

✓

**PUBLIC EVENT PERMIT APPLICATION**  
City of Somerville, Commonwealth of Massachusetts

Event name Highland Road Somerplay Zone  
Description Three Summer Sunday block party

Location (attach a route if applicable) 1 Block of Highland Road between Boston Ave + Kidder ave

Date(s) 6/30, 7/28, 9/1 Rain date(s) \_\_\_\_\_

Start time (include setup) 2:30 pm End time (include breakdown) 6:30 pm

Estimated maximum attendance at any one time 40

Attendee fees or suggested donations 0

Will food be served?  Y  N If yes, describe Potluck

Will alcohol be served?  Y  N If yes, describe \_\_\_\_\_

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

Will streets or sidewalks be blocked?  Y  N If yes, describe Highland Road closed off between Boston ave + Kidder ave

Organization name \_\_\_\_\_

Mailing address (to mail the license) 103 Highland RD #1 02144

Contact person Jennifer wood

Telephone 617.223.1539 Email jenwood@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:

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 Jennifer Wood Date 5/16/13  
 Print name Jennifer Wood Phone 617 223 1539 Email jennwood@anna1.com  
 Event name (taken from page 1) Highland Road Summerplay zone

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>5/16/13</u> Signed: <u>[Signature]</u> <small>Police Chief or Designee</small> Added Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ <small>Chief Fire Engineer or Designee</small> Added Conditions: _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ <small>Traffic and Parking Director or Designee</small> Added Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ <small>DPW Commissioner or Designee</small> Added Conditions: _____ _____

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

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

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.

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 Jen Wood Date 5/16/13  
 Print name Jennifer Wood Phone 617 223 1539 Email jenwood@gmail.com  
 Event name (taken from page 1) Highland Road Summerplay zone

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

<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Signed: _____</p> <p>Police Chief or Designee</p> <p>Added Conditions: _____</p>	<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6-10-13</u></p> <p>Signed: <u>[Signature]</u></p> <p>Chief Fire Engineer or Designee</p> <p>Added Conditions: <u>None</u></p> <p><u>Barriers only</u></p>
<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Signed: _____</p> <p>Traffic and Parking Director or Designee</p> <p>Added Conditions: _____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied 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.

Approved  Denied Date \_\_\_\_\_

Signed: \_\_\_\_\_

Health Inspector or Designee

Added Conditions: \_\_\_\_\_

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.

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: Jennifer Wood Date: 5/16/13  
 Print name: Jennifer Wood Phone: 617 223 1539 Email: jenwood@gmail.com  
 Event name (taken from page 1): Highland Road Summerplay zone

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

Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date <u>6/10/13</u> Signed: <u>[Signature]</u> Traffic and Parking Director or Designee Added Conditions: <u>PLEASE CONTACT [Signature]</u> <u>[Signature]</u>	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____

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

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

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.

- 4. If the event includes a musical performance, the performance will not occur before 9:00 A.M. or after 10:00 P.M. on any day other than Sunday, except as permitted here within 500 feet of any building from which an occupant can see the performance itself.
- 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: [Signature] Date: 5/16/13  
 Print name: Lenaifer Wood Phone: 617.223.1539 Email: lenaiferwood@gmail.com  
 Event name (taken from pg. 1): Highland Road Summer play zone

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

Approved _____ Denied _____ Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____	Approved _____ Denied _____ Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____
Approved _____ Denied _____ Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____	Approved _____ Denied _____ Date <u>6-6-13</u> Signed: <u>[Signature]</u> Deputy Police Chief or Designee Added Conditions: _____

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

Approved _____ Denied _____ Date _____ Signed: _____ Health Inspector or Designee Added Conditions: _____
--

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.