

PUBLIC EVENT/SPECIAL ALCOHOL LICENSE APPLICATION
City of Somerville, Commonwealth of Massachusetts
Application #: PEL18-000028
File #: 14-005300

Application for: Public Event

Organization name: Somerville Homeless Coalition

Description: 5K Race which raises funds for the Somerville Homeless Coalition

Date(s): October 6, 2018

Setup starts at (time): 6am

Cleanup after the event ends at (time): 12:30pm

Attendees:

Max attendance at one time: 1100

Maximum attendees accommodated: 1100

Attendee fees or suggested donations: \$30 registration fee in advance, \$35 registration fee day of event

Social or cultural benefits:

We serve the homeless and near-homeless residents of Somerville, this Road Race is a fundraiser for the services provided by our agency.

Event Contact: Rachel Brenner-Goldstein

Event name: 23rd Annual Somerville 5K Road Race

Location: 1 Davis Square #B Road race, starting/ending at the parking lot behind Rite Aid located at 393 Highland Ave

Rain date(s): None

Event starts at (time): 9am

Event ends at (time): 11am

Total people attending: 1100

Total Somerville residents attending: 500

What is your budget for this event: N/A

Financial benefits:

Numerous local business and restaurants sponsor this event and are recognized before/during/after the race.

Event Contact Phone: 617-623-6111

Event Information	Yes/No	If yes, Describe
Food served?	Yes	Food is donated by local restaurants
Alcohol served?	No	
Grill/open-flame device used?	No	
Streets blocked?	Yes	Rite Aid Parking Lot to the MBTA Busway to Holland St to Broadway to North St to Powderhouse Blvd to Broadway to Cedar St to Bike Path back to Rite Aid Parking Lot. We work closely with Traffic and Parking before and during the race. Some roads will be blocked temporarily. We also work with the MBTA to shut down roadway of bus terminal at the beginning of the race. For the duration of the event, the backside of business parking is closed to the public (other than Rite Aid employees).
Sidewalks blocked?	No	
Arrangements:		
Auxiliary Police?	Yes	We use Auxiliary Police to help direct runners along the route.
Police Detail:	Yes	We hire a police detail to assist at the race.
Parking (for Attendees)?	No	
Restrooms?	Yes	Port-a-potty rentals with handicap accessibility
Liability Insurance?	Yes	Add on to SHC policy
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	10/7/2017, 10/1/2016

Approval Conditions:

Reviewer: CS Fire, Fire Prevention, Approved with Conditions

1. Fire detail will be required, please contact the fire prevention office

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

1. Pre-race meeting is required a minimum of 3 weeks prior to race. Please contact Suzanne at Traffic and Parking.

Reviewer: Elise Collins, ISD Health, Approved

1. All food/non alcoholic beverage vendors must apply for Temporary Food Permit. Non profit may also apply for food permit. PEL will not be approved until Temp Permits are applied for. Contact Health Department for compliance responsibilities.

Approved By:

CS Mayor, Approved

Scott Whalen, Approved

CS Auxiliary Police, Approved

CS Traffic and Parking, Approved with Conditions

Pre-race meeting is required a minimum of 3 weeks prior to race. Please contact Suzanne at Traffic and Parking.

Christine Morin, Approved

CS Fire, Approved with Conditions

Fire detail will be required, please contact the fire prevention office

Elise Collins, Approved

John J. Long, Approved

