

Leave sent back to LT. Sheard ops  
to determine if AUXILIARY IS AVAILABLE  
TO SUPPORT 1000 PM T.C. PARTS. ✓

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

Date 1/31/11

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 16<sup>th</sup> Annual Somerville Homeless Coalition Road Race  
Description Seeking clearance to hang banner two months before event to promote race, registration/brunch/award ceremony, 5K Road Race.  
Location Sign: Davis Square (Plaza in front of JPLicks)  
Registration ceremony: Seven Hills Park Davis Square, Race: See attached directions  
Date and time 10/1/2011 7:00 am - 1:00 pm  
Rain date and time (if applicable) \_\_\_\_\_  
Estimated maximum attendance at any one time 1000  
Attendee fees or suggested donations \$20

Organization name Somerville Homeless Coalition Inc.  
Mailing address P.O. Box 440436, Somerville MA 02144  
Telephone 617-623-6111

Have you made any arrangements for:

Auxiliary Police? ☒ Yes ☐ No If yes, describe only for race  
Security? ☒ Yes ☐ No If yes, describe volunteers  
Parking? ☐ Yes ☒ No If yes, describe N/A  
Food? ☒ Yes ☐ No If yes, describe Donated from local Restaurants  
Restrooms? ☒ Yes ☐ No If yes, describe Aubon, Johnny D's, Harvard Van Guard  
Liability Insurance? ☒ Yes ☐ No If yes, describe Add on to SHC policy

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 Mark Alston Date 3/31/11  
 Applicant name (print) Mark Alston Follansbee Applicant phone 617-623-6111  
 Event name (taken from page 1) 16th Annual Somerville 5K

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>3/1/2011</u> <u>[Signature]</u> Police Chief or Designee Conditions: <u>See conditions</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>2/14/11</u> <u>[Signature]</u> Chief Fire Engineer or Designee Conditions:
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>3-29-11</u> <u>[Signature]</u> Traffic and Parking Director or Designee Conditions:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>2-14-11</u> <u>[Signature]</u> DPW Commissioner or Designee Conditions:

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

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>3/22/11</u> <u>[Signature]</u> Health Inspector or Designee Conditions: <u>Needs permit</u>
---

Once signed, the Department should:

- ☒ Contact the applicant at the phone number above to arrange for pick-up. 617-623-6111
- ☐ Fax the application (no cover page) to the following fax number: \_\_\_\_\_
- ☐ Fax the application to the City Clerk at 617 625-4239.



# City of Somerville

## Police Department

220 Washington Street  
Somerville, MA 02143  
(617) 625-1600



Thomas Pasquarello  
Chief of Police

To: Chief Thomas Pasquarello  
Fr: Lieutenant James Stanford  
Date: March 1, 2011  
Re: Homeless Coalition Road Race

Sir,

Having spoken with Auxiliary Police Chief Jerry Carvalho I feel confident that the Somerville Auxiliary Police Department will have sufficient manpower available to cover the road race. However, due to the number of participants and the difficulties at last year's event, I recommend the sponsor be required to hire a minimum of one detail officer as a condition of the permit.

Additional recommendations for next year's event include exploring alternate race course designs and changing the race day from a Saturday to a Sunday. The recommended changes would alleviate traffic congestion and cause less disruption to local businesses.

Respectfully,

Lt. Stanford 

**Somerville Homeless Coalition  
2011 Somerville Road Race Banner Mock-Up**

**14<sup>TH</sup> ANNUAL SOMERVILLE HOMELESS COALITION ROAD RACE**



**10/3/09 AT 9AM IN DAVIS SQUARE**

**ALL PROCEEDS BENEFIT SOMERVILLE HOMELESS COALITION, INC.**

**[WWW.SHCINC.ORG](http://WWW.SHCINC.ORG) TO LEARN MORE**

