

**DEVENS ENTERPRISE COMMISSION**

33 Andrews Parkway, Devens, MA 01434

978-772-8831 x3338

Fax 978-772-1529

Received by the  
Devens Enterprise Commission

PERMIT NO. \_\_\_\_\_

DEC No. D22-046

APPLICATION DATE: 4/21/22

FEE: \$50.00 + \$200.00 PH process fee <sup>46</sup> 47

(Check payable to Devens Enterprise Commission)

012# 137895

**1 Day License (Level 1)**

(Fill out application form completely and legibly)

APR 21 2022

A 1-Day License requires a public hearing. Applications must be submitted at least 21 days prior to the public hearing date.

PROPERTY

OWNER Mass Development EVENT APPLICANT Hillary Andrews-Devens Rec

ADDRESS 33 Andrews Parkway ADDRESS 99 Buena Vista Street

TOWN/STATE Devens, MA TOWN/STATE Devens, MA

PHONE 617-894-2305 PHONE 617-894-2305

FAX N/A FAX N/A

Hillary D. Andrews  
SIGNATURE OF PROPERTY OWNER

LOCATION / STREET / FIELD: P5 / museum field - beside 29 Antietam St

EVENT: Food & Craft Festival

Please provide the following information with your 1-Day License Application

1. DATE: 6/3/22 HOURS (that alcohol will be served): FROM 4 pm TO 7 pm

2. Event Description food trucks, craft vendors, music, inflatables

3. Provide a site plan showing proposed layout of event (can be hand drawn) as well as the premises for dispensing and consumption of alcohol, outlining the area to be roped or fenced off (including dimensions of area, access point(s), internal layout – serving areas, tables, seating etc.). At least one (1) Police Officer shall remain in the roped or fenced off area at all times and security is required at each access point. \*\*

4. 1-Day License is valid for wine and/or malt beverages only. Special licenses for the sale of all alcoholic beverages may be issued to Non-Profit organizations ONLY. Provide proof of Non-Profit status if you are applying for an all alcoholic beverages license

5. Licensees must purchase alcoholic beverages from an authorized source; licensees CANNOT purchase from a package store and CANNOT accept donations from anyone. See the list of authorized sources at: [www.mass.gov/abcc/pdf/authorizedsources1-day.pdf](http://www.mass.gov/abcc/pdf/authorizedsources1-day.pdf)

6. Police & Fire Detail Notification (CALL 978-772-8800): YES  (at alcohol area) NO

7. Waste Management (incl. recycling/composting): DPW Dumpsters, trash & recycling bins

**\*\* It is illegal in Devens to sell, serve, and consume alcohol beverages on public property without a license. The outdoor area is to be enclosed by fencing or other barrier set-up for the purpose of restricting the removal of alcoholic beverages by patrons/guests. The applicant is an individual, as the responsible manager for the organization. He or she agrees to control the dispensing of alcohol to persons not under the age of twenty-one (21), and that there is to be no service of alcohol to individuals who are or "appear to be" under the influence alcohol. Note: The DEC reserves the right to anticipate potential nuisance conditions at the time the event is proposed and to require assurance of non-impact or reasonable mitigation commitments (including restricting hours of the event and requirements to provide proof that the convener of the event has adequate insurance) at the time the Event Permit is issued. The DEC may also impose protective measures with respect to the active use (i.e., boating, swimming, or fishing) of a surface water resource.**

Hillary D. Andrews  
APPLICANT SIGNATURE



Antietam St

Restrooms

Food Trucks/Craft Vendors

Food Trucks/Craft Vendors

Enter

Beer - Serving  
Tables &  
Chairs  
50x60

Music

Inflatable

Picnic Tables,  
Trash,  
Recycling  
Spread  
Throughout

Jackson Rd

Jackson Rd



MAY 09 2000

**DEVENS ENTERPRISE COMMISSION**

33 Andrews Parkway, Devens, MA 01434  
978-772-8831 x3338 Fax 978-772-1529

PERMIT NO. \_\_\_\_\_

DEC No. D22-046

APPLICATION DATE: \_\_\_\_\_

Fee: \$50.00 (additional fees may apply)

**EVENT PERMIT** (fill out application form completely and legibly) Payable to Devens Enterprise Commission

PROPERTY OWNER Mass Development EVENT APPLICANT Devens Recreation

ADDRESS 33 Andrews Parkway ADDRESS 99 Buena Vista Street

TOWN/STATE Devens, MA TOWN/STATE Devens, MA

PHONE 978-772-8876 PHONE 978-772-8876

FAX \_\_\_\_\_ CONTRACTOR NAME N/A

SIGNATURE OF PROPERTY OWNER William D. Andrews CONTRACTOR PHONE \_\_\_\_\_

Note: Fill out application form completely and legibly.

