

PUBLIC EVENT PERMIT APPLICATION
City of Somerville, Commonwealth of Massachusetts

Event name SOMERVILLE OPEN STUDIOS WEEKEND
Description SETTING up A FEW TABLES & CHAIRS
FOR PEOPLE TO SIT DURING EVENT.
Location (attach a route if applicable) ALONG SIDEWALK AT 1 WESTWOOD Rd.
S
Date(s) MAY 4th & 5th 2013 Rain date(s) NONE
Start time (include setup) 11:00 a.m. End time (include breakdown) 5:00 p.m.
Estimated maximum attendance at any one time 16 SEATS AVAILABLE FOR SITTING
Attendee fees or suggested donations NONE
Will food be served? ☒ Y ☐ N If yes, describe REDBONES IS SETTING UP FOOD TRUCK
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 Set up a table with chairs
Organization name SOMERVILLE MUSEUM
Mailing address (to mail the license) 1 WESTWOOD ROAD
Contact person EVELYN M. BATTINELLI
Telephone 617-710-7453 Email SOMEMUSEUM@GMAIL.COM

Have you made arrangements for:

Auxiliary Police? ☐ Yes ☒ No If yes, describe _____
Police Detail? ☐ Yes ☒ No If yes, describe _____
Parking (for Attendees)? ☐ Yes ☐ No If yes, describe _____
Restrooms? ☒ Yes ☐ No If yes, describe MUSEUM has restrooms inside
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.
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 Evelyn M. Battinelli Date 3/21/2013
 Print name EVELYN BATTINELLI Phone 617-710-7452 Email SOME MUSEUM@gmail.com
 Event name (taken from page 1) SOMERVILLE OPEN STUDIOS WEEKEND

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

Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Police Chief or Designee Added Conditions: _____ _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Chief Fire Engineer or Designee Added Conditions: _____ _____ _____
Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>3/28/13</u> Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ <u>[Signature]</u> _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> 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.

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

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.

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Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Signed: _____ Traffic and Parking Director or Designee Added Conditions: _____ _____ _____	Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/> Date <u>3-26-13</u> Signed:  DBW Commissioner or Designee Added Conditions: _____ _____ _____

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Applicant signature Evelyn M. Battinelli Date 3/21/2013
 Print name EVELYN BATTINELLI Phone 617-710-2452 Email SOMEMUSEUM@gmail.com
 Event name (taken from page 1) SOMERVILLE OPEN STUDIOS WEEKEND

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

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John Long

From: John Long
Sent: Monday, March 25, 2013 5:07 PM
To: Betsy Rivera; Diane Ringer; jcarvalho@police.somerville.ma.us; Kevin Kelleher; Matthew Dias; Patricia Romano; Patrick Sullivan III; Stanley Koty; Suzanne Rinfret; tvitiello@police.somerville.ma.us
Subject: Public Event - Som Museum-Open Studios Weekend
Attachments: SKMBT_42313032516280

Please sign and return the attached to me when you get a chance.

Contact the applicant if you have any questions.

Thanks for your help.

-John

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John J. Long, City Clerk
City of Somerville
93 Highland Avenue
Somerville, MA 02143
617 625-6600 x4110
FAX 617 625-4239
www.somervillema.gov
jlong@somervillema.gov