

CITY CLERK
GLOUCESTER, MA
2019 OCT 10 AM 10:21



GLOUCESTER CITY COUNCIL
Planning & Development Committee
Wednesday, October 16, 2019 – 5:30 p.m.
1st Fl. Council Conference Room – City Hall
(Items May be taken out of order at the discretion of the Committee)

1. *Special Event Application: request to hold the 2019 Christmas Parade/Tree Lighting December 1, 2019*
2. *Renewal of Special Permit pursuant to MGL Ch. 148, §56 and GCO Ch. 22 “Traffic and Motor Vehicles”, Sec. 22-153 “Privately owned open-air parking space” re: Richard Pratt Outdoor Parking Permit at Beachland Ave. #2*

COMMITTEE
Chair, Councilor Valerie Gilman
Vice Chair, Councilor Jen Holmgren
Councilor Paul Lundberg

CC: Mayor Theken
Jim Destino
Joanne Senos
Chip Payson
Jill Cahill
Gregg Cademartori
Fire Chief Eric Smith
Bill Sanborn

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

CITY OF GLOUCESTER - SPECIAL EVENTS PERMIT

NAME OF EVENT: 2019 Christmas PARADE / TREE LIGHTING DATE OF EVENT: SUNDAY Dec 1, 2019

Special Events

Permitting is required for all types of special events taking place in the City of Gloucester. A "Special Event" is an event open to the general public; it can be held on public or private property; it may feature entertainment, amusements, food & beverages; it may be classified as a festival, road race, parade or walk-a-thon. A special event in the City of Gloucester, depending on the size and nature of the event, may require a number of permits or approvals from various departments within the City before it is officially approved and granted a special event permit. Furthermore, special events are also governed by the Gloucester Code of Ordinances §11-8 and §11-10.

In order to assure that the City, as well as the special event applicant, has as much information as needed before beginning the permitting process, the City requires the applicant to come to the **City Clerk** first to arrange to be placed on the Special Events Advisory Committee agenda. The applicant **must complete** a Special Events Application form in advance which includes:

- Date of Event; hours of Event; Rain Date;
- A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x 11 inches and be legible - capable of copy reproduction;
- If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- If the event is featuring entertainment, you need to list all performances;
- If the event is featuring amusements, you need to list all rides & games;
- If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- Certificate of Insurance Listing City as the insured (Certificate Holder).

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2019 SEP 11 PM 1:07

The applicant is to submit the completed permit form (download at: Gloucester-ma.gov or available in City Clerk's Office) signed and dated with cash or check made payable to the City of Gloucester: \$25.00 for non-profit organizations (non-profit organizations must submit a 501(c) (3) form with application), \$50.00 for-profit organizations, at the City Clerk's Office. At that time, an appointment for review prior to the submission of the permit to the City Council process must be made at the convenience of the City Clerk in order to begin the approval process. **All first time applicants must file completed application and permitted at least 60 days in advance of their event; annual event applicants must file completed application and finalized at least 45 days in advance. Non-compliance with these filing deadlines may result in denial of the application.**

Some applicants will appear before the Council's Planning & Development Committee who will give the applicant a list of conditions which **must** be met. If the completed application doesn't require P&D Committee approval, then the application including the checklist should be considered complete upon the applicant's appearance before the Special Events Advisory Committee.

Joanne M. Senos, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720x8
EMAIL: jsenos@gloucester-ma.gov

Hours of Service:
Monday through Wednesday: 8:30 a.m.-4:00 p.m.
Thursday: 8:30 a.m. to 6:30 p.m.
Friday: 8:30 a.m. to 12:30 p.m.

Completed copy filed: Date: 9/11/19 Initial: JS Copy to Applicant: Date: _____ Initial: _____
Fee Paid: \$ 25.00 C#1226

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

City Clerk's Office: 978-281-9720 Fax: (978) 282-3051

Name and Type of Event 2019 CHRISTMAS PARADE / TREE LIGHTING CEREMONY

1. Date: SUNDAY - Dec 1, 2019 Time: from 3 PM to 6 PM

Rain Date: SUNDAY Dec 8, 2019 Time: from 3 PM to 6 PM

2. Location: PARKER ST, MAIN ST, WESTERN AVE - KENT CIRCLE

3. Description of Property & Name of Owner: Public [X] Private []

4. Name of Organizer: JOE CIOLANO / RINGO TARR City Sponsored Event: [Yes] No []

Contact Person: JOE CIOLANO

Address: 153 MAIN ST Telephone: []

E-Mail: WEATHER VANE 153@gmail.com Call Phone: []

Day of Event Contact & Cell Phone: JOE - 978-325-2506 / RINGO 978-490-0001

Official Web Site: []

5. Are street closures required: Yes [] No [X] If yes, where: []

6. Number of Attendees Expected: 1000 Number of Participants Expected: 200

7. Is the Event Being Advertised? YES ? Where? GDT'S

7. (a) Is there a fee charged for tickets/attendance for event participation? Yes [] No [X] List all fees if yes.

