

ATTACHMENT A

**A RESOLUTION AUTHORIZING THE TEMPORARY CLOSING OF
ROBERSON STREET BESIDE ARMADILLO GRILL
TO ACCOMMODATE ARMADILLO GRILL'S
10-YEAR ANNIVERSARY PARTY
Resolution No. 144/2002-03**

THE BOARD OF ALDERMEN OF THE TOWN OF CARRBORO RESOLVES:

Section 1. The Board hereby authorizes the temporary closing of Roberson Street beside Armadillo Grill from the stoplight at the East Main intersection to the north side of the Roberson Street public parking lot driveway from 10:00 am to 9:00 pm to accommodate Armadillo Grill's 10 year anniversary party on Saturday, May 10, 2003.

Section 2. The Public Works Department shall provide temporary traffic control devices on the day of the closing (cones, barricades and signs) and the Event Sponsor shall be responsible for reimbursing the associated labor cost to the Town;

Section 3. The Event Sponsor shall be responsible for reimbursing the Town the actual cost for utilizing off-duty Police Officers to manage traffic control; actual cost will depend upon which officers are assigned on the parade day;

Section 4. The Public Works Department shall provide roll-out containers for waste collection and recycling containers for recyclables; Event sponsor shall ensure vendors recycle their cardboard if applicable.

Section 5. The Event Sponsor will coordinate the placement of portable toilets;

Section 6. The Event Sponsor shall be responsible for the removal of waste and debris from the closed portions of Roberson Street and their associated right-of-way areas prior to re-opening; streets can not be re-opened until clear of all debris and event structures, i. e. booths.

Section 7. The Event Sponsor shall be responsible for notifying Central Communications, prior to and on the event day, when the streets are closed and when reopened.

Section 8. This resolution shall become effective upon adoption.

PERMIT APPLICATION

CONCERNING THE USE OF STREETS AND PUBLIC RIGHT-OF-WAY FOR
STREET FAIRS, FESTIVALS, CARNIVALS, AND OTHER PUBLIC EVENTS

EVENT: Armadillo Grill 10 Year Anniversary Party
 EVENT SPONSOR: Armadillo Grill
 EVENT COORDINATOR: Bea Pace
 NAME: Bea Pace
 ADDRESS: 3208 Merriman Avenue, Raleigh, NC 27607
 TELEPHONE NUMBER: 280-3795

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE: 5/10/03 Time Period: From: 10:00 am
 RAIN DATE: N/A To: 9:00 pm

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT: Est 500-1000

ARE ANY SPECIFIC SERVICES REQUESTED OF THE TOWN? YES NO

If YES, specify:

Close off Roberson Street beside Armadillo Grill
from stoplight at E-Main intersection to northside
of Roberson Street Public Parking lot driveway.

ATTACH A SKETCH SHOWING:

- Area where event is to take place
- Any streets to be closed or obstructed
- Any barriers or traffic control devices to be erected
- Location of any concession stand, booth or other temporary structures
- Location of proposed fences stands, platforms, stages, benches or bleachers

OTHER INFORMATION: Temporary stage for bands on
Roberson. food and Beverage booths on street.

INSURANCE INFORMATION: _____

NOTIFICATION OF CENTRAL COMMUNICATIONS (911):

The APPLICANT is responsible for notifying Central Communications (911):

- *at least five (5) days in advance of the event in writing (Orange County EMS, Post Office Box 8181, Hillsborough, NC 27278)*
- *on the day of the closing, prior to the actual closing of the street (dialing 911)*
- *on the day of the closing, when the street is re-opened (dialing 911)*

NOTIFICATION OF THE PUBLIC:

A public hearing is required for all street closing permit applications. The public must be notified by a formal advertisement in a local newspaper. The Public Works Department *will submit* the advertisement copy to the newspaper. **However, the applicant will be responsible for reimbursing the Town for the full cost of the advertisement.**

Any other notification of the public of this event will be the Applicant's responsibility.

NOTIFICATION OF ABUTTING PROPERTY OWNERS:

The **APPLICANT** is responsible for notifying all abutting property owners of the Public Hearing. Such notification must be accomplished at least seven days prior to the Public Hearing. The notification must include:

- the DATE, TIME and LOCATION of the proposed street closing; and
- the DATE, TIME and LOCATION of the Public Hearing as well as the subject matter of this Public Hearing

The Public Works Department must receive in writing from the **APPLICANT** the following at least five days prior to the Public Hearing:

names of all property owners notified

copy of the notification

method used to notify these property owners (mail or hand delivery)

CLEAN-UP TIME TABLE:

FEES: \$ 50.00 application fee plus 100% of the cost of the Public Hearing advertisement
Application fee must accompany the submittal of this application

Armadillo Grill

STAFF REPORT

Public Hearing

- ε Notification to surrounding businesses, residents, Orange County EMS, and Central Communications (911)
 - ✓ Ben Pace - Armadillo Grill responsibility
 - ✓ Notification to occur no later than 10 days prior to public hearing date

- ε Advertisement in Chapel Hill Newspaper on April 11, 2003
 - ✓ Public Works to perform
 - ✓ Ben Pace - Armadillo Grill to reimburse actual advertising cost

Traffic Control

- ε Public Works Department to coordinate
- ε Devices to include but not limited to: cones, barricades, signs, orange attachment flags for warning, and no parking signs
- ε Traffic Signal Devices: Public Works to coordinate

Notification of Central Communications (911) of actual closing and re-opening of streets on event day

