

TO:Police Dept COMPANY:City of Somerville

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of MassachusettsDate 03/25/11

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 Spring Cleanup BarbecueDescription A post cleanup barbecue for all participantsLocation Blessing of the Bay Boat House - Shore DriveDate and time Saturday, April 30, 2011Rain date and time (if applicable) Sunday, May 1, 2011Estimated maximum attendance at any one time 250Attendee fees or suggested donations -0-Organization name Mayor's Office of CommunicationsMailing address Somerville City HallTelephone 617-625-6600 ext 2600 Fax 617-776-8061

Have you made any arrangements for:

Auxiliary Police?	<u>Yes</u>	<u>X</u> No If yes, describe _____
Security?	<u>Yes</u>	<u>X</u> No If yes, describe _____
Parking?	<u>Yes</u>	<u>X</u> No If yes, describe _____
Food?	<u>X</u> Yes	<u>No</u> If yes, describe <u>donated food items to be grilled</u>
Restrooms?	<u>Yes</u>	<u>X</u> No If yes, describe _____
Liability Insurance?	<u>Yes</u>	<u>X</u> 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.

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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 carning 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 Anna C. Sherwood Date 03/25/11

Applicant name (print) Anna Sherwood Applicant phone 617-625-6600 ext. 2600

Event name (taken from page 1) Somerville Spring Cleanup Barbecue

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>3/25/11</u> <u>Anna C. Sherwood</u> Police Chief or Designee Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ _____ 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: _____ _____

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.

City Fax Server

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TO: Chief Kelleher COMPANY: City of Somerville

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Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>3-29-11</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ DPW Commissioner or Designee Conditions: _____ _____

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TO: John Long COMPANY: City Clerk

John,

This is a revised version of the application that was presented at last Thursday's BOA meeting.

The venue has changed.

Thanks,

Anna

Anna Ciccariello Sherwood

City of Somerville

Office of Communications

93 Highland Avenue

Somerville, MA 02143

617-625-6600 x2600

aciccariello@somervillema.gov