

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Event name 19th Annual Somerville Homeless Coalition Road Race
Description seeking clearance to hang banner (Aug 1, 2014) two months before event to promote race, Registration/Brunch + Award Ceremony, 5K Road Race
Location (attach a route if applicable) Sign: Davis Square (Plaza in front of JP Licks)
Registration/Ceremony: Back side of Rite Aid (business parking), Race: see attached route
Date(s) Saturday, October 4, 2014 Rain date(s) none

Start time (include setup) 6:30 am End time (include breakdown) 1:00 pm

Estimated maximum attendance at any one time 1000

Attendee fees or suggested donations \$25

Will food be served? Y N If yes, describe Donated from local Restaurants

Will alcohol be served? Y N If yes, describe _____

Will a grill/open-flame device be used? Y N If yes, describe _____

Will streets or sidewalks be blocked? Y N If yes, describe _____

Organization name Somerville Homeless Coalition, Inc.

Mailing address (to mail the license) One Davis Square, Somerville MA 02144

Contact person Danielle Polonsky or Mark Alston-follansbee

Telephone (617) 623-6111 Email DPolonsky@shcinc.org
MAF@shcinc.org

Have you made arrangements for:

Auxiliary Police? Yes No If yes, describe only for race

Police Detail? Yes No If yes, describe hire one for race

Parking (for Attendees)? Yes No If yes, describe N/A

Restrooms? Yes No If yes, describe Port-a-Potty rentals/handicap accessible

Liability Insurance? Yes No If yes, describe Add on to SHC Policy

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. All 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, must be movable at all times. Vehicles must not be used as traffic controls. If the applicant requires the use of signage loaned by the Traffic and Parking Department, a security deposit must be paid 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.

- 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, except as permitted, nor within 300 feet of any building from which an occupant asks that the performance desist.
- Any fees charged by the city are the sole responsibility of the applicant and must be paid in full prior to the event.
- This permit is valid only for the listed location and time, and is subject to all of the terms, conditions, and limitations set forth in the Somerville Code of Ordinances, any applicable State and Federal laws, these conditions, and any other conditions prescribed by the Board of Aldermen and/or stated in the Departmental approvals below.

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 Mark Alston Date 2/4/14
 Print name Mark Alston-Polonsky Phone 617-623-6111 Email MAF@shcinc.org
 Event name (taken from page 1) 19th Annual Somerville Homeless Coalition Road Race

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>3/17/14</u> Signed: <u>[Signature]</u> Police Chief or Designee Added Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____ _____
<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Health Inspector or Designee Added Conditions: _____ _____ _____
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Danielle Polonsky

- Once signed, the Department should: DPolonsky@shcinc.org (617) 623-6111 x227
- Contact the applicant at the phone number/email address above to arrange for pick-up.
 - Fax the application (no cover page) to the following fax number (617) 776-7165
 - Fax the application to the City Clerk at 617 625-4239.

Any

4. 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, except as permitted, nor within 300 feet of any building from which an occupant asks that the performance desist.
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Applicant signature Mark Alston-Follansbee Date 2/4/14
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<input checked="" type="checkbox"/> Approved <u> </u> Denied <u> </u> Date <u>3/7/14</u> Signed: <u>A. Elwell</u> Traffic and Parking Director or Designee Added Conditions: <u>prior meeting</u> <u>Required to go over specifics</u>	<u> </u> Approved <u> </u> Denied <u> </u> Date <u> </u> Signed: _____ DPW Commissioner or Designee Added Conditions: _____ _____ _____

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

<u>Approved</u> <u>Denied</u> <u>Date</u> <u>2/27/14</u> Signed: _____ Health Inspector or Designee Added Conditions: <u>Apply for temporary food permit</u> _____
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