

Special Event Permit Application

Please Check One:

Large High Impact Event Estimated Attendance of 500 or more

Small Low Impact Event Estimated Attendance Less than 500

Activity / Event Name: St Mary of Carmen Society 87th Annual Festival

Event Summary in a few sentences:

Italian - American Festival - Live Entertainment - Carnival - Games - Food

Location Requested: Pellegrini Park - Nonantum

Organization/Applicant: St Mary of Carmen Society

Contact: Chuck Proia Title (if applicable) Festival Chairman

Address 234 Adams Street City Newton State: MA Zip 02458

Day Phone # 617-552-6005 Other Phone # _____

Email: C:

On-Site Supervisor during event: Chuck Proia Contact # _____

Activity/Event Information

Complete all data as required for event of any size:

Activity/Event St Mary of Carmen Society Festival

Run/Walk Rally Parade Wedding Ceremony/Photos _____

Fair/Carnival/Festival Concert Picnic Other (specify): Procession

Activity/Event Date(s): See attached Estimated Attendance (per day): 3000 - 5000 Avg per day

Event Time: From: _____ am/pm to: _____ am/pm

Set-up time: From: _____ am/pm to: _____ am/pm

Clean-up time: From: _____ am/pm to: _____ am/pm

Please attach additional sheets as necessary, including plans, drawings, maps of area etc.

Application Checklist and Schedule of Department Fees (when applicable)

The following information is required for initial submission of the Special Event Permit application

Applications will not be accepted without this information

Yes	No	
X		Complete and sign application
X		Submit SPECIAL EVENT PERMIT to parks@newtonma.gov
X		Submit non-refundable \$50 Permit Fee to Dept. This can be mailed, delivered in person, or credit card payment can be taken over phone or online. Call PRC Office
		Detailed site plan (when requested by PRC staff), plan changes require approval
X		Ability to secure a Certificate of Insurance (COI required prior to permit issuance)
		All requirements completion Date:

Yes	No	Fee Schedule	Rate	Staff Required	Hours	Total due
✓		Application Fee	\$50 non-refundable	No	N/A	\$50
✓	X	Trash fee *	\$75.00/per staff/4-hour min			\$
	X	Staff bathroom attendant**	\$30.00/hour per staff			\$
	X	Field Lighting ***	\$50.00/hour			\$
						\$ 50.00

Checks payable to: City of Newton

*Trash Fee includes:

- Checking and picking up the entire area before the event.
- Setting up as many trash and recycling receptacles as needed.
- Maintaining receptacles throughout the event.
- Breaking down the trash and recycling receptacles after the event.
- Picking up any trash and litter around the entire area after the event and removing and disposing of all the trash and recycling.

** Staff /facility use:

- Use of Recreation building/restroom.
- Staff must be on site when building is in use.
- Restroom supplies.

*** Field Lighting

- Use of fields after dusk.

ACTIVITY/EVENT FEATURES

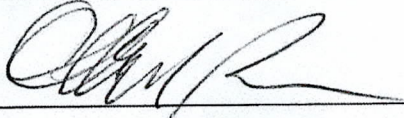
Please indicate whether the following items pertain to your event:

				Additional Approval	
				Staff Use	
YES	NO			Required	Complete
X		1	Amplified Sound Start/ End time: <u>4PM - 10:30PM</u> Noise Ordinance waiver may be required		
X		2	Amusements, requires state inspection and addl. COI		
X		3	Booths, exhibits, displays and/or enclosures, art feature		
X		4	Canopy or tent		
X		5	Will there be entertainment		
X		6	Is this a ticketed event Rides & Games only		
X		7	Fencing/barriers/barricades		
X		8	Food Concessions and /or food preparation area		
X		9	Inflatable devices (Requires permit from the state)		
	X	10	Is field lighting required		
X		11	Is access to electricity required		
X		12	Portable toilets Fiesta Shows Provides		
X		13	Public Safety Plan: Security, Police, Fire, EMT		
X		14	Scaffolding, bleachers, platform, grandstand, or related structure Stage - BC Tent		
X		15	Trash barrels and removal required(Society & Fiesta Shows)		
X		16	Will alcohol be sold		
X		17	Will propane be used		
X		18	Will the event be advertised? If so, where and how?		
X		19	Will you set up tables/chairs? If so, how many? Varies		
X		20	Meet with PRC Ground Maintenance on layout and logistics		
	X	21	Parking plan: DPW, PRC		
	X	22	Animal exhibits or attractions		

