

**PUBLIC EVENT PERMIT APPLICATION**  
**City of Somerville, Commonwealth of Massachusetts**  
**Application #: PEL15-000138**  
**File #: 15-008104**

**Organization name:** Fairfax Neighborhood Potluck

**Event name:** Fairfax St Community Potluck

**Description:** Close street to allow all families to bike, gather, eat and play games on street.

**Location:** 61 FAIRFAX ST Entire Fairfax St (close street)

**Date(s):** 9/12/2015

**Rain date(s):** 9/13/2015

**Setup starts at (time):** 10:00am

**Event starts at (time):** 12:00pm

**Cleanup after the event ends at (time):** 7:00pm

**Event ends at (time):** 6:00pm

**Attendees:**

Max attendance at one time: 100

Total people attending: 150

Maximum attendees accommodated:

Total Somerville residents attending: 125

**Attendee fees or suggested donations:** 0.00

**What is your budget for this event:**

**Social or cultural benefits:**

Getting to know neighbors.

**Financial benefits:**

**City Contact:**

**Organization mailing address:**

61 Fairfax St  
 Somerville, Ma 02144

**Contact person:**

Dan Butler  
 Telephone: 617-429-4779  
 Email: butlerdaniel@gmail.com

Event Information	Yes/No	If yes, Describe
Food served?	Yes	Potluck. Everyone will bring own food.
Alcohol served?	No	
Grill/open-flame device used?	Yes	Some families may grill.
Streets blocked?	Yes	We would like to close Fairfax St during the event to allow kids to play.
Sidewalks blocked?	No	
<b>Arrangements:</b>		
Auxiliary Police?	No	
Police Detail:	No	
Parking (for Attendees)?	Yes	Will contact Parking Dept for guests passes.
Restrooms?	Yes	Open Houses.
Liability Insurance?	No	
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	9/13/2014
Alcohol License?	No	

**Approval Conditions:**

**Reviewer:** John J. Long, City Clerk, Approved

**Reviewer:** CS Mayor, Mayor's Office, Approved

**Reviewer:** CS Police, Police, Approved

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

**Reviewer:** Christine Morin, Public Works, Approved

**Reviewer:** CS Fire, Fire Prevention, Approved

**Reviewer:** John J. Long, City Clerk, Complete

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