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

Date April 23, 2012

**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 Holy Ghost Feast

Description Annual Feast to the Holy Spirit

Location 26 Springfield Street  
Somerville, MA 02143

Date and time July 13 7pm-midnight, July 14 11am-4pm Food Baskets, 7pm-midnight  
July 15 10am-midnight

Rain date and time (if applicable) \_\_\_\_\_

Estimated maximum attendance at any one time 400

Attendee fees or suggested donations Free and open to the public

Organization name Portuguese American Civic League

Mailing address 26 Springfield Street Somerville, MA 02143

Telephone 617-776-8859

Have you made any arrangements for:

Auxiliary Police? ☒ Yes ☐ No If yes, describe Escort parade on Sunday July 15  
Security? ☒ Yes ☐ No If yes, describe Police detail  
Parking? ☐ Yes ☒ No If yes, describe \_\_\_\_\_  
Food? ☒ Yes ☐ No If yes, describe For sale  
Restrooms? ☒ Yes ☐ No If yes, describe Inside hall, portables outside  
Liability Insurance? ☒ Yes ☐ No If yes, describe Tents / Beer truck / Portable toilets

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 carning 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 *Dinarte Alves* Date April 23, 2012  
 Applicant name (print) Dinarte Alves Applicant phone 617-606-0635  
 Event name (taken from page 1) Holy Ghost Feast

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>5/2/12</u> <u><i>[Signature]</i></u> Police Chief or Designee Conditions: <u>As per Agreement with Police Dept.</u>	<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.

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Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ Traffic and Parking Director or Designee Conditions: _____ _____ _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/> Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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___ Approved ___ Denied Date _____ Police Chief or Designee Conditions: _____ _____ _____	___ Approved ___ Denied Date _____ Chief Fire Engineer or Designee Conditions: _____ _____ _____
<input checked="" type="checkbox"/> Approved ___ Denied Date <u>4-30-12</u> Traffic and Parking Director or Designee Conditions: <u><i>Alma</i></u> _____ _____	___ Approved ___ Denied Date _____ DPW Commissioner or Designee Conditions: _____ _____ _____

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**Thomas Pasquarello**  
Chief of Police

**City of Somerville  
Police Department**

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



# Memo

**To:** Chief Thomas Pasquarello  
**From:** Lt. Stephen Carrabino *SC*  
**Date:** 5/1/2012  
**Re:** Holy Ghost Feast (July 13<sup>th</sup> – 15<sup>th</sup>)

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I spoke with Chief Carvalho, and the Auxiliary Police will be able to assist with this event. The Organizer, in his permit, has stated that he will request a police detail. I would recommend approval of this permit as long as the Organizer requests a police detail anytime the roadway is closed or alcohol is to be served.