- ε Ben Pace - Armadillo Grill responsibility

Notification of Actual Event

- ε Notification to surrounding businesses, residents, Orange County EMS, and Central Communications (911)
- ε Ben Pace - Armadillo Grill responsibility

Collection of trash and recyclables

- ε Public Works to supply roll-out containers and recycling carts
- ε Ben Pace - Armadillo Grill responsible for emptying recycling carts during event
- ε Ben Pace - Armadillo Grill responsible for litter collection and general clean-up of event areas during and at the conclusion of the event
- ε Public Works can supply large trash bags for litter collection and general clean-up; cost per case \$45.00; if utilized, Ben Pace - Armadillo Grill to incur costs

Portable toilets

- ε Ben Pace - Armadillo Grill to coordinate

Vendors and Exhibitors

- ε Due to public safety issues, the Fire Department shall be informed of any power source utilized, i.e. propane
- ε If electrical power is proposed, the Chief Building Inspector should approve

Bands

- ε Power source and wattage should be approved by the Chief Building Inspector and/or the Buildings & Trades Supervisor, whoever is deemed most appropriate

Banners and/or signs

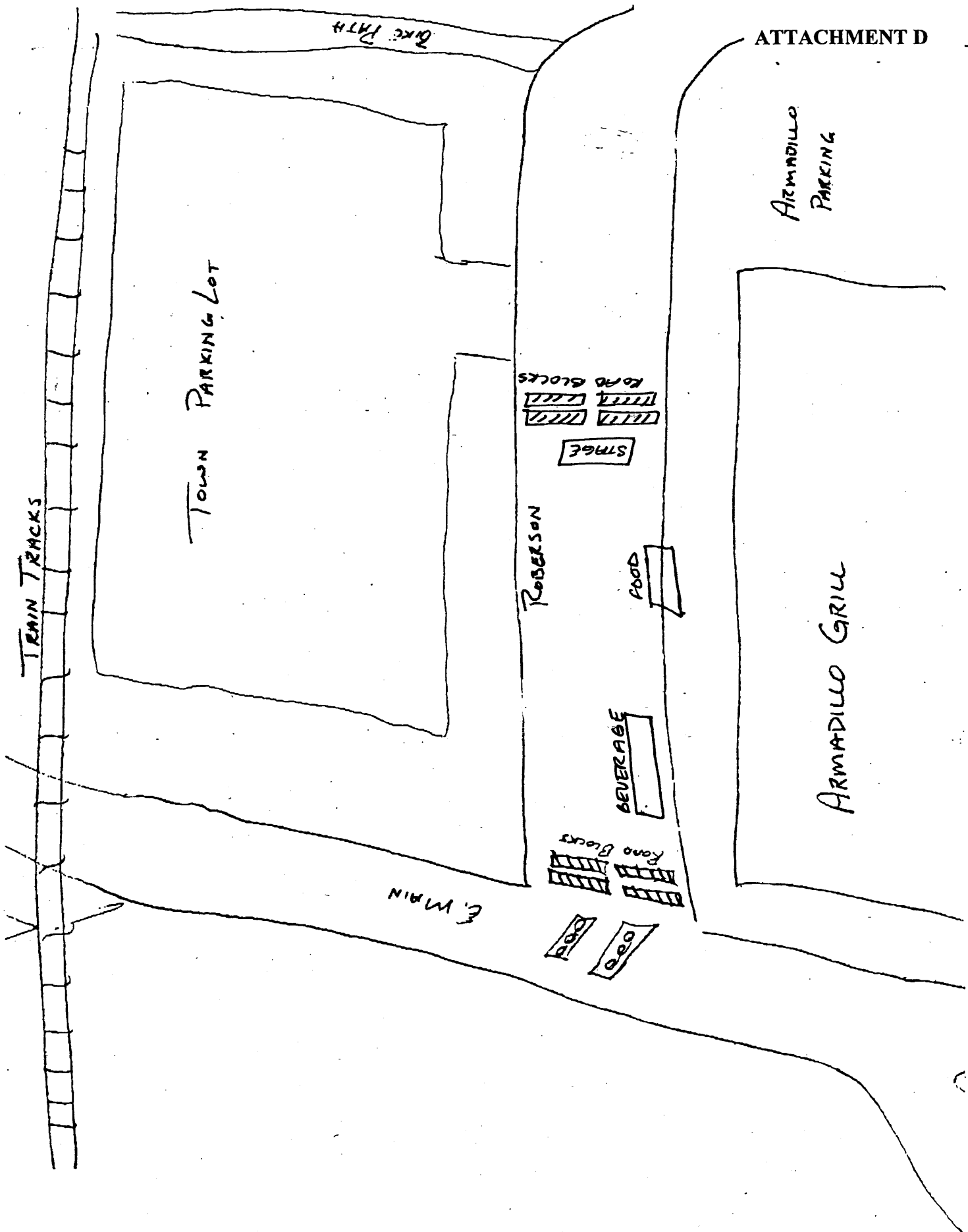
- ε Duke Power owns the electrical poles; the Town can not grant permission to hang banners from such poles

Expenses

- ε Police Department
To be determined

- ε Public Works Department

3 Employees @ 5 hours	\$ To be determined
1 Public Hearing Notice	\$ To be determined
1 Case - Bags for recycling carts	\$ 25.00
- Case - Bags for litter	\$ 45.00/ <i>per case</i>



TRAIN TRACKS

BIKE PATH

TOWN PARKING LOT

ROBERSON

KONO BLOCKS

STAGE

FOOD

BEVERAGE

KONO BLOCKS

FOOD

ARMADILLO PARKING

ARMADILLO GRILL

E. MAIN