8. What Age Group is the Event Targeted to? CHILDREN'S PARADE

9. Have You Notified Neighborhood Groups or Abutters? Yes [] No [X], Who? [] Attach a copy of the notification to the abutters to this application.

10. Are you or Profit Organization: Non-Profit Organization [X] Who will benefit financially from this event? []

Activities: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments:

A. Vending: Food [] Beverages [] Alcohol [] Goods [] Total No. of Vendors* []

(*Local or State license required)

B. Entertainment: (Subject to City's Noise Ordinance) Live Music [] DJ [X] Radio/CD []

Performers [] Dancing [] Amplified Sound [] Stage []

C. Games/Rides: Adult Rides [] Kiddie Rides [X] Games [] Raffle (requires City permit*) []

Other: [] Total No. []

Name of Carnival Operator (requires permit and inspection of rides): []

Address: [] Telephone: []

D. Tents: Yes [] No [X] If yes, how many [] What are the tent sizes: [] (May require permits)

E. Clean Up: No. of additional trash receptacles required [] No. of additional recycling receptacles required [X] (To be provided by and removed by applicant at their expense.)

F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet) No.: 1 standard No.: 1 ADA accessible

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: 2019- CHRISTMAS PARADE / TREE LIGHTING DATE OF EVENT: SUNDAY Dec 1, 2019

You will need to obtain all necessary approvals, permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event and others may request payment in advance. **NOTE: Applicants must comply with the Code of Ordinances, Ch. 11 (Vendors) as applicable and as required by City Clerks and/or Licensing Commission and all other applicable ordinances.**

Approvals Required: Written approvals below should be submitted by time of applicant's appearance before the Planning & Development Committee by this form (below) and if necessary by memorandum or email from the appropriate City staff to the Office of the City Clerk.

Initials of
Dept. Head/
Designee

Notes by Department Head or Designee

JMS

1. Special Events Advisory Committee _____

2. Planning & Development Committee _____

EQ

3. Gloucester Police Department _____

Is Police Detail Required? _____ No. of Details _____

Traffic, Parking & Transportation _____ Street Closure: _____

BA

4. Health Department _____

W

5. Building Inspector _____

M

6. Electrical Inspector _____

MC

7. Department of Public Works: _____

Use of City Property: Yes/No Location if yes: _____ Permits: _____

JL

8. Gloucester Fire Department _____

Is a Fire Detail Required? _____ No. of Details _____ EMS _____ Use of Propane: _____

(Attach EMS Memo)

9. Licensing Commission (includes vendors) (Through City Clerk: _____

10. Licensing Board (Alcohol): _____

CPJ

11. Harbormaster: _____

AL

12. Tourism: _____

The Departments or Committees listed above may have their own separate permit/application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual departments.

J. A. Covlinio
Signature of Applicant

Sept 6, 2019

FOR PARADES, ROAD RACES, BIKE RIDES AND WALK-A-THON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALK-A-THON _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:

JOE COLING | RINGE TRAP
978-281-1227 - 978-323-2506 | 978-490-0001

2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:

SAME

3. Locations of Water Stops (if any): NONE

4. Will Detours for Motor Vehicles be required? _____ If so, where and what length of time:

4A. Are street closures required? _____ (This is determined by the Police Department)

