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

Event name 5<sup>th</sup> Annual Snake Up Somerville / Recreation Road Race  
Description CHILDREN'S FUN RUN AND ADULT 5K ROAD RACE.

Location (attach a route if applicable) Somerville High School Concourse

Date(s) APRIL 13, 2014 Rain date(s) \_\_\_\_\_

Start time (include setup) 10:00 AM End time (include breakdown) 2:00 P.M.

Estimated maximum attendance at any one time 150

Attendee fees or suggested donations \$5 FOR CHILDREN \$20 FOR ADULTS.

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

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 Auxiliary Police AND VOLUNTEERS.

Organization name Somerville Youth and Recreation Foundation

Mailing address (to mail the license) 19 WALNUT STREET

Contact person David Mangan

Telephone 617 625 6600 x2983 Email david.mangan.1@us.af.mil

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 Somerville High Concourse.

Restrooms? ☒ Yes ☐ No If yes, describe CITY HALL

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 *James Halloran* Date Feb 10, 2014  
 Print name: Jim Halloran Phone 617 625 4600 Email jhalloran@somerville  
 Event name (taken from page 1) 5th Annual SUPREMACY Somerville MA. 900

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 _____ Signed: <u><i>Charles J. ...</i></u> Police Chief or Designee Added Conditions: _____ _____ _____	<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: _____ _____ _____

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: _____ Health Inspector or Designee Added Conditions: _____ _____ _____
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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 *James Halloran* Date Feb 10, 2014  
 Print name Tom Halloran Phone 617 625 4600 Email jhalloran@somerville  
 Event name (taken from page 1) 5th Annual Supreme Court Summit ma.gov

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Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____ _____	X Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>2/11/14</u> Signed: <u><i>James Halloran</i></u> Chief Fire Engineer or Designee Added Conditions: _____ _____ _____
Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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Applicant signature *Jim Halloran* Date Feb 10, 2014  
 Print name: Jim Halloran Phone 617 625 4600 Email jhalloran@somerville  
 Event name (taken from page 1) 5th Annual L-SNARE W/Somerville ma.gov

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<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date <u>2/11/14</u> Signed: <u><i>John Halloran</i></u> Traffic and Parking Director or Designee Added Conditions: <u>Please Contact</u> <u>Suzanne for Signage + Parking</u> <u>Reservations - Detail Rate Needed</u>	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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Applicant signature *James F. Halloran* Date Feb 10, 2014  
 Print name: James F. Halloran Phone 617 625 4600 Email jhalloran@somerville  
 Event name (taken from page 1): 5th Avenue Square Dance Ma. 900

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