

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION

City of Somerville, Commonwealth of Massachusetts

Application #: PEL25-000138

File #: 25-021206

Event Name: Ignite Festival

Business Name: Somerville Arts Council (Ignite Festival)

Location: 90 Union Square

Application Type: Public Event License

APPLICANT

Company Name: Somerville Arts Council

Business Address:

50 Evergreen Ave
Somerville, MA 02145

Work Phone:

Email: imenjivar@somervillema.gov

Contact Name: Iaritza Menjivar

Home Address:

50 Evergreen Ave
Somerville, MA 02145

Home Phone:

of days: 1

Does this event occupy a public space or significantly affect nearby residents?: Yes

Are you the party applying for the Public Event License?: Yes

Describe the location in detail: Union Square plaza, Union Sq municipal parking lot

In the last 5 years, have you been found guilty, liable, or responsible, in any judicial or administrative proceeding, for any violation of the City Wage Theft Ordinance or any State or Federal laws or regulations regulating the payment of wages? [City Wage Theft Ordinance](#): No

Date: 09/27/2025

Event Setup Begins: 02:00 PM

Start Time: 03:30 PM

End Time: 08:00 PM

Event Cleanup Ends: 10:00 PM

Do You Have a Proposed Rain Date for Your Public Event?: Yes

Date: 09/28/2025

Start Time: 02:00 PM

End Time: 10:00 PM

Organization name; if none, your name: Somerville Arts Council

Describe any social or cultural benefits of this event for Somerville residents : The Ignite Festival celebrates the international, vibrant culture and cuisine of Union Square while providing an opportunity for residents to connect with the arts in their own community. It fosters cultural exchange, supports local artists and businesses, and creates a shared space for neighbors to come together in celebration.

Describe any financial benefits of this event for Somerville businesses or organizations: This event highlights and promotes Union Square's restaurants and businesses, driving foot traffic to the area and encouraging attendees to dine, shop, and engage with local establishments.

What is the budget for this event?: 10,000

Complete Mailing Address : 50 Evergreen Ave Somerville, MA 02145

Contact name for follow-up questions (Will be available to the public): Iaritza Menjivar

Email: imenjivar@somervillema.gov

Phone (Will be available to the public): 857-270-4988

Event Name : Ignite Festival

Describe the Event: Ignite Festival is a vibrant celebration of the diverse culture and cuisine of Union Square. The event will feature fiery food, dynamic performances, and illuminated art installations, transforming the plaza into a lively hub of global flavors and creativity. In addition to on-site activities, we will partner with Union Square businesses to offer featured dishes or drinks at their own locations, encouraging festival-goers to explore and support the neighborhood.

Describe any Entertainment at the Event (if none, type None): We plan to feature fire throwers, illuminated roaming performances, light-based art installations, and a diverse array of international food and craft vendors.

Describe any tents, inflatables, or other temporary structures to be used (if none, type None): We will have 10x10 tents for craft vendors and tables for food vendors stationed throughout the plaza. Fire artists will perform within a metal-barricaded area to maintain a safe distance from the crowd. A number of art installations will be placed across the square.

Describe any accessibility features available to attendees/participants: Seating will be available for attendees who need it. Designated accessible parking spots will be provided, and sidewalks and crosswalks will remain clear to ensure safe and easy navigation throughout the event.

Estimated maximum attendance at one time : 600

Estimated total number of people attending: 900

Estimated total number of Somerville residents attending : 700

Maximum number of attendees you will accommodate: 900

Attendee fees or suggested donations : free

Will this event be open to the public?: Yes

Describe your outreach/publicity: Outreach and publicity will include a press release, social media promotion, printed posters, open call outreach to artists and businesses, and inclusion in the Somerville Arts Council newsletter.

Will food be served?: Yes

If yes, describe:: Nibble Kitchen, Machu Pichu, Masala Square have historically participated. We will submit a coordinator checklist to confirm all vendors.

Will the event be catered?: No

Will a grill/open-flame device be used? : Yes

If yes, describe:: Yes. Food vendors will be using grills or other open-flame devices and will apply for their own permits. In addition, the event will feature fire thrower performances, and we will be applying for a fire detail to oversee these activities.

Will any streets be blocked? : No

Will any sidewalks be blocked? : No

Will any public parks be used? : No

Has this event occurred in the last two years? : Yes

If yes, prior dates : September 30, 2023, September 28, 2024

Police Detail : No

Parking for Attendees : Yes

If yes, describe:: Yes. We will request reserved ADA-accessible parking spots on Bonner Avenue through the Traffic and Parking Department.

Restrooms : Yes

If yes, please describe the restrooms being provided, and if you are providing portable toilets, state how they will be delivered and removed:: Yes. The Department of Public Works will provide portable restrooms for the event, which will be delivered prior The Friday before the festival (9/26) and removed the Monday after the event concludes (9/29).

Liability Insurance : No

Approval Conditions:

Reviewer: Maureen Lee, ISD Health, Approved with Conditions

1. ISD Health Has approved with the following conditions: (1) a completed coordinators checklist is submitted 4 weeks prior to the event, and (2) a completed temporary food License application is submitted by each vendor 3 weeks prior to the event.

Reviewer: Charles Breen, Fire Prevention, Approved with Conditions

1. Will require fire details as per past events.

Reviewer: CS Mayor, Mayor's Office, Approved

Reviewer: Albert Bargoot, ISD Building, Approved

Reviewer: Kevin Roche, Engineering, Approved

Reviewer: CS Traffic and Parking, Traffic and Parking, Approved

Reviewer: Eric Weisman, Public Works, Approved

Reviewer: Jesse Moos, Engineering, Complete

Reviewer: Mackenzie Richardson, Police, Approved

Reviewer: Kimberly M. Wells, City Clerk, Approved