LOCATION / STREET / FIELD: Museum Complex - field on the corner of Jackson & Antietam

EVENT: Food & Craft Festival

DATES: FROM 6/3 4-7pm TO 6/4 11am-3pm HOURS: \_\_\_\_\_

Please provide the following information with your Application (include additional sheets as necessary):

1. Event description Food trucks and craft vendors sell, music (live), inflatable
2. A site plan showing proposed layout of event (can be hand drawn)
3. Number of people expected to attend: 2,000 - unsure as this is the first time doing this event
4. Will the event require street closure? YES \_\_\_\_\_ NO  (if YES contact Devens Public Works CALL 978-772-1864)
5. Parking arrangements/traffic control: see attached map
6. Police & Fire Detail Notification (CALL 978-772-8800): YES  I am firing a detail for alcohol NO \_\_\_\_\_
7. Food Service: YES  NO \_\_\_\_\_ (Food Service Vendors must be permitted through Nashoba Associated Boards of Health CALL 978-772-3335)
8. Waste Management (incl. recycling/composting): wash + recycling bins throughout, removing trash/recycling to Rec dumpst bins
9. Sanitary Arrangements:(restrooms, hand wash, etc.) YES - moving portable toilets to field
10. Tent(s): YES \_\_\_\_\_ NO  (if YES please fill out reverse \*\*)
11. Stages and/or structures associated with the event?: YES  NO \_\_\_\_\_ (if YES provide plans/details)- attached
12. Power source(s): 2 generators (Electric generators require electrical permit from the DEC; Propane tanks over 40 lbs. and/or gas generators require permits from the DEC and/or Devens Fire Dept.)
13. Is Alcohol being served: YES  NO \_\_\_\_\_ (if YES please fill out reverse \*\*\*)
14. Will there be amplified music: YES  NO \_\_\_\_\_ (if YES indicate method - i.e. (band) DJ, etc.) Hours of amplified music: FROM \_\_\_\_\_ TO 6/3 4-7pm, 6/4 11am-3pm

The DEC reserves the right to anticipate potential nuisance conditions at the time the event is proposed and to require assurance of non-impact or reasonable mitigation commitments (including restricting hours of the event and requirements to provide proof that the convener of the event has adequate insurance) at the time the Event Permit is issued. The DEC may also impose protective measures with respect to the active use (i.e., boating, swimming, or fishing) of a surface water resource.

William D. Andrews  
APPLICANT SIGNATURE

**\*\* Tent Permit Application required information (if applicable):**

Tent Permit Fee: \$50/per tent 10' x 12' or larger (in addition to event permit fee)

NUMBER OF TEMPORARY TENT(S) 0 (larger than 10x12) some crafters might bring 10x10 pop up tents TENT SIZE(S) \_\_\_\_\_

DATES: FROM 6/3 TO 6/4

1. Do tent(s) have side panels? Yes \_\_\_\_\_ No N/A
2. Will tent(s) be utilized at night? Yes \_\_\_\_\_ No \_\_\_\_\_
3. Number of people expected to occupy each tent : \_\_\_\_\_  
(if over 250 for a single tent, include floor plan and contact Devens Fire Dept. for review 978-772-4600).
4. Show tent location(s) on the event site plan, and if required, means of egress, location(s) of fire extinguishers and "no smoking signs";
5. Copy of worker's compensation certificate (if being installed by a licensed installer);
6. Flame-resistant certificate(s) for each tent, side wall or drops;

*\*Please Note: All tents need to be secured with ABOVE GROUND ballasts only. Stakes are no longer permitted due to the irrigation system*

[Signature]  
APPLICANT SIGNATURE

**\*\*\* 1-Day License Application required information (if applicable):**

A 1-Day License requires a public hearing. Applications must be submitted at least 21 days prior to the public hearing date.

