



# APPLICATION FOR A SPECIAL EVENT PERMIT

Date of Application: 4/15/22

Event Title or Type: Birthday Party

Location of Event: 1018 Pine St (South Pine)

Date(s) of Event: May 7th

Hours of Event (Actual): 12pm - 11pm

Name of Applicant: Tywonda Tilghman Title: \_\_\_\_\_

If representing an organization or company, name(s): \_\_\_\_\_

Signature of Applicant: *Tywonda Tilghman*

If application is presented on or behalf of 1 or 2 businesses only, list names of business(es): \_\_\_\_\_

Address of Applicant: 1025 Pine St.

Telephone: 443.205.9578 Email: tywondatilghman@gmail.com

Expected attendance: 50 ppl

Is a street closing being requested? Yes  (show on map) No

If yes, what street(s) Corner of North Drive & Bradley Ave

If yes, indicate street closure & reopen times (include set up and breakdown time): 12pm - 11pm

Is staging or a platform required? Yes  (show on map) No  Amplification: Yes  No

If event is on private property, name of Property Owner: \_\_\_\_\_

Will trash barrels & pick-up be provided by event holder? Yes  No

Will portable toilets be provided? Yes  (show on map) No

Will tent(s) be erected? Yes  (show on map) No

Will food be prepared on the premises? Yes  No

Will food trucks be present? (list names on back of form) Yes  No

Will alcohol be served? Yes  No



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## ROAD RACE, WALK-A-THON, ETC.

On Roadway? Yes  No

On Sidewalk? Yes  No

Will temporary signs be posted? Yes  No

\*\*\*Signs must be removed by the following business day; no paint is allowed on streets or sidewalks.\*\*\*

Specific Route:

Corner of North Drive & Bradley Ave

Attached a map showing locations of street closures, vehicles and temporary structures.

For new events, I have attached documentation of notification of the application to all affected businesses and residents, and attest that a majority have supported and/or not objected to this event.

I have read & agree to the City's Street Closures Policy.

### FOR OFFICE USE ONLY

Conditions of Special Event Permission: \_\_\_\_\_

Police Costs: \$ \_\_\_\_\_ DPW Costs: \$ \_\_\_\_\_ Other Costs: \$ \_\_\_\_\_

TOTAL COSTS REQUIRED BY CITY COUNCIL: \$ \_\_\_\_\_

#### Recommendations:

Cambridge Police Department Approval  Denial

\_\_\_\_\_  
Signature

Rescue Fire Department Approval  Denial

\_\_\_\_\_  
Signature

Public Works Department Approval  Denial

\_\_\_\_\_  
Signature

To Whom It May Concern:

April 19, 2022

The signee of this letter has agreed to not hold the lot owner of 1018 Pine Street to be liable for any and all incidents during the May 7, 2022, event to be held on said property.

The signee has also agreed to have the DJ and Port-a-potty person(s) to not cause damages to the property with tire tracks, etc.

 (Signee)  
Tywonda Tilghman

Date: 4/19/22

The lot at 1018 belongs to the Commissioners of Cambridge - the above was written / signed for the adjoining lot,