Where? PARKER, MAIN ST, WESTERN AVE
KENT CIRCLE

5. Start Location & Time for Participants: 3 PM STATE FISH POND

6. Dismissal Location & Time for Participants: 5 PM - KENT CIRCLE

7. Number of Participants: 200

8. Additional Parade Information:

• Number of Floats: 10

• Location of Viewing Stations: Judges Stand - West of Evans
153 MAIN ST

• Are Weapons Being Carried (If "Yes", Police approval may be required): Yes: No

• Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes No

8. Name and Address of Insurer: CITY of GLOUCESTER

9. Attach or Provide a Certificate of Insurance naming the City of Gloucester the Certificate Holder.

RESPONSIBILITIES OF APPLICANT

1. All members of the organizing committee and performers/concessionaires/vendors must adhere to the rules and regulations set forth by all applicable departments.
2. The applicant and concessionaire/vendor are responsible to pay all applicable fees required by applicable ordinances and State law. Any non-payment of fees to any City department will result in the denial of the application or revocation of permits.
3. The applicant is responsible to ensure that there is no illegal activity on the areas under their supervision during the event.
4. All concessions must be stationary and placed in such a way to not hamper the access of pedestrians. They must be placed tight against curbs, not block fire hydrants or sidewalk ramps. Concessions must be moved if in the opinion of City officials on-site they pose a problem for access or public safety. Concessions utilizing compressed gas or generators or propane must comply with the regulations of the City of Gloucester Fire Department and receive approval through the Licensing Commission. Concessions using tents must have Building Inspector approval.
5. Federal & State law requires a minimum of 4 ft. of clear unobstructed sidewalk be available at all times for pedestrians. The applicant must keep sidewalks, ramps and curb cuts clear of any interference from their vendors or their event participants. No storage is allowed on the sidewalk.
6. Any items to be sold must be listed with their prices. All beverages in cans and plastic bottles and must be recycled according to the City of Gloucester recycling guidelines. The use of any type of glass containers is prohibited unless prior approval is granted by the *Department of Public Works*.
7. **All applicants are responsible for filing their applications in a timely manner: First time applicants must file completed application 90 days in advance and have finalized all necessary approvals at least 60 days in advance of their event. Annual event applicants should file completed application 75 days in advance and have finalized at least 45 days in advance. Non-compliance with these deadlines may result in denial of the application.**
8. The applicant **shall indemnify and hold harmless the City of Gloucester and its employees** from any damage it may sustain or be required to pay by reason of said event, or by any reason of any act or neglect by the applicant or their agent relating to such event or by reason of any violation of the terms and condition of this license. The applicant is responsible for any damage to public property caused by the event. Applicant shall also provide a **Certificate of Insurance** at the time of approval by the Special Events Advisory Committee.
9. **The City of Gloucester reserves the right to deny the application at any time.**

I/We fully understand and agree to all the terms set forth in this application. The information that I/We have provided is truthful and accurate. I/We accept all responsibility related to this event.

J. A. Curtino Sept 6, 2019
Signature of Applicant

Sept. 5, 2019

Joanne M Senos
City Clerk
City of Gloucester
9 Dale Ave.
Gloucester, MA. 01930

CITY CLERK
GLOUCESTER, MA

2019 SEP -6 AM 9:32

Dear Joanne,

I am requesting to be put on the agenda for the Gloucester City Council meeting for Sept. 24th 2019 to apply for my 5 year renewal of my Outdoor Parking Permit at Long Beach pursuant to Gloucester Code of Ordinances Sec.22-153.

Thank you.



Richard Pratt
781-589-0973
rickpratt54@icloud.com

cc. Mary Jo Montagnino

Sec. 22-153. - Privately owned open-air parking spaces.

- (a) *Authority to grant license and compliance with zoning.* The city council is authorized to grant licenses for the conduct or maintenance of open-air parking spaces, pursuant to M.G.L. c. 148 § 56 following a public hearing as specified in subsection (e) of this section. Applicants for a license under this section must first obtain any necessary zoning relief required by section 2.3.6 (1) or (2) of the zoning ordinance for parking lots or obtain certification from the building inspector that no such relief is needed. Any applicant who does not own the premises shall provide written permission of the property owner with the application.
- (b) *Contents, limitations, suspension and revocation of license.* Every license issued under this section shall specify the premises to be occupied by the licensee as shown on a plan to be submitted to the city council and shall be subject to all the provisions of M.G.L. c. 148 § 56. The license may be suspended or revoked by the city council and the fire chief after notice and a public hearing. Licenses shall be nontransferable.
- (c) *Penalty for engaging in business without a license.* Any person or entity who engages in the business of conducting an open air parking space without the license required herein shall be subject to the penalty of \$300.00 as provided in M.G.L. c. 148 § 56.
- (d) *Fee for open-air parking.* The fee for the initial license granted shall be \$100.00 plus an additional \$10.00 for each parking space and said license shall expire each year on April 30th and be renewable on a yearly basis for the same fee.
- (e) *Review by city council and public hearing.* The city council shall hold a public hearing every five years to determine if the license shall be reissued for another five year term with seven days' notice to abutters to be given by the parking lot applicant/operator.

(Code 1970, §§ 21-187—21-189; Ord. No. 13-1993, § I, 11-16-1993; Ord. of 5-16-2006(03); Ord. No. 2015-018, 1-13-2015)



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 178-51

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements.
Gloucester Board of Assessors.

