

**PUBLIC EVENT PERMIT APPLICATION**  
**City of Somerville, Commonwealth of Massachusetts**  
**Application #: PEL17-000134**  
**File #: 17-012820**

**Organization name:** Neighborhood Block Party

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

**Date(s):** September 16th

**Setup starts at (time):** 2 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 name:** Prospect Hill Annual Park Picnic

**Location:** Munroe Street through Greenville to Prospect Hill Avenue (so kids can walk to the playground) Munroe Street from Greenville through Prospect Hill Avenue (so kids can walk to playground)

**Rain date(s):** September 17th

**Event starts at (time):** 3 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

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Event Information	Yes/No	If yes, Describe
Food served?	Yes	Potluck and 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 NOTE/REQUEST: We would like to have the Prospect Hill Tower open (we have had this tower open in the past during our neighborhood parties)
Has the event occurred in the last two years?	Yes	09/17/2016, 9/18/2015

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**Approval Conditions:**

**Reviewer:** John J. Long, City Clerk, Complete

**Reviewer:** CS Mayor, Mayor's Office, Approved

**Reviewer:** Scott Whalen, Police, Approved

**Reviewer:** CS Traffic and Parking, Traffic and Parking, Approved

**Reviewer:** Christine Morin, Public Works, Approved

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

1. When using grills they should be kept out of the path of pedestrian traffic and supervised at all times when in use.

**Reviewer:** Jill Lathan, Recreation, Approved

**Reviewer:** John J. Long, City Clerk, Approved

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