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PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Event name Glenwood Road Block Party

Description Block Party

Location (attach a route if applicable) Glenwood Road

Date(s) June 29th 2013 Rain date(s) June 30th 2013

Start time (include setup) 11am End time (include breakdown) 8pm

Estimated maximum attendance at any one time 100

Attendee fees or suggested donations 10\$ Suggested Donation for Bouncy House

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

Will alcohol be served? Y N If yes, describe _____

Will a grill/open-flame device be used? Y N If yes, describe People will grill in their yards and driveways on their personal grills.

Will streets or sidewalks be blocked? Y N If yes, describe Blocked at Glenwood and Vernon

Organization name Glenwood Road Block Party

Mailing address (to mail the license) 30 Glenwood Road, Somerville, MA 02145

Contact person Pearl Emmons

Telephone 617-470-6675 Email dancingpearl@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  Date 6/4/2013
 Print name Pearl Emmons Phone 617-470-6675 Email dancingpearl@gmail.com
 Event name (taken from page 1) Glenwood Road Block Party

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

<u>Approved</u> <u>Denied</u> Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____	<u>Approved</u> <u>Denied</u> Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____
<u>Approved</u> <u>Denied</u> Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____	<u>Approved</u> <u>Denied</u> Date <u>6-5-13</u> 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.

<u>Approved</u> <u>Denied</u> 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.
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Applicant signature *Pearl* Date 6/4/2013
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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____ _____	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6-5-13</u> Signed: <u><i>John W. Sullivan</i></u> Chief Fire Engineer or Designee Added Conditions: <u>Movable</u> <u>Barriers ONLY</u> - _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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 Signed: _____
 Health Inspector or Designee
 Added Conditions: _____

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John Long

From: John Long
Sent: Tuesday, June 04, 2013 4:47 PM
To: Betsy Rivera; Christine Morin; Diane Ringer; jcarvalho@police.somerville.ma.us; Jennifer Caranfa; Kevin Kelleher; Matthew Dias; Patricia Romano; Patrick Sullivan III; Stanley Koty; Suzanne Rinfret; tvitiello@police.somerville.ma.us
Subject: Glenwood Rd Block Party--Changing Date
Attachments: GlenwoodBlockParty-PearlEmmons-6174706675-PublicEventApplication

Attached is an application for a Glenwood Road Block Party. Their block party was already approved for June 22, but now they have to push it back to the weekend of June 29.

Please review, sign, and return it to me when you get a chance.

Contact the organizer, Pearl Emmons, if you have any questions.

Thanks for your help.

-John

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John J. Long, City Clerk
City of Somerville
93 Highland Avenue
Somerville, MA 02143
617 625-6600 x4110
FAX 617 625-4239
www.somervillema.gov
jlong@somervillema.gov

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 Print name Pearl Emmons Phone 617-470-6675 Email dancingpearl@gmail.com
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<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/4/13</u> Signed: <u><i>[Signature]</i></u> Police Chief or Designee Added Conditions: <u>Access for</u> <u>EMERGENCY vehicles</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____

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