Agreement of Applicant

The information that I have provided in this application is correct and complete to the best of my knowledge. By signing this application for a special event permit, I/the applicant agree(s) to comply with the Newton Parks, Recreation & Culture Department's Special Event Permit as well as any additional rules, regulations, or requirements which may be included in this application as the same may pertain to the special event. I/the applicant further agree(s) to make good or pay for the full amount of any damage, loss or injury to property owned or controlled by the City of Newton which I/the applicant may cause, in whole or in part, either by act or omission, regardless of negligence, during the special event, including preparation for the special event and clean-up following the special event as determined by Newton Parks, Recreation & Culture Department. The permit if granted is not transferable and is revocable at any time at the absolute discretion of the Parks, Recreation & Culture Commissioner. Unless given special permission in writing by the Commissioner of Parks Recreation & Culture stating otherwise, all programs and facilities of the Newton Parks, Recreation & Culture Department are open to all residents.

The applicant and the "City" may require a pre- and/or post-event site tour; this will allow proper evaluation of damages caused during the special event such as ruts from trucks, burned grass, compacted areas, spills of fluids from rides, damage to irrigation systems, etc. A report will be issued by PRC to determine the Special Event permit holder's obligation to pay (including the cost amount) to repair damage. The Department's assessment is final.

Signature of applicant:  _____

Name (print): Charles Proia - Festival Chairman

Date: 04/1/2022



SAINT MARY OF CARMEN SOCIETY

87TH ANNUAL FESTIVAL

**Saint Mary
of Carmen
Society**

Frank Battista
President

Carl Pasquarosa
Vice President

Louis Mazzola
Secretary

Jason Pisano
Treasurer

Anthony Gentile
*President
Emeritus*

Charles Proia
*Festival
Chairman*

Anthony
Pellegrini Jr.
*Festival Vice
Chairman*

Joseph Caruso
*Festival Vice
Chairman*

Tino Degisi
*Scholarship
Chairman*

Mike Olivo
*Scholarship
Vice Chairman*

Anthony
Clemente
*Festival Vice
Chairman
Web Master*

Tax Id #
20-4035392

April 1, 2022

Nicole Banks
Commissioner
246 Dudley Road Kennard Park
Newton, MA 02458

Dear Commissioner Banks,

Please find below the information requested in support of our permit for the St. Mary of Carmen Society Festival on the grounds of JoAnne C. Pellegrini Memorial playground. The St. Mary of Carmen Society would like to again sponsor Fiesta Shows to operate a carnival & food vendors at Pellegrini Playground with the following dates & times.

Set-up – Carnival will arrive no earlier than 8 AM, July 12th to begin set-up on that day through Wednesday afternoon, July 14th.

The Carnival will operate:

July 13th - 5PM until 11PM – all lights off by 11:30PM (Wednesday)

July 14th - 5PM until 11PM – all lights off by 11:30PM (Thursday)

July 15th - 5PM until 11PM – all lights off by 11:30PM (Friday)

July 16th - 5PM until 11PM – all lights off by 11:30PM (Saturday)

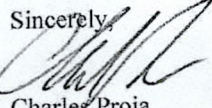
July 17th - 4PM until 11pm - all activity ceases at 11:00PM and the carnival operator will be allowed until 1:00AM to begin the process of clean up and equipment removal, all activity to cease by 1:00AM, all carnival personnel to be off the premises by 1:30AM.

July 18th – Removal will commence no sooner than 8AM and conclude by 10PM

July 19th – Final cleanup & removal will be finished by 12 Noon.

Entertainment for the festival will be as follows:

Wednesday, July 13 th	7:00 PM– 10:30PM	Darryl and the Derelicts (Local Classic Rock Band) TBA
Thursday, July 14 th	6:00 PM– 10:30PM	The Breeze (Lynyrd Skynyrd Local Cover Band) DK'S Full House (J Geils Cover Band)
Friday, July 15 th	7:00 PM – 10:30PM	The Legit Band (Local Pop Cover Band)
Saturday, July 16 th	6:00PM – 9:00PM 9:15PM – 10:30PM	The Reminisants (Local Oldies Band) Rat Pack Show (Frank, Dean & Sammy imitators)
Sunday, July 17 th	5:00 PM – 10:00 PM 10:00PM – 10:45 PM	Seabreeze (Italian Orchestra) & Graziana Lazzaro Candlelight Procession to Our Lady' Church (Adams – Watertown – Washington Street)

Sincerely,

Charles Proia
Festival Chairman