



Agenda Item No. 09

Date 12-12-2016

### APPLICATION FOR A SPECIAL EVENT LICENSE

Date of Application: 12-7-16

Event Title or Type: New Year's "Boat Prop" @mid night

Location of Event: 500 Block of Poplar Street

Date(s) of Event: Dec 31st 2016

Hours of Event: 10 pm - 1am

Organization/Corp. Name: Cambridge Main Street

Signature of Holder of Event: [Signature]

Printed Name: Kathleen Clendaniel Title: Ex Director

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

Is water available at event?  Yes  No

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

Will a tent be erected? Yes  No  (Include on plan)

Expected Attendance: 100-200 Venue Seating Capacity: \_\_\_\_\_

Is parking available:  Yes  No For how many vehicles? \_\_\_\_\_

Is staging or platform required? Yes  No  Amplification?  Yes  No

List types of musical instruments: n/a

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): 10pm - 1am

Will food be prepared on the premises? Yes  No

If yes, is County Health Dept. Inspection Approval attached? Yes  No

Will alcohol be served? Yes  No

If yes, please attach a copy of the county liquor license  
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: \_\_\_\_\_

3 hours @ \$45/hour @ two officers

Police Detail Estimated Cost: \$ 270 DPW Personnel Estimated Cost: \$ \_\_\_\_\_

Cambridge Police Department: Approved:  Denied:  Signature: [Signature]

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

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