



PUBLIC PROPERTY/EVENT PERMIT APPLICATION

City of Somerville, Commonwealth of Massachusetts

Date: August 2, 2012

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

The undersigned respectfully prays that he/she may be granted permission to occupy the following public property for the purpose of conducting an 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 to the appropriate City Department prior to issuance of the Permit.

Event name: Honk Festival – Preview Event

Description: Thursday evening preview performance on Union Square Plaza by small selection of the bands that will later be part of the Honk Festival over the weekend.

Location: Union Square Plaza

Date and time: Thursday, October 4, 2012 from 7 to 10 pm

Estimated maximum attendance at any one time: 150

Attendee fees or suggested donations: free

Organization name: Union Square Main Streets/ Honk

Mailing address: 66-70 Union Square, Somerville MA 02143

Telephone: 617-955-0080

Email: mimi@unionsquaremain.org

Have you made any arrangements for:

Auxiliary Police? ☐ Yes ☒ No If yes, describe _____

Security? ☐ Yes ☒ No If yes, describe _____

Parking? ☒ Yes ☐ No If yes, describe Lot behind the Independent

Food? ☐ Yes ☒ No If yes, describe _____

Restrooms? ☒ Yes ☐ No If yes, describe SCAT and nearby businesses

Liability Insurance? ☒ Yes ☐ No If yes, describe USMS maintains general liability ins.

Note the following Conditions:

1. The applicant will not obstruct or inhibit the flow of vehicles or pedestrians except for road closures or detours permitted herein.
2. If the applicant requires road closures, those road closures or detours will not be implemented without proper traffic controls in place. 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. Temporary stoppage of traffic by Police Officers or Auxiliary Police Officers will be acceptable. Detours and road closures must be approved in advance by the Traffic and Parking Director and any signage required must remain in place as specified for the duration of the event.
3. If the applicant requires the use of signage loaned by the Department of Traffic and Parking, a security deposit will be required to ensure that the signage is returned. Failure to return the signage will result in forfeiture of the deposit.
4. 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.
5. If the event is a canning drive, the applicant will provide all canners with reflector vests provided by the Police, will provide adult monitors at each location, and will maintain a copy of the approved permit at each location.
6. If the event is 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] Applicant name MIMI GRANEY, UNION SQ, MAIN STREETS
Event name (taken from page 1) Honk Festival - Preview Event

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

<u>Approved</u> <u>Denied</u> Date <u>8/6/12</u> <u>[Signature]</u> Police Chief or Designee Conditions: _____ _____ Road Race: Route OK'ed by Auxiliary Police? <u>Y</u> <u>N</u>	<u>Approved</u> <u>Denied</u> Date _____ _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____ _____
<u>Approved</u> <u>Denied</u> Date _____ _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____ _____	<u>Approved</u> <u>Denied</u> Date _____ _____ DPW Commissioner or Designee Conditions: _____ _____ _____ _____

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Applicant signature Mimi Graney

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Traffic and Parking Director or Designee Conditions:	DPW Commissioner or Designee Conditions:

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Applicant signature Mimi Graney Applicant name MIMI GRANEY, UNION SQ, MAIN STREETS

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<u>Approved</u> <u>Denied</u> <u>Date</u> <u>9/9/12</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____ _____	<u>Approved</u> <u>Denied</u> <u>Date</u> _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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Road Race: Route OK'ed by Auxiliary Police? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N	
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Traffic and Parking Director or Designee Conditions: _____	DPW Commissioner or Designee Conditions: _____



FAX FORM

Date: August 2, 2012

Fax to #:	Police Department	Fax 617 628-4936
	Fire Department	Fax 617-625-8101
	Traffic and Parking	Fax 617 628-6675
	Department of Public Works	Fax 617 623-7649
	City Clerk	Fax 617 625-4239

FROM: Mimi Graney

Pages: 3 including this sheet

MESSAGE:

Please see attached request for Public Property/Event Permit for a preview event for the Honk Festival in Union Square. This would be a much smaller scale happening than the Davis Square Honk Festival and would not involve any road closures. For this preview event just one band would be performing at a time on the plaza.

USMS no longer has regular access to a fax machine so I'd appreciate it if you can please send responses directly to the City Clerk's office.

Thanks!

Union Square Main Streets
P.O. Box One, Somerville, MA 02143
Phone: 617-955-0080