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying adjacent abutters as required by the City's City Council and it reflects the abutters to the Parcel known as Map 178⁰⁰⁰ Lot 51⁰⁰⁰ as further shown on the attached map dated 9/19/2019.

ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
178-60-A MCPHERSON KATHLEEN M	161 THATCHER RD ""	178-60	MCPHERSON KATHLEEN M 161 THATCHER RD UNIT A GLOUCESTER, MA 01930
178-60-B HYLAND JOHN L	161 THATCHER RD ""	178-60	HYLAND JOHN L 161 THATCHER RD UNIT B GLOUCESTER, MA 01930
178-53 LODUCA NICOLO TR 157 THATCHER ROAD REALTY TRUST	157 THATCHER RD ""	178-53	LODUCA NICOLO TR 157 THATCHER ROAD REALTY TRUST 155 THATCHER RD GLOUCESTER, MA 01930
178-61 FLAMMIA CHARLES E & KIM E	163 THATCHER RD ""	178-61	FLAMMIA CHARLES E & KIM E 163 THATCHER RD GLOUCESTER, MA 01930
178-15 LODUCA NICOLO & ROSA	153 THATCHER RD ""	178-15	LODUCA NICOLO & ROSA PO BOX 124 GLOUCESTER, MA 01930
178-16 GOOD HARBOR PROPERTIES LLC	151 THATCHER RD ""	178-16	GOOD HARBOR PROPERTIES LLC 27 TAMAR DR MEDFORD, MA 02155
178-28 SHORESIDE INVESTMENT GROUP LLC	28 ROCKPORT RD ""	178-28	SHORESIDE INVESTMENT GROUP LLC 37 ROGERS ST GLOUCESTER, MA 01930
178-34 BARBARA CARLO A & DOREEN	147 THATCHER RD ""	178-34	BARBARA CARLO A & DOREEN 4 ROCKPORT RD GLOUCESTER, MA 01930
178-52 LODUCA NICOLO & ROSA	155 THATCHER RD ""	178-52	LODUCA NICOLO & ROSA 155 THATCHER RD GLOUCESTER, MA 01930
178-57 BEACHLAND AVENUE LLC ET AL	4 BEACHLAND AV ""	178-57	BEACHLAND AVENUE LLC ET AL 672 EAST 8TH ST BOSTON, MA 02127



City of Gloucester Abutters Report

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ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
178-59 BARBARA CARLO A BARBARA DOREEN	4 ROCKPORT RD ""	178-59	BARBARA CARLO A BARBARA DOREEN 4 ROCKPORT RD GLOUCESTER, MA 01930
178-22 FABRIZIO ANDREW R & CONLEY NICOLE F TRS FABRIZIO FAMILY IRREVOCABLE TRUST	8 BEACHLAND AV ""	178-22	FABRIZIO ANDREW R & CONLEY NICOLE F TRS FABRIZIO FAMILY IRREVOCABLE TRUST 8 BEACHLAND AV GLOUCESTER, MA 01930
178-54 BROWN ELAINE F TRS ELAINE F BROWN REVOCABLE TRUST OF 2013	159 THATCHER RD ""	178-54	BROWN ELAINE F TRS ELAINE F BROWN REVOCABLE TRUST OF 2013 159 THATCHER RD GLOUCESTER, MA 01930
178-50 "O'SULLIVAN DONNA TR" "DONNA O'SULLIVANC REVOCABLE LIVING TRST"	165 THATCHER RD ""	178-50	"O'SULLIVAN DONNA TR" "DONNA O'SULLIVANC REVOCABLE LIVING TRST" 165 THATCHER RD GLOUCESTER, MA 01930
178-51 PRATT CHARLES R & PRATT NATALI C/O PRATT CHARLES JR	2 BEACHLAND AV ""	178-51	PRATT CHARLES R & PRATT NATALI C/O PRATT CHARLES JR 100 LEDGEWOOD DRAPT 319 STONEHAM, MA 02180
178-60-995 161 THATCHER RD CONDO ASSOC C/O MCPHERSON KATHLEEN	161 THATCHER RD 995	178-60	161 THATCHER RD CONDO ASSOC C/O MCPHERSON KATHLEEN 161 THATCHER RD UNIT A GLOUCESTER, MA 01930



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 178-51

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Gloucester Board of Assessors.

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ABUTTER

STREET ADDRESS

PARCEL NO.

