

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

Date 17 April 2013

**To the Honorable, the Board of Aldermen of the City of Somerville:**

The undersigned requests permission to conduct the following event. This permission will only be effective for the listed location and time, and will be subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, and any conditions prescribed by the Board of Aldermen and/or City Departments. Any charges incurred will be the sole responsibility of the applicant and must be paid in full prior to the event.

Event name Commuter Challenge Starting Line Party

Description A Somerville Bike Committee Bike Week event cosponsored by Livable Streets. Participants will travel via various modes to see who can get from Davis Square to Dewey Square quickest under typical AM rush hour conditions (participants will obey all traffic laws).

Location Chester St between Herbert St and Elm St: \*\* Road Closure Required\*\*

Date and time Tuesday May 7 2013, 7:00-9:00 AM

Rain date and time (if applicable) Wednesday May 8, 7:00 - 9:00 AM

Estimated maximum attendance at any one time 75

Attendee fees or suggested donations 0

Organization name Somerville Bicycle Committee

Mailing address C/O Sarah Spicer, Somerville City Hall, 93 Highland Avenue, Somerville, MA 02145

Telephone 617-625-6600 x2519

Have you made any arrangements for:


Auxiliary Police?	<u>    </u> Yes	<u>  x  </u> No	If yes, describe	<u>Bicycle police if possible</u>
Security?	<u>    </u> Yes	<u>  x  </u> No	If yes, describe	<u>                                    </u>
Parking?	<u>    </u> Yes	<u>  x  </u> No	If yes, describe	<u>Need no parking signs on meters and horses</u>
Food?	<u>  x  </u> Yes	<u>    </u> No	If yes, describe	<u>Redbones food and coffee</u>
Restrooms?	<u>    </u> Yes	<u>  x  </u> No	If yes, describe	<u>                                    </u>
Liability Insurance?	<u>    </u> Yes	<u>  x  </u> No	If yes, describe	<u>                                    </u>

Note the following Conditions:

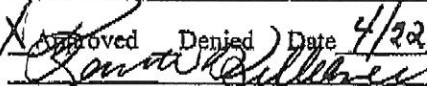
1. The event must not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein, or as directed by Police Officers or Auxiliary Police Officers.
2. Any road closures or detours must be approved in advance by the Traffic and Parking Director, and must be implemented with traffic controls specified by the Traffic and Parking Department. Such controls, and any displays or items placed on any street, shall be movable at all times. Vehicles will not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit will be required 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 is a carning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. 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, nor within 300 feet of any building from which an occupant asks that the performance desist.

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  Date 4-17-13  
 Applicant name (print) Sarah Spicer on behalf of SBC Applicant phone 617-625-6600 x2519  
 Event name (taken from page 1) Commuter Challenge Starting Line Party

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

Approved _____ Denied _____ Date _____ Police Chief or Designee Conditions: _____ _____ _____	X Approved _____ Denied _____ Date <u>4/22/13</u> <u></u> Chief Fire Engineer or Designee Conditions: _____ _____ _____
Approved _____ Denied _____ Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

Approved _____ Denied _____ Date _____ Health Inspector or Designee Conditions: _____ _____ _____
---

Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☒ Fax the application (no cover page) to the following fax number: 625-0722 ; aspicar@somervillema.gov.
- ☐ Fax the application to the City Clerk at 617 625-4239.

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 is a canning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. 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, nor within 300 feet of any building from which an occupant asks that the performance desist.

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 [Signature] Date 4-17-13  
 Applicant name (print) Sarah Spicer on behalf of SBC Applicant phone 617-625-6600 x2519  
 Event name (taken from page 1) Commuter Challenge Starting Line Party

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date <u>4/22/13</u> Police Chief or Designee Conditions: _____ _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>4/22/13</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Health Inspector or Designee Conditions: _____ _____ _____
---

*Contact Suzanne w/ No Parking Space requests*

Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☒ Fax the application (no cover page) to the following fax number: 625-0722 ; sspicer@somervillema.gov.
- ☐ Fax the application to the City Clerk at 617 625-4239.

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 is a canning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. 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, nor within 300 feet of any building from which an occupant asks that the performance desist.

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 [Signature] Date 4-17-13  
 Applicant name (print) Sarah Spicer on behalf of SBC Applicant phone 617-625-6600 x2519  
 Event name (taken from page 1) Commuter Challenge Starting Line Party

*Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.*

__ Approved __ Denied Date _____ Police Chief or Designee Conditions: _____ _____	__ Approved __ Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____
__ Approved __ Denied Date _____ Traffic and Parking Director or Designee Conditions: _____ _____	__ Approved __ Denied Date <u>4-23-13</u> DPW Commissioner or Designee Conditions: _____ _____

*Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.*

__ Approved __ Denied Date _____ Health Inspector or Designee Conditions: _____ _____
--

Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☒ Fax the application (no cover page) to the following fax number: 625-0722 ; sspicer@somervillema.gov
- ☐ Fax the application to the City Clerk at 617 625-4239.

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 is a canning drive, the applicant will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
5. 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, nor within 300 feet of any building from which an occupant asks that the performance desist.

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 [Signature] Date 4-17-13  
 Applicant name (print) Sarah Spicer on behalf of SBC Applicant phone 617-625-6600 x2519  
 Event name (taken from page 1) Commuter Challenge Starting Line Party

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

__ Approved __ Denied Date _____ Police Chief or Designee Conditions: _____ _____ _____	__ Approved __ Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
__ Approved __ Denied Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	__ Approved __ Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

Obtain the signatures below if the applicant will be providing food to attendees. Not needed for block parties.

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>4/18/13</u> <u>[Signature]</u> Health Inspector or Designee Conditions: <u>NO TEMPORARY</u> <u>PERMIT NEEDED - "DOORSTEP</u> <u>EXEMPTION" LOCATION</u>
---

Once signed, the Department should:

- ☐ Contact the applicant at the phone number above to arrange for pick-up.
- ☒ Fax the application (no cover page) to the following fax number: 625-0722 ; sspicer@somervillema.gov.
- ☐ Fax the application to the City Clerk at 617 625-4239.

- 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.

Obtain the signatures below before submitting this form to the City Clerk for consideration by the Board of Aldermen.

Approved _____ Denied _____ Date _____ Police Chief or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
Approved _____ Denied _____ Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved _____ Denied _____ Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

\_\_\_\_\_ Approved \_\_\_\_\_ Denied Date \_\_\_\_\_  
 Health Inspector or Designee  
 Conditions: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_ Contact the applicant at the phone number above to arrange for pick-up.  
 \_\_\_ Fax the application (no cover page) to the following fax number: 625-0722 ; [sspicer@somervillema.gov](mailto:sspicer@somervillema.gov).  
 \_\_\_ Fax the application to the City Clerk at 617 625-4239.