

**PUBLIC EVENT PERMIT APPLICATION**  
**City of Somerville, Commonwealth of Massachusetts**  
**Application #: PEL17-000130**  
**File #: 17-012446**

**Organization name:** Somerville Arts Council

**Description:** Festival celebrating local culture and innovation, a variety of food vendors as well as free musical performances and interactive activities

**Date(s):** Saturday, September 23

**Setup starts at (time):** 12pm

**Cleanup after the event ends at (time):** 9pm

**Attendees:**

Max attendance at one time: 7,000

Maximum attendees accommodated: 12,000

**Attendee fees or suggested donations:** Free

**Social or cultural benefits:**

Free cultural festival for Somerville residents

**Event name:** Fluff Festival

**Location:** 90 Union Square All of central Union Square

**Rain date(s):** Sunday, September 24

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

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

Total people attending: 10,000

Total Somerville residents attending: 4,000

**What is your budget for this event:**

**Financial benefits:**

Event Information	Yes/No	If yes, Describe
Food served?	Yes	Individual vendors will apply for food licenses
Alcohol served?	No	
Grill/open-flame device used?	Yes	One of the vendors may use a grill and will work directly with Lt. MacLaughlin on proper forms/safety precautions
Streets blocked?	Yes	All of Union Square (from the intersection of Somerville Ave. and Bow St., to the intersection of Prospect St. and Somerville Ave. and Washington St.)
Sidewalks blocked?	Yes	Some sidewalks within the blocked off street areas (see above)
<b>Arrangements:</b>		
Auxiliary Police?	Yes	Will work directly with Aux Dept.
Police Detail:	Yes	Will work directly with Sgt. Whalen
Parking (for Attendees)?	Yes	Information about available parking lots and parking information provided to attendees
Restrooms?	Yes	Portajohns provided
Liability Insurance?	No	
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	Sept 24

**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. Fire detail required

**Reviewer:** Elise Collins, ISD Health, Approved

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

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