TAX BILL ADDRESS

The Gloucester Board of Assessors certifies that the Abutters Report program written to create a list of the names and addresses of property owners from the applicable tax list has been reviewed. To the best of our knowledge and belief the Abutters Report program generates an accurate list from the most recent tax list of the assessed owner of record and the mailing information of the parties in interest as defined within and required by the law and therefore the within document constitutes a certified abutters list.

Nancy A. Papows, MAA
Gary I. Johnstone, MAA
Bethann Brousseau, MAA
GLOUCESTER BOARD OF ASSESSORS

City of Gloucester Assessors' Office, City Hall, 9 Dale Avenue, Gloucester, MA 01930

9/19/2019

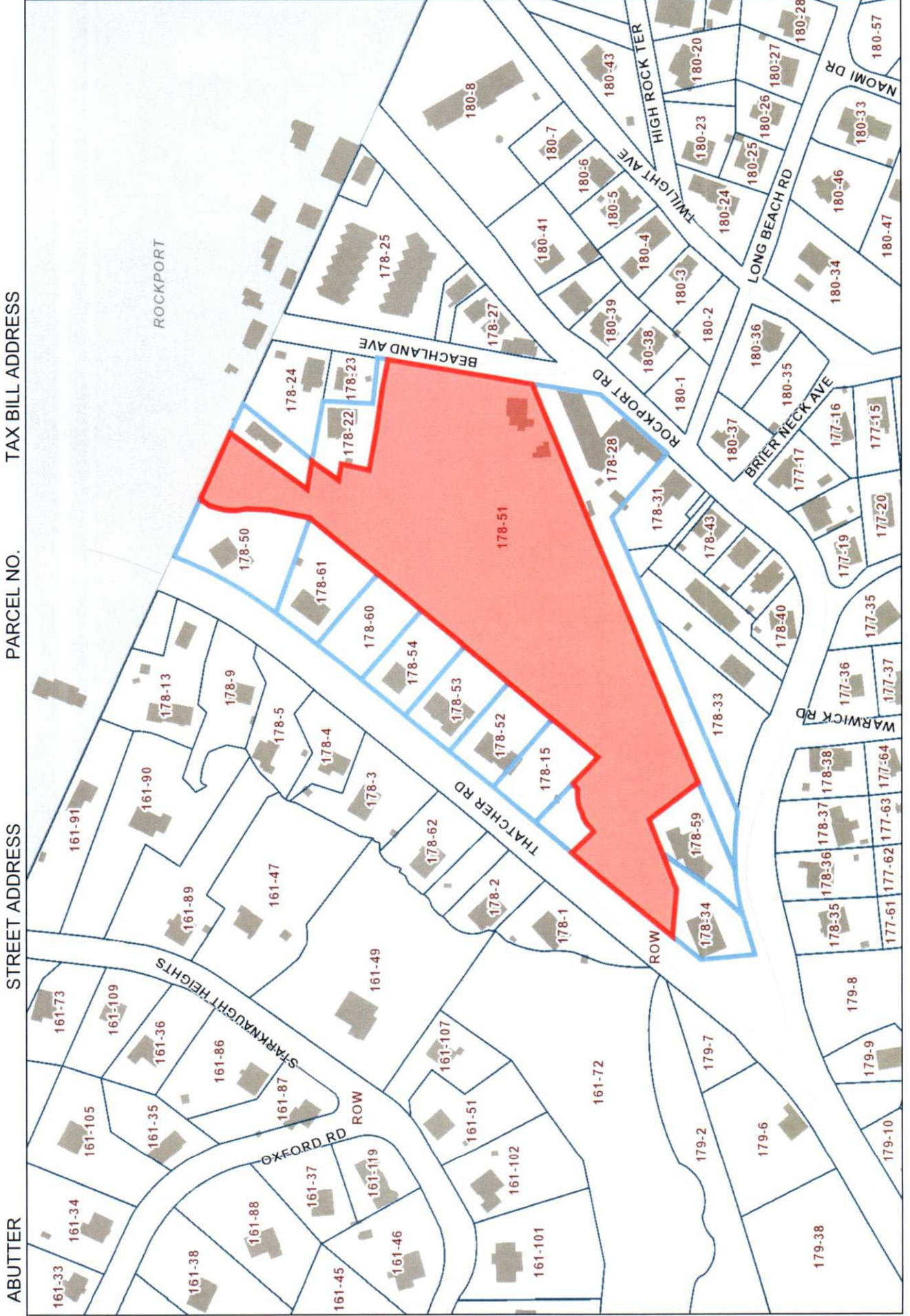


City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit **178-51**

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ABUTTER

STREET ADDRESS

PARCEL NO.

TAX BILL ADDRESS