



CITY OF SOMERVILLE, MASSACHUSETTS

CITY CLERK'S OFFICE

JOSEPH A. CURTATONE

MAYOR

JOHN J. LONG
City Clerk

July 31, 2013

To Whom It May Concern:

The OpenAir Circus has requested permission to hold their End of Summer Performances at Conway Park, on August 2 and 4, 2013, and to erect their performance tent on August 1 at Noon, to remain up until August 5 at Noon.

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:

William A. White, Jr. /ss/
President William A. White, Jr.

Approved by Committee on Licenses and Permits:

Dennis M. Sullivan /ss/
Chairman Dennis M. Sullivan

Approved by Ward Alderman:

Maryann M. Heuston /ss/
Alderman Maryann M. Heuston

* Nunziato Field is closed for renovations

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Event name OPENAIR Circus End of Summer Performance
Description The OPENAIR Circus runs a 3 week summer program for children + teens in July. The performances are a celebration of the young people's achievements.
Location (attach a route if applicable) ~~Nunziato Field~~ Conway Park

Date(s) 8/1 setup + 8/4 performances ~~Rain date(s)~~ 8/5 Tent down
Start time (include setup) 8/1 - noon End time (include breakdown) 8/5 noon
Estimated maximum attendance at any one time 200
Attendee fees or suggested donations Suggested Donation \$3
Will food be served? XY N If yes, describe popcorn, packaged snacks
Will alcohol be served? Y XN If yes, describe _____
Will a grill/open-flame device be used? Y XN If yes, describe _____
Will streets or sidewalks be blocked? Y XN If yes, describe _____

Organization name OPENAIR Circus
Mailing address (to mail the license) Peter Jehlen 302 Lowell ST Somerville 02146
Contact person Lori Manz
Telephone 857-523-0147 Email manzsiek@verizon.net

Have you made arrangements for:

Auxiliary Police? Yes XNo If yes, describe _____
Police Detail? Yes XNo If yes, describe _____
Parking (for Attendees)? XYes No If yes, describe High School
Restrooms? XYes No If yes, describe Rent from United Site Services
Liability Insurance? XYes No If yes, describe Hub International

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.

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.
5. Any fees charged by the city are the sole responsibility of the applicant and must be paid in full prior to the event.
6. 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 Lori C. Manz Date 7/16/2013
 Print name Lori C. Manz Phone 857 523 0147 Email manz@verizon.net
 Event name (taken from page 1) OPENAIR Circus

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>7/16/13</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 checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>7/16/13</u> Signed: <u>[Signature]</u> 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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Once signed, the Department should:

- 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: _____.
- Fax the application to the City Clerk at 617 625-4239.

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.
5. Any fees charged by the city are the sole responsibility of the applicant and must be paid in full prior to the event.
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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 Lori C. Maniz Date 7/16/2013
 Print name Lori C. Maniz Phone 857 623 0147 Email manizstete@verizon.net
 Event name (taken from page 1) OPENAIR Circus

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Health Inspector or Designee Added Conditions: _____ _____ _____
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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 *Luiz Maniz* Date 7/16/2013
 Print name Luiz C. Maniz Phone 857 523 0147 Email manizsieke@verizon.net
 Event name (taken from page 1) OPERAIR CIRCUS

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<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____ _____	<input type="checkbox"/> Approved <input type="checkbox"/> Denied Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____ _____
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>7/16/13</u> Signed: <u><i>[Signature]</i></u> Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>7-16-13</u> Signed: <u><i>[Signature]</i></u> DPW Commissioner or Designee Added Conditions: _____ _____ _____

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

Approved Denied Date _____
 Signed: _____
 Health Inspector or Designee
 Added Conditions: _____

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Applicant signature Lori C. Maniz Date 7/16/2013
 Print name Lori C. Maniz Phone 857 623 0147 Email manizsieke@verizon.net
 Event name (taken from page 1) OFFICIAIR Circus

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

<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied Date <u>7/16/13</u> Signed: _____ Health Inspector or Designee Added Conditions: <u>Temporary Application Required</u> _____ _____
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