



CITY OF SOMERVILLE, MASSACHUSETTS  
CITY CLERK'S OFFICE  
JOSEPH A. CURTATONE  
MAYOR

JOHN J. LONG  
City Clerk

June 10, 2013

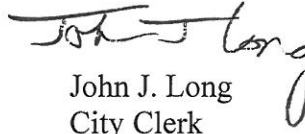
To Whom It May Concern:

The Somerville Arts Council has requested permission to hold a "PuppetPolooza" puppet show at the East Somerville Library Courtyard on Tuesday, June 11, 2013, at 6:30 PM.


The Police, Fire, Traffic and Parking, and Public Works Departments have all signed off on the appropriate documents, which are now at City Hall awaiting the next meeting of the Board of Aldermen.

The Signatures below will indicate interim approval by the Board of Aldermen.

Sincerely,

  
John J. Long  
City Clerk

Approved by President:

  
President William A. White, Jr.

Approved by Committee on Licenses and Permits:

  
Chairman Dennis M. Sullivan

Approved by Ward Alderman:

  
Alderman Maureen Bastardi

✓

**PUBLIC EVENT PERMIT APPLICATION**  
City of Somerville, Commonwealth of Massachusetts

Date 23 May 2013

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 Puppet Polooza  
Description A 3-part Puppet series (see attached)

Location 2 public-outdoors; 1 indoors

Date and time June 11, 6<sup>30</sup>; June 25, 6<sup>30</sup>; July 2, 6<sup>30</sup>

Rain date and time (if applicable) June 12, 6<sup>30</sup>; June 26, 6<sup>30</sup>

Estimated maximum attendance at any one time 100

Attendee fees or suggested donations FREE

Organization name Somerville Arts Council

Mailing address City Hall Annex

Telephone X 21985

Have you made any arrangements for:

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

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.

- 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 canning 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 *[Signature]* Date 23 May 2013  
 Applicant name (print) GREGORY JENKINS Applicant phone X 2985  
 Event name (taken from page 1) Puppet Polooza

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>6/3/13</u> _____ Police Chief or Designee Conditions: _____ _____	<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: _____ _____

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

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ _____ Health Inspector or Designee Conditions: _____ _____
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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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 Event name (taken from page 1) Puppet Palooza

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Police Chief or Designee Conditions: _____ _____	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6-5-13</u> <u><i>[Signature]</i></u> 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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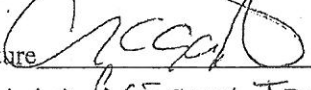
Approved  Denied Date \_\_\_\_\_  
 Health Inspector or Designee  
 Conditions: \_\_\_\_\_  
 \_\_\_\_\_

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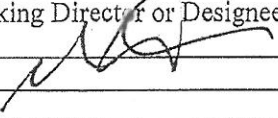
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The applicant hereby states that this is a true description of the event and acknowledges and agrees to adhere to the conditions described above and in the Departmental approvals below.

Applicant signature  Date 23 May 2013  
 Applicant name (print) Brequey Jenkins Applicant phone X 2985  
 Event name (taken from page 1) Puppet Palooza

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Police Chief or Designee Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>6/4/13</u> Traffic and Parking Director or Designee Conditions: <u></u> _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> 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.

<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Health Inspector or Designee Conditions: _____ _____ _____
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Applicant signature *[Signature]* Date 23 May 2013  
 Applicant name (print) BREQUEY JENKINS Applicant phone X 2985  
 Event name (taken from page 1) Puppet POLOOZA

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Somerville Arts Council presents a three-part puppetry series East Somerville. This June and July, we'll hit the streets, courtyards and parks, showcasing local, national, and international performing companies. Great for kids and adults and all free.

Tuesday, June 11, 6:30 PM

Rain date: June 12

**The Puppeteers' Cooperative**

East Somerville Library Courtyard

115 Broadway

Tuesday, June 25, 6:30 PM

Rain date: June 26

**Puppet Showplace Theatre**

Glen Park at the Capuano School

Tuesday, July 2, 6:30 PM

**Great Small Works Toy Theater Festival**

**Connexion (indoor space)**

149 Broadway