

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts
Application #: PEL17-000080
File #: 15-005077

Organization name: Portuguese American Civic League
Holy Ghost

Event name: Holy Ghost Feast

Description: traditional 3 day feast celebrating the Holy Ghost

Location: 26 SPRINGFIELD ST 26 Springfield Street, Somerville, MA 02143

Date(s): July 7, 8, 9, 2017

Rain date(s): none

Setup starts at (time): Fri 6pm, Sat 7pm, Sun 9am

Event starts at (time): Fri 6pm, Sat 7pm, Sun 9am

Cleanup after the event ends at (time): Fri midnight, Sat midnight, Sun 10pm

Event ends at (time): Fri 11:30pm, Sat 11:30pm, Sun 10pm

Attendees:

Max attendance at one time: 500

Total people attending: 250

Maximum attendees accommodated:

Total Somerville residents attending: 250

Attendee fees or suggested donations: no fees

What is your budget for this event:

Social or cultural benefits:

Continuing the tradition of the Holy Ghost feast

Financial benefits:

Event Information	Yes/No	If yes, Describe
Food served?	Yes	hamburgers, hot dogs, sandwiches, tripe, octopus, fava beans, etc
Alcohol served?	Yes	beer and wine
Grill/open-flame device used?	Yes	charcoal grill
Streets blocked?	Yes	Springfield St
Sidewalks blocked?	No	
Arrangements:		
Auxiliary Police?	Yes	will call to get auxiliary police
Police Detail:	Yes	will call to get police detail
Parking (for Attendees)?	Yes	will have outhouses on site
Restrooms?	Yes	there are 2 restrooms inside the hall
Liability Insurance?	Yes	we have insurance
Will any public parks be used?	No	
Has the event occurred in the last two years?	Yes	this event takes places every July for the past 100+ years
Alcohol License?	Yes	we will apply for an alcohol license

Approval Conditions:

Reviewer: John J. Long, City Clerk, Approved

Reviewer: CS Mayor, Mayor's Office, Approved

Reviewer: Scott Whalen, Police, Approved

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

1. Please contact Traffic and Parking if any parking restrictions are required. All signage must be posted 48 hours prior to the event and event coordinator must follow city protocol for sign posting.

Reviewer: Christine Morin, Public Works, Approved

Reviewer: CS Fire, Fire Prevention, Approved with Conditions

1. Fire details required.

Reviewer: Elise Collins, ISD Health, Approved with Conditions

1. Temp permit must be pulled for this event, as food distribution is being done outside of licensed kitchen. Temp permit can be applied for through citizenserve website. Event coordinator must pull temp at least one month prior to event.

Reviewer: Lori Batzek, City Clerk, Approved

Reviewer: John J. Long, City Clerk, Approved
