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

Date September 15, 2012

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 Community Supported Art (CSArt) Harvest Party  
Description Community Supported Art uses the agriculture model to link artists to buyers. The program encourages local artists to build a small biz model, & encourages local consumers to support local art  
Location Davis Square outdoor Park  
Date and time Sept 15 - noon - 4 pm  
Rain date and time (if applicable) n/a  
Estimated maximum attendance at any one time 100  
Attendee fees or suggested donations n/a

Organization name Cambridge Center for Adult Education  
Mailing address 42 Brattle St, Cambridge MA 02137-5477  
Telephone Somerville Arts Council  
50 Evergreen Ave  
Somerville, MA

Have you made any arrangements for:

Auxiliary Police?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe _____
Security?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe _____
Parking?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe _____
Food?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe _____
Restrooms?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe _____
Liability Insurance?	<input type="checkbox"/> Yes	<input type="checkbox"/> 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.

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 T. Byrne Date 4/25/12  
 Applicant name (print) Terry Byrne Applicant phone 617-547-6789 x 216  
 Event name (taken from page 1) CSA Harvest Party

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>4/25/12</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: _____ _____ _____
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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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Cambridge Center for Adult Education

Occupancy Permit full description

Co-Sponsored by the Somerville Arts Council

Community Supported Art Harvest Party

Sept. 15, 2012, 12 to 4 p.m.

Davis Square Statue park

### **Description of activity**

The Community Supported Art harvest party allows 50 shareholders to come and pick up their artwork and see other artwork made by the artists.

We will have an open canopy and 4 or 5 folding tables, 4 or 5 folding chairs, 50 boxes of art (each one holds three pieces of art), and other art by three artists. Set up will be minimal.

We would like to distribute free to the shareholders cookies and snacks from local vendors, but will not be selling any food or drink.

For more information contact:

Terry Byrne

CCAЕ

617-547-6789 x 216

[terry.byrne@ccae.org](mailto:terry.byrne@ccae.org)