1-Day License Fee: \$250. (in addition to event permit fee) 6/3 4-7pm, 6/4 11am-3pm  
DATE: \_\_\_\_\_ HOURS (that alcohol will be served): FROM \_\_\_\_\_ TO \_\_\_\_\_

1. On site plan show proposed layout of event as well as the premises for dispensing and consumption of alcohol outlining the area to be roped or fenced off (including dimensions of area, access point(s), internal layout – serving areas, tables, seating etc.). At least one (1) Police Officer shall remain in the roped or fenced off area at all times and security is required at each access point. \*\*\*\*
2. 1-Day License is valid for wine and/or malt beverages only. Special licenses for the sale of all alcoholic beverages may be issued to Non-Profit organizations ONLY. Provide proof of Non-Profit status if you are applying for an all alcoholic beverages license.
3. Licensees must purchase alcoholic beverages from an authorized source; licensees CANNOT purchase from a package store and CANNOT accept donations from anyone. See the list of authorized sources at: [www.mass.gov/abcc/pdf/authorizedsources1-day.pdf](http://www.mass.gov/abcc/pdf/authorizedsources1-day.pdf)
4. Police & Fire Detail Notification (CALL 978-772-8800): YES ✓ I am hiring a detail officer for the alcohol area NO \_\_\_\_\_

**\*\*\*\* It is illegal in Devens to sell, serve, and consume alcohol beverages on public property without a license. The outdoor area is to be enclosed by fencing or other barrier set-up for the purpose of restricting the removal of alcoholic beverages by patrons/guests (show on proposed layout plan and include dimensions). The applicant is an individual, as the responsible manager for the organization. He or she agrees to control the dispensing of alcohol to persons not under the age of twenty-one (21), and that there is to be no service of alcohol to individuals who are or "appear to be" under the influence alcohol.**

Fire Official: [Signature]

[Signature]  
Applicant Signature

DEC Staff: \_\_\_\_\_



## Devens Food Truck and Craft Festival Narrative

We are hosting the Devens Food Truck and Craft Festival on Museum Complex, the field at the corner of Jackson Road and Antietam Street on June 3<sup>rd</sup> from 4-7pm and June 4<sup>th</sup> from 11am-3pm. Please see the categories below for more information.

**Food Trucks** – all food trucks will provide their temporary or seasonal food permits from NABH and will provide proof of insurance, their W-9, and a signed license agreement. Food trucks will be around the perimeter of the field in the yellow areas (see attached layout map). We currently have 11 food trucks signed up for the event as of 5/5 that are working on getting all of their documentation in.

**Craft Vendors** – all craft vendors will provide a signed release waiver in lieu of proof of insurance. Craft vendors will be spread throughout the food truck areas. I currently have 5 craft vendors signed up as of 5/5, but am getting more in daily as we have recently changed the documentation requirements for craft vendors.

**Beer Vendors** – beer vendors will provide their documentation and will be located inside a 50x60 foot fenced off area. Galvanized steel, interlocking barricades will be used to fence the area off and a State Police detail trooper will be hired to monitor the alcohol area while alcohol is being sold. There will be tables with seating, as well as trash and recycling barrels inside of this area. Beer vendors are Bull Spit Brewing and Sterling Street Brewery.

**Music** – we will have one musical performance at each date's event. Point the Finger Band will be performing 6/3 (electric music) and Jacqueline Burns will be performing 6/4 (acoustic set). We will be using a generator to power the bands' equipment. There will also be a stage set up for the band to utilize. The stage is 16x24 feet and is constructed from metal with carpet on top, and has wooden stairs. With the exception of breaks for the performers, music will be playing throughout the duration of the events. Generators will follow safety guidelines set by the DEC.

**Inflatable** – we will have one inflatable slide that will be secured to the ground. The blower for the slide will be powered by a generator. There will be a DPW employee supervising the slide to ensure safety and make sure all rules are being followed. The slide will be closed in the event of high winds.

**Restrooms** – we will provide at least four portable toilets at the location and have access to many others, if they are needed. Restrooms will be located away from food vendors to minimize risk of transfer of bacteria and odor.

