

# Public Event Permit Application

Event name MEOW Mile 5K Race for Charles River Alleycats  
Description 5K Race to benefit the welfare of feral cat colonies in the greater Boston Area.  
Location (attach a route if applicable) see attached route

Date(s) OCT 12, 2014 Rain date(s) \_\_\_\_\_

Start time (include setup) 6 am End time (include breakdown) 12:30 pm

Estimated maximum attendance at any one time 200 people

Attendee fees or suggested donations \$30

Will food be served? ☒ Y ☐ N If yes, describe morning fruit/danish

Will alcohol be served? ☒ Y ☐ N If yes, describe only beer if we can get a sponsor

Will a grill/open-flame device be used? ☐ Y ☒ N If yes, describe \_\_\_\_\_

Will streets or sidewalks be blocked? ☒ Y ☐ N If yes, describe on race route

Organization name Charles River Alleycats Non-profit

Mailing address (to mail the license) 90 W Highland Ave, Melrose, MA 02176

Contact person Jessica Lachey

Telephone 978.289.1841 Email jb.lachey@gmail.com

Have you made arrangements for:

Auxiliary Police? ☐ Yes ☒ No If yes, describe \_\_\_\_\_

Police Detail? ☐ Yes ☒ No If yes, describe \_\_\_\_\_

Parking (for Attendees)? ☐ Yes ☒ No If yes, describe \_\_\_\_\_

Restrooms? ☐ Yes ☒ No If yes, describe \_\_\_\_\_

Liability Insurance? ☐ Yes ☒ No If yes, describe \_\_\_\_\_

Note the following Conditions: \*Wanted to make sure date was available before making arrangements\*

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. All 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, must be movable at all times. Vehicles must not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit must be paid 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 includes a musical performance, the performance will not occur before 9:00 AM or after 10:00 PM, nor at any time on Sunday, except as permitted, nor within 300 feet of any building from which an occupant asks that the performance desist.
5. Any fees charged by the city are the sole responsibility of the applicant and must be paid in full prior to the event.
6. This permit is valid only for the listed location and time, and is subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, these conditions, and any other conditions prescribed by the Board of Aldermen and/or stated in the Departmental approvals below.

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 Jessica Lachey Date 2.4.2014  
 Print name Jessica Lachey Phone 973.289.1841 Email jb.lachey@gmail.com  
 Event name (taken from page 1) MEOW Mile 5K Race

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

<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Signed: <u>[Signature]</u></p> <p>Police Chief or Designee</p> <p>Added Conditions: <u>SUNDAY DATE</u>  <u>POLICE &amp; AUX. REQUIRED</u>  <u>ROUTE: N Main St, Highland Mall &amp; Summer</u></p>	<p>Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____</p> <p>Signed: _____</p> <p>Chief Fire Engineer or Designee</p> <p>Added Conditions: _____</p>
<p>Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____</p> <p>Signed: _____</p> <p>Traffic and Parking Director or Designee</p> <p>Added Conditions: _____</p>	<p>Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____</p> <p>Signed: _____</p> <p>DPW Commissioner or Designee</p> <p>Added Conditions: _____</p>

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

<p>Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____</p> <p>Signed: _____</p> <p>Health Inspector or Designee</p> <p>Added Conditions: _____</p>
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Once signed, the Department should:

☒ Contact the applicant at the phone number/email address 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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Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____ _____	✓ Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>2.4.14</u> Signed: <u>[Signature]</u> Chief Fire Engineer or Designee Added Conditions: <u>* Detail maybe required if alcohol is served</u> _____ _____
Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date <u>3/13/14</u> Signed: _____ Traffic and Parking Director or Designee Added Conditions: <u>Both races attended</u> <u>for consideration please contact</u> <u>Shirley for parking reservation</u> _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____

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<u>Approved</u> <u>Denied</u> Date <u>2/4/14</u> Signed: <u>[Signature]</u> Health Inspector or Designee Added Conditions: <u>need to apply for temp permits</u> _____
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