



Agenda Item No. 07

Date 02-13-2017

### APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 2.7.17

Event Title or Type: Muskrat & Crawfish ~~Fest~~ Boil Fest (6th Annual)

Location of Event: Cannery Way Pocket Park (400 Blk Race)

Date(s) of Event: Feb 26th - Sunday

Hours of Event: 12pm - 5pm (Use 9am - 7pm for Set up + Breakdown)

Organization/Corp. Name: Cambridge Main Street / Crabi Gras

Signature of Holder of Event: [Handwritten Signature]

Printed Name: Kathleen Clendaniel Title: Ex Dir

Address of Holder of Event: 505 Poplar Street

Business Telephone: 443 477 0843 Residence Telephone: \_\_\_\_\_

Is Organization Non-Profit?  Yes  No      Is there a charge for admission?  Yes  No

Is event to on City, State, or Private Property? City Name of Property Owner: City

Will Trash Barrels & Pick-up be provided: Yes  No  If outdoors, will toilet facilities be provided?  Yes  No  
*City Trash (ans) Requested*      *Port-o-pots*

Is water available at event?  Yes  No

If yes, list source of water (i.e. fire hydrant, Great Marsh, Sailwinds, etc.): hydrant

Will a tent be erected?  Yes  No (Include on plan) Pop up tents in Parking Area

Expected Attendance: 200 - 300 Venue Seating Capacity: \_\_\_\_\_

Is parking available:  Yes  No For how many vehicles? Municipal lot behind Race St.

Is staging or platform required?  Yes  No      Amplification?  Yes  No *Noise Variance Requested*

List types of musical instruments: guitar, drum, horn, wind

Are required approvals attached, e.g., State, County: Yes  No

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

If yes, indicate closure time (consider set up and breakdown time): \_\_\_\_\_

Will food be prepared on the premises? Yes  No

If yes, is County Health Dept. Inspection Approval attached? Yes  No  - will be obtained by vendors

Will alcohol be served?  Yes  No

If yes, please attach a copy of the county liquor license - will be obtained  
If no, please submit a copy after you receive it

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

n/a

On Roadway Yes  No  On Sidewalk Yes  No

Will notification be made to residents along the route? 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: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**-FOR OFFICE USE ONLY-**

City Manager Approved/Denied: \_\_\_\_\_ Date: \_\_\_\_\_

Special Conditions, if: \_\_\_\_\_  
\_\_\_\_\_

Police Detail Estimated Cost: \$ \_\_\_\_\_ DPW Personnel Estimated Cost: \$ \_\_\_\_\_

Cambridge Police Department: Approved: \_\_\_\_\_ Denied: \_\_\_\_\_ Signature: \_\_\_\_\_

Rescue Fire Department: Approved:  Denied: \_\_\_\_\_ Signature: [Signature]

Department of Public Works: Approved:  Denied: \_\_\_\_\_ Signature: [Signature]