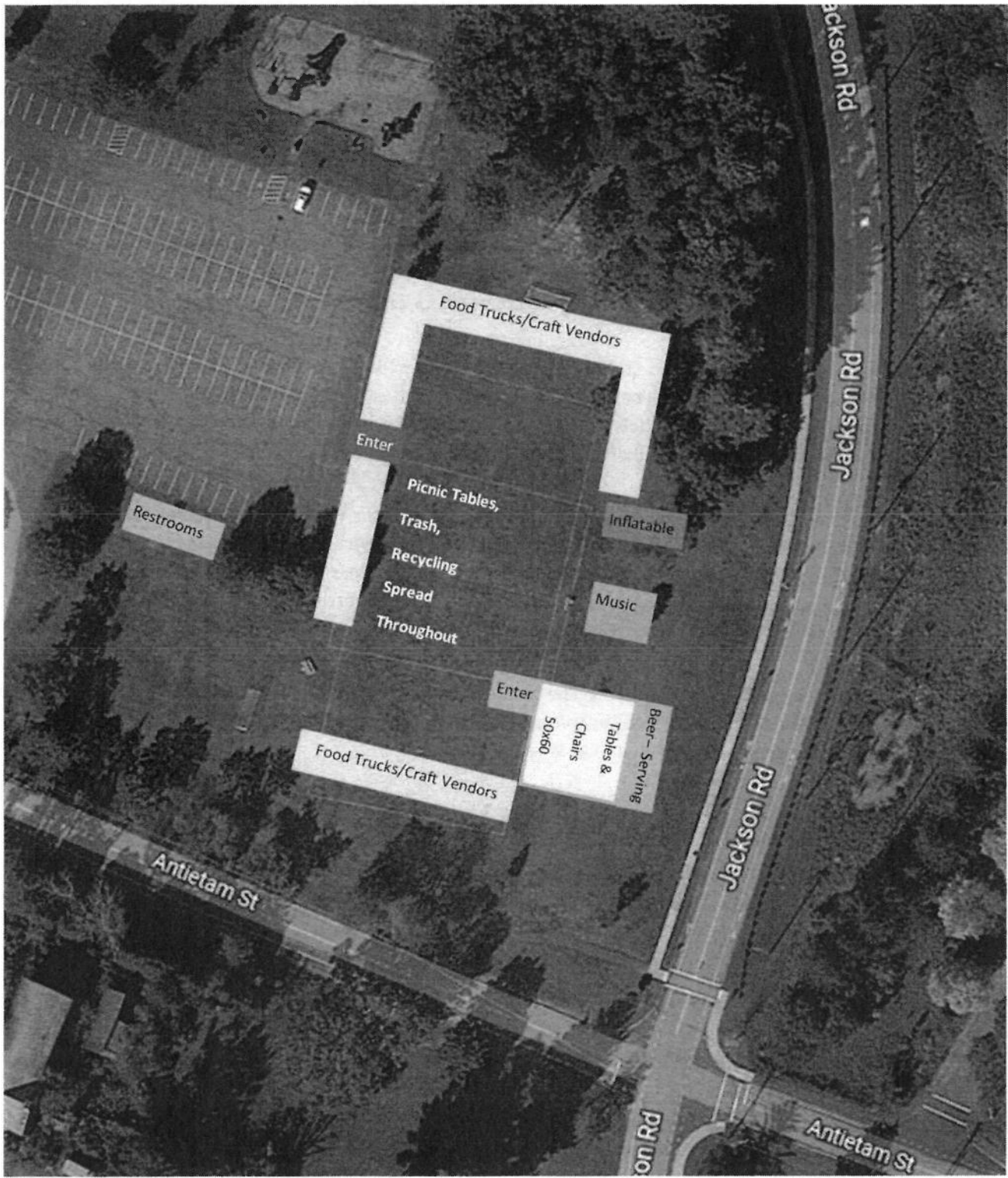
**Trash and Recycling** – trash and recycling barrels will be spread throughout the event area. A DPW staff member will be responsible for removing bags as they get full and putting them in Recreation trash or recycling dumpsters.

**Parking** – we plan on utilizing three large and two small Recreation parking areas for this event, but we have three additional large parking areas that we can open if we get more attendees than expected. We will have a-frame directional signage out that will point people to approved parking areas.

