

### PUBLIC EVENT PERMIT APPLICATION

City of Somerville, Commonwealth of Massachusetts

Date 28 April 2011

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 to the appropriate City Department prior to the event.

Event name Arts Union

Description Series of events & markets

Location Union Square Plaza & Lot

Date and time multiple - see attached

Rain date and time (if applicable) see attached

Estimated maximum attendance at any one time Fluff / largest 5K

Attendee fees or suggested donations none

Organization name Somerville Arts Council

Mailing address 50 Evergreen Ave. Som. 02148

Telephone ext. 2995

Have you made any arrangements for:

Auxiliary Police?  Yes  No If yes, describe in Fluff on request detail

Security?  Yes  No If yes, describe \_\_\_\_\_

Parking?  Yes  No If yes, describe \_\_\_\_\_

Food?  Yes  No If yes, describe \_\_\_\_\_

Restrooms?  Yes  No If yes, describe \_\_\_\_\_

Liability Insurance?  Yes  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.

MAY-12-2011 THU 03:08 PM SOMERVILLE POLICE DETECTIVE

FAX:617 776 9234

P.003/004

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. Failure to return the signage will result in forfeiture of the deposit.
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: 4/29/11  
 Applicant name (print): Gregory Jenkins Applicant phone: X 2985  
 Event name (taken from page 1): Aids Union

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>5/11/11</u> Police Chief or Designee Conditions: <u>[Signature]</u> <u>Need Police Report - Aids Union</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/25/11</u> Chief Fire Engineer or Designee Conditions: _____
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5-24-11</u> Traffic and Parking Director or Designee Conditions: <u>[Signature]</u>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>5/24/11</u> DFW Commissioner or Designee Conditions: _____

**Somerville Arts Council  
Arts Union 2011**

**Event schedule for public permit**

**All events will be held in Union Square plaza and parking lot**

- Saturday, June 11th, 3-7pm (RD: Sun., June 12th): Somerville Local Fest ✓
- Sunday, June 19th, 12-6 pm (RD: Sun., June 26th): Bazaar Bizarre craft market ✓
- Friday, July 8th, 7-10pm (RD: Sat., July 9th): Somerville in Shorts/film event ✓
- Saturday, July 30th, 3-7pm (RD: Sun., July 31): Boston Handmade craft market ✓
- Saturday, August 6th, 7-11pm (RD: Sun., Aug 7<sup>th</sup>): Night Market ✓
- Saturday, August 13th, 4 pm & 6pm (RD: Sun., Aug 14): Contrapose Dance performance
- Sunday, August 21st, 11-5 pm (RD: Sun., Aug 28<sup>th</sup>): Rock n' Roll Yard craft market ✓
- Saturday, September 10th, 3-7pm (RD: Sun., Sept. 11th): Brazil Fest ✓
- Saturday, September 17<sup>th</sup>, 3-6 pm (RD: Sun., Sept. 18<sup>th</sup>): Squeezebox (Accordian Fest) ✓
- Saturday, September 24th, 12-7pm (RD: Sun., Sept. 25th): Fluff Festival ✓



City of Somerville  
Police Department  
220 Washington Street  
Somerville, MA 02143-1307  
(617) 625-1600  
[www.somervillema.gov](http://www.somervillema.gov)



Thomas Pasquarello  
Chief of Police

To: Chief Thomas Pasquarello  
Fr: Lieutenant James Stanford  
Date: May 10, 2011  
Re: Somerville Arts Council

Sir,

I have reviewed the Public Event Permit Application for the series of events sponsored by the Somerville Arts Council. With the exception of the Fluff Festival I recommend the permit be approved without restrictions. The Fluff Festival is scheduled for September 24, 2011, and is expected to draw five thousand participants throughout the day. I recommend a restriction requiring a detail officer be placed on this event prior to this portion of the application being approved.

I have spoken to the applicant and they have agreed to hire the detail to meet the requirement.

Respectfully,

A handwritten signature in black ink, appearing to read "James Stanford", with a long horizontal line extending to the right.

Lieutenant James Stanford  
Somerville Police Department  
Special Operations Division  
617-625-1600 X7285  
[jstanford@police.somerville.ma.us](mailto:jstanford@police.somerville.ma.us)