

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts
Application #: PEL16-000136
File #: 15-007347

Organization name: Starlab Studios

Description: An annual event celebrating local music, comedy and visual arts. The event features two stages, a flea market of local vendors and food and beverages from local small businesses.

Date(s): Setup Friday Sept. 2 10AM-10PM
 Event Saturday Sept. 3 10AM-11PM
 Breakdown Sunday Sept. 4 10AM-5PM

Setup starts at (time): Friday at 10AM

Cleanup after the event ends at (time): Sunday at 5PM

Attendees:

Max attendance at one time: 400

Maximum attendees accommodated: 750

Attendee fees or suggested donations: \$12 advance / \$15 day of show

Social or cultural benefits:

Starlabfest is an annual music & arts festival, 7 years running, that brings the local music and creative community together, as well as neighborhood folks interested in checking out new things.

City Contact: Greg Jenkins at the Somerville Arts Council has agreed to let us utilize the property at 10 Poplar St for this event

Organization mailing address:

Lisa Vidal
 7 School St. #2
 Somerville, MA 02143

Event name: Starlabfest Music & Arts Festival

Location: 10 POPLAR ST 10 Poplar St.

Rain date(s): Setup Friday Sept. 9 10AM-10PM
 Event Saturday Sept. 10 10AM-11PM
 Breakdown Sunday Sept. 11 10AM-5PM

Event starts at (time): Saturday 12Noon

Event ends at (time): Saturday 10PM

Total people attending: 600-800

Total Somerville residents attending: 300-400

What is your budget for this event: \$5,000

Financial benefits:

The event draws upwards of 500 attendees that patronize businesses in and around the Union Square area, as the event is an all day affair.

Contact person:

Matt Price
 Telephone: 617-319-0533
 Email: matt@starlabstudios.com

Event Information	Yes/No	If yes, Describe
Food served?	Yes	One or two certified local vendors will be providing food from a smoker / wood-fired grill
Alcohol served?	Yes	Beer, Cider and Wine will be served by certified professionals, providing a special alcohol license is issued by the Somerville License Commission
Grill/open-flame device used?	Yes	A wood-fire grill / smoker will be used to cook. We are happy to comply with any Fire detail that Fire Prevention may deem necessary.
Streets blocked?	No	
Sidewalks blocked?	No	
Arrangements:		
Auxiliary Police?	No	
Police Detail:	Yes	We will schedule police detail as requested by SPD
Parking (for Attendees)?	No	
Restrooms?	Yes	Portable toilets (including a handicap accessible unit) will be provided
Liability Insurance?	Yes	We will provide a certificate of liability insurance from our insurance company
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	The event has occurred each summer for the past six

Alcohol License? Yes years, last year's event took place on August 22nd 2015.
As always, we will be requesting a special alcohol license to serve beer and wine

Approval Conditions:

Reviewer: CS Mayor, Mayor's Office, Approved with Conditions

1. The City's Noise Ordinance caps at 10pm, so if music is continuing outdoors until 11pm on Saturday, it would need to be greatly reduced or could be subject to shutdown if we receive complaints about the noise level.

Reviewer: Elise Collins, ISD Health, Approved with Conditions

1. Food must be provided by a licensed food vendor. All vendors must apply for a temporary food permit to distribute food to the public. Contact Health Dept at 617-625-6600x4335 to obtain Temporary Food Permits.

Reviewer: CS Fire, Fire Prevention, Approved with Conditions

1. With any type of public event that includes cooking and a temporary alcohol license, a fire detail will be required. Please see the Fire Officer at the Alcohol Licensing Commission meeting.

Reviewer: John J. Long, City Clerk, Complete

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

Reviewer: Lori Batzek, City Clerk, Approved

Reviewer: Christine Morin, Public Works, Approved

Reviewer: John J. Long, City Clerk,

Reviewer: David Monte, Police, Approved

Reviewer: John J. Long, City Clerk, Approved
