

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Date 3/1/12

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 Emerson College Student Film Shoot
Description Filming of a short script at various locations. The film is simplistic in design - no excessive stunts, props, cast, etc.
Location See attached for a detailed list of locations and scene descriptions.
Date and time 3/23 - 3/25 (specific times listed on attached document)
Rain date and time (if applicable) Switch Friday and Saturday Schedules
Estimated maximum attendance at any one time 22 people including cast & crew
Attendee fees or suggested donations _____

Organization name Emerson College - Intermediate Film Production
Mailing address Little Building 619 D; PO Box 9145, Boston, MA 02117-9145 (personal)
Telephone Visual Media Arts Department: 617-824-8800
My Personal #: 603-286-6462

Have you made any arrangements for:

Auxiliary Police?	Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Security?	Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Parking?	Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Food?	Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Restrooms?	Yes	<input checked="" type="checkbox"/> No	If yes, describe _____
Liability Insurance?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If yes, describe <u>provided by Emerson College</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.

• If possible, I would like to request a parking permit for the weekend of the shoot.

John Long

From: Jaclyn Rossetti
Sent: Tuesday, March 20, 2012 3:08 PM
To: John Long
Subject: FW: Somerville Film Application

Jackie Rossetti
Deputy Director of Communications
City of Somerville
93 Highland Ave.
Somerville, MA 02143
(tel): 617-625-6600 x2614
(cell): 857-636-2396
(fax): 617-625-3434
www.somervillema.gov

-----Original Message-----

From: Thomas Pasquarello [<mailto:tpasquarello@police.somerville.ma.us>]
Sent: Tuesday, March 13, 2012 3:30 PM
To: Jaclyn Rossetti
Subject: RE: Somerville Film Application

Approved

-----Original Message-----

From: Jaclyn Rossetti [<mailto:JRossetti@somervillema.gov>]
Sent: Tuesday, March 13, 2012 1:10 PM
To: Thomas Pasquarello
Subject: FW: Somerville Film Application

FYI -- the film crew from Emerson won't be ON Clifton Street. They'll be on a portion of the bike path, it seems. See below.

Jackie Rossetti
Deputy Director of Communications
City of Somerville
93 Highland Ave.
Somerville, MA 02143
(tel): 617-625-6600 x2614
(cell): 857-636-2396
(fax): 617-625-3434
www.somervillema.gov

-----Original Message-----

From: Emily Prescott [mailto:emily_prescott@emerson.edu]
Sent: Tuesday, March 13, 2012 11:43 AM
To: Jaclyn Rossetti
Subject: Re: Somerville Film Application

Hi Jackie, we'd be doing that shot between 8 and 2 on Saturday 3/23.

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 Emily Prescott Date 3/1/12
 Applicant name (print) Emily Prescott Applicant phone 603-236-6462
 Event name (taken from page 1) Emerson College Student Film Shoot

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

<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Police Chief or Designee</p> <p>Conditions: _____</p> <p>_____</p> <p>_____</p>	<p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>3/9/11</u></p> <p><u>[Signature]</u></p> <p>Chief Fire Engineer or Designee</p> <p>Conditions: _____</p> <p>_____</p> <p>_____</p>
<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Traffic and Parking Director or Designee</p> <p>Conditions: _____</p> <p>_____</p> <p>_____</p>	<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>DPW Commissioner or Designee</p> <p>Conditions: _____</p> <p>_____</p> <p>_____</p>

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

<p><input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____</p> <p>Health Inspector or Designee</p> <p>Conditions: _____</p> <p>_____</p> <p>_____</p>
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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: _____
- ☐ 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.
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Approved _____ Denied _____ Date <u>3/9/12</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u> _____ _____	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: _____ _____ _____

Please Contact Suzanne
 Binnett @ 617.625.6600
 * for any No-Parking Restrictions
 (please also Contact Suzanne
 for parking permit.

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<u>Approved</u> <u>Denied</u> <u>Date</u> Traffic and Parking Director or Designee Conditions: _____ _____ _____	<u>Approved</u> <u>Denied</u> <u>Date</u> <u>5-13-17</u> DPW Commissioner or Designee Conditions: _____ _____ _____

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Locations and Times

3/23:

- 8:30 AM - 11:00 AM Lexington Park Bike Path. Approximately 50 Lexington Avenue Somerville, MA
- 11:30 AM - 1:30 PM Lexington Park Playground 50 Lexington Avenue Somerville, MA
- 3:00 PM - 5:00PM Lexington Park Bike Path. Approximately 50 Lexington Avenue Somerville, MA
- 3:00 PM - 5:00PM *Backup Location* Fairlee Street Somerville, MA

3/24:

- 8:00 AM - 2:00 PM 32 Clifton Street Somerville, MA (bench by offices)
- 11:30 PM - Wrap Private Restaurant (TBA)

3/25:

- 10:00 AM - 6:00 PM 38 Cherry Street Somerville, MA (Rental Residence)

indoors/backyard