____
- Fax the application to the City Clerk at 617 625-4239.

TO: John Long, City Clerk

Fax 617-625-4239

FROM: Maureen Barillaro, Somerville Climate Action

RE: Permit request for sidewalk tent and tables for event "350 Actions Challenge Kick Off Party, Come See What the Buzz is About"

DATE: Monday June 13, 2011

Please find the attached application for a permit, along with further explanation below.

Copies of the request and letter have been faxed to Police, Fire, Traffic and Parking and DPW

We have requested that the offices fax the appropriate pages to your office

Somerville Climate Action event description:

350 Actions Challenge Kick Off Party "Come See What the Buzz is About!"

We would like to set up a tent canopy and have several tables set up with information and activities for the general public to engage in regarding our newest campaign the '350 Actions Challenge'.

Information would be about the many ways we can make Somerville a cleaner, greener, healthier place to live.

The area we would like to utilize will be the large sidewalk area in front of the SCAT building at 90 Union Sq.

Event date and time: Monday June 13 4-7:30pm

Parking restrictions or road closures not needed



City of Somerville
Police Department
220 Washington Street
Somerville, MA 02143-1307
(617) 625-1600
www.somervillema.gov



Thomas Pasquarello
Chief of Police

To: Chief Thomas Pasquarello
Fr: Lieutenant James Stanford
Date: May 10, 2011
Re: 350 Actions Challenge Kick-off

Sir,

I have reviewed the Public Event Permit Application for the 350 Actions Challenge Kick-off scheduled for June 13, 2011. All aspects of the permit are in order and the event will not obstruct pedestrian or vehicular traffic. I recommend the permit application be approved.

Respectfully,

A handwritten signature in black ink, appearing to read "James Stanford", written over a horizontal line.

Lieutenant James Stanford
Somerville Police Department
Special Operations Division
617-625-1600 X7285
istanford@police.somerville.ma.us