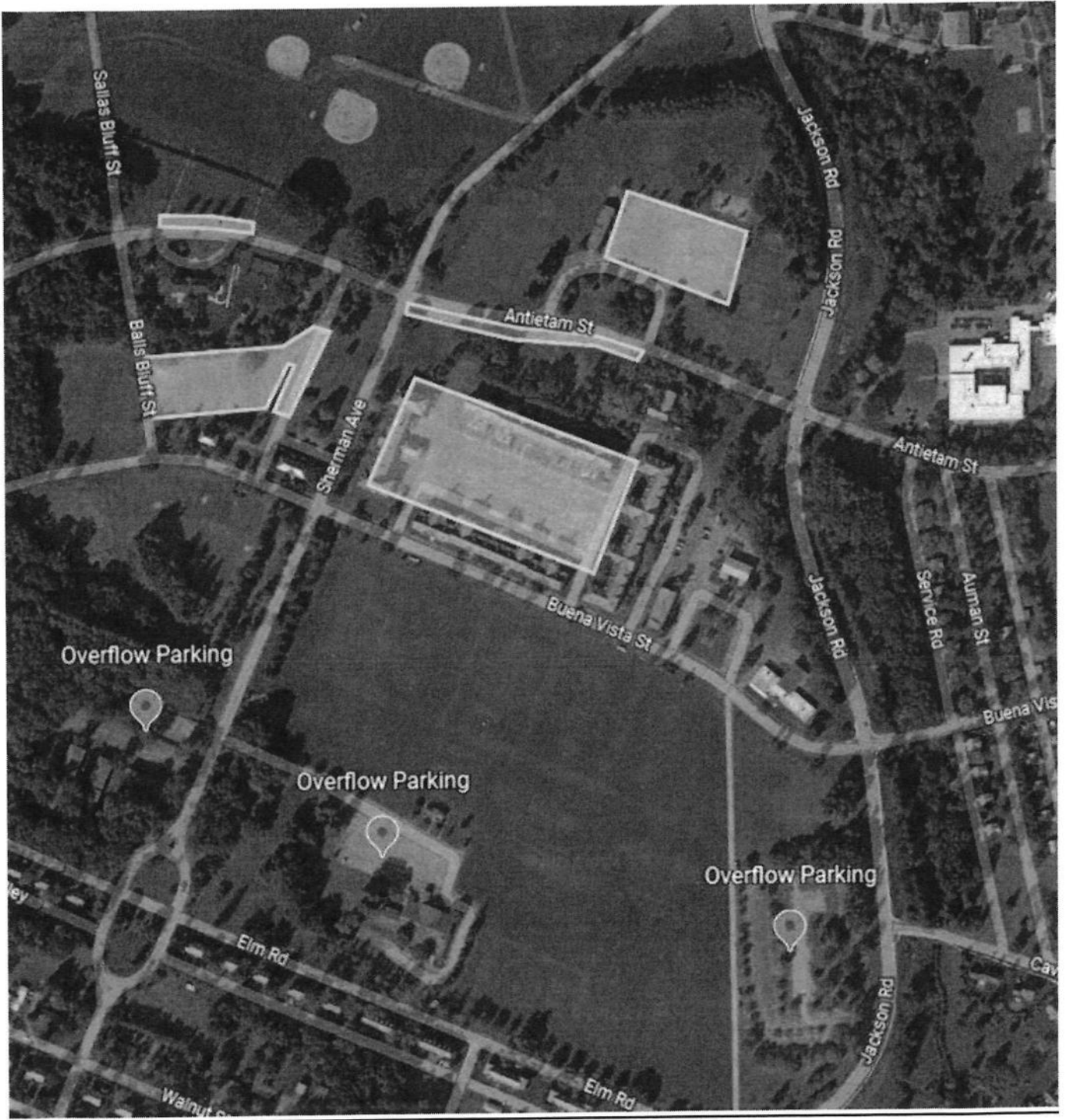
**Expected Attendance** – as this is the first time we are doing an event of this nature, it is difficult to know how many people will attend. We are currently estimating around 2,000 attendees, but we have additional parking areas and directional signage if more people show up than we estimated.

**Rules for Attendees** – No pets, no outside alcohol, no BBQs or open flames, park in approved parking areas only. Rules will be on the marketing flyer and will be posted at the entrance to the event.

