

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Date August 02, 2011

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 3rd Annual Jumbo Stampede: Tufts Alumni Homecoming 5K

Description 5K fun run to be held as part of Tufts University's homecoming festivities

Location Begins and ends on the Tufts outdoor track.
Proposed route attached

Date and time 10/15/2011 @ 9 a.m.

Rain date and time (if applicable) N/A - same

Estimated maximum attendance at any one time 300

Attendee fees or suggested donations \$20.00 per person

Organization name Tufts University Alumni Association

Mailing address 80 George St, Suite 100-3, Medford, MA 02155

Telephone 617-627-3532 (main number)

Have you made any arrangements for:

Auxiliary Police?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>have sent letter requesting assistance</u>
Security?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>working w/ TYPD (Tufts Police Department)</u>
Parking?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>parking reserved on campus</u>
Food?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>post-race fuel stations on J-field (see map)</u>
Restrooms?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>port-o-johns set up on J-field (see map)</u>
Liability Insurance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>through Tufts University</u>

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.

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 canning 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 Samantha Spitzer Date 8/2/11
 Applicant name (print) Samantha Spitzer Applicant phone 617-627-6882
 Event name (taken from page 1) 3rd Annual Jumbo Stampede

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>8/10/2011</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.

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Applicant signature Samantha Snitow Date 8/2/11
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<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>8-12-11</u> Traffic and Parking Director or Designee Conditions: <u>Meeting required 2 weeks prior to event w/ Police coordinator, Police - DPW</u> <u>AEH/DA</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____

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City of Somerville
Police Department
220 Washington Street
Somerville, MA 02143-1307
(617) 625-1600
www.somervillema.gov



Thomas Pasquarello
Chief of Police

To: Chief Thomas Pasquarello
Fr: Lieutenant James Stanford
Date: August 10, 2011.
Re: Jumbo Stampede 5K

Sir,

I have reviewed the Public Event Permit Application for the Annual Jumbo Stampede 5K Road Race scheduled for October 15, 2011. All aspects of the permit are in order and the Somerville Auxiliary Police will have sufficient manpower available to cover the event. I recommend the permit application be approved.

Respectfully,

A handwritten signature in black ink, appearing to read "James Stanford", written over a horizontal line.

Lieutenant James Stanford
Somerville Police Department
Special Operations Division
617-625-1600 X7285
jstanford@police.somerville.ma.us



UNIVERSITY ADVANCEMENT

Office of Alumni Relations

August 4, 2011

Thomas Pasquarello
Chief of Police
Somerville Police Department
220 Washington Street
Somerville, MA 02143

Dear Chief Pasquarello:

The Tufts University Office of Alumni Relations is planning our third annual Jumbo Stampede 5k Road Race, scheduled for Saturday, October 15, 2011, as part of Tufts' homecoming weekend festivities. We are requesting your sign-off for our city permit application. We have reached out to Jerry Carvalho and expect to be working with both the Somerville Auxiliary Police and the Tufts University Police Department together again for the third year.

The race starts at 9:00am on Powderhouse Boulevard near the Tufts University athletic track. We will be setting up and registering runners at J-field (shown on the attached route map) beginning at 8:00am. The race is mostly on our campus, and will also end at the Tufts University track. Most runners will finish between 9:30am and 10:00am, and the entire event will be over by 11:00am at the latest.

I have enclosed a map of course for your review. I noted where we have stationed officers in the past to direct traffic around the runners. We appreciate the help of your department /the Auxiliary Police in ensuring that we have a safe and successful race.

If I can answer any questions, please call me at 617-627-6882. Thank you again for your assistance.

Sincerely,

Samantha Snitow

Samantha Snitow
2011 Jumbo Stampede Race Director
Assistant Director, Young Alumni and Student Programming
Tufts University Office of Alumni Relations

