

PUBLIC PROPERTY/EVENT PERMIT APPLICATION

City of Somerville, Commonwealth of Massachusetts

Date: 10/10/13

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: Winter Craft Market

Description: Ninth annual Winter Craft Market with 20 craft vendors inside Precinct with some outside on the Plaza. Items for sale are locally made crafts and holiday items such as wreaths. Typically there's 4 or so vendors in 10x10 tents on the plaza with the remainder inside Precinct.

Location: Union Square Plaza and inside Precinct

Date and time: Saturday, December 7, 2013 – event is 11 am to 4 pm. Set up starts 9am. Break down completed by 5 pm.

Estimated maximum attendance at any one time: 40

Attendee fees or suggested donations: free

Organization name: Union Square Main Streets

Mailing address: PO Box One, Somerville MA 02143

Telephone: 617-955-0080

Email: mimi@unionsquaremain.org

Have you made any arrangements for:

Auxiliary Police? ___ Yes X No If yes, describe _____

Security? ___ Yes X No If yes, describe _____

Parking? X Yes ___ No If yes, describe – vendors behind the Independent

Food? ___ Yes X No If yes, describe.

Restrooms? X Yes ___ No If yes, describe Inside Precinct

Liability Insurance? X Yes ___ No If yes, describe USMS carries blanket policy

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 M. Haney Applicant name MIMI GRANBY

Event name (taken from page 1) Winter Craft Market

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

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>10/16/13</u> Police Chief or Designee Conditions: _____ _____ Road Race: Route OK'ed by Auxiliary Police? <u>Y</u> <u>N</u>	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Traffic and Parking Director or Designee Conditions: _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____

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Applicant signature M. Graney Applicant name MIMI GRANNEY
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