Devens Food Truck and Craft Festival Layout Map



Devens Food Truck and Craft Festival Parking Map



**Devens Enterprise Commission – 33 Andrews Parkway – Devens, MA 01434**



Commonwealth of Massachusetts  
Department of Fire Services

BOARD OF FIRE PREVENTION REGULATIONS

Official Use Only
Permit No. _____
Occupancy and Fee Checked _____
[Rev. 1/07] (leave blank)

**APPLICATION FOR PERMIT TO PERFORM ELECTRICAL WORK**

All work to be performed in accordance with the Massachusetts Electrical Code (MEC), 527 CMR 12.00

(PLEASE PRINT IN INK OR TYPE ALL INFORMATION)

Date: 5/5/22

City or Town of: Devens

To the Inspector of Wires:

By this application the undersigned gives notice of his or her intention to perform the electrical work described below.

Location (Street & Number) Field at the corner of Jackson Road and Antietam St

Owner or Tenant 17 Vess Development

Telephone No. 978-772-8876

Owner's Address 33 Andrews Parkway, Devens, MA 01434

Is this permit in conjunction with a building permit? Yes  No  (Check Appropriate Box)

Purpose of Building \_\_\_\_\_ Utility Authorization No. \_\_\_\_\_

Existing Service \_\_\_\_\_ Amps \_\_\_\_\_ Volts Overhead  Undgrd  No. of Meters \_\_\_\_\_

New Service \_\_\_\_\_ Amps \_\_\_\_\_ Volts Overhead  Undgrd  No. of Meters \_\_\_\_\_

Number of Feeders and Ampacity \_\_\_\_\_

Location and Nature of Proposed Electrical Work: Generators Field at the corner of Jackson & Antietam to power generators for an inflatable blower and band equipment

Completion of the following table may be waived by the Inspector of Wires.

No. of Recessed Luminaires	No. of Cell-Susp. (Paddle) Fans	No. of Transformers	Total KVA
No. of Luminaire Outlets	No. of Hot Tubs	Generators <u>2</u>	KVA <u>5,500</u> <u>1,050</u>
No. of Luminaires	Swimming Pool Above <input type="checkbox"/> In- <input type="checkbox"/>	No. of Emergency Lighting Battery Units	
No. of Receptacle Outlets	No. of Oil Burners	FIRE ALARMS	No. of Zones
No. of Switches	No. of Gas Burners	No. of Detection and Initiating Devices	
No. of Ranges	No. of Air Cond.	Total Tons	No. of Alerting Devices
No. of Waste Disposers	Heat Pump Totals: Number _____ Tons _____ KW _____		No. of Self-Contained Detection/Alerting Devices
No. of Dishwashers	Space/Area Heating KW	Local <input type="checkbox"/> Municipal Connection <input type="checkbox"/> Other	
No. of Dryers	Heating Appliances KW	Security Systems: No. of Devices or Equivalent	
No. of Water Heaters KW	No. of Signs	No. of Ballasts	Data Wiring: No. of Devices or Equivalent
No. of Hydromassage Bathtubs	No. of Motors	Total HP	Telecommunications Wiring: No. of Devices or Equivalent
OTHER:			

Estimated Value of Electrical Work: \_\_\_\_\_ (When required by municipal policy.)

Work to Start: \_\_\_\_\_ Inspections to be requested in accordance with MEC Rule 10, and upon completion.

INSURANCE COVERAGE: Unless waived by the owner, no permit for the performance of electrical work may issue unless the licensee provides proof of liability insurance including "completed operation" coverage or its substantial equivalent. The undersigned certifies that such coverage is in force, and has exhibited proof of same to the permit issuing office.

CHECK ONE: INSURANCE  BOND  OTHER  (Specify:)

I certify, under the pains and penalties of perjury, that the information on this application is true and complete.

FIRM NAME: \_\_\_\_\_ LIC. NO.: \_\_\_\_\_

Licensee: \_\_\_\_\_ Signature \_\_\_\_\_ LIC. NO.: \_\_\_\_\_

(If applicable, enter "exempt" in the license number line.)

Bus. Tel. No.: \_\_\_\_\_

Address: \_\_\_\_\_ Alt. Tel. No.: \_\_\_\_\_

\*Per M.G.L. c. 147, s. 57-61, security work requires Department of Public Safety "S" License: \_\_\_\_\_ Lic. No. \_\_\_\_\_

OWNER'S INSURANCE WAIVER: I am aware that the Licensee does not have the liability insurance coverage normally required by law. By my signature below, I hereby waive this requirement. I am the (check one)  owner  owner's agent.

Owner/Agent Signature William J. ... Telephone No. 978-772-8876 PERMIT FEE: \$ ✓/A