

A RESOLUTION SETTING A PUBLIC HEARING ON A TEMPORARY STREET CLOSING
REQUEST

Draft Resolution No. 45/2012-13

BE IT RESOLVED by the Board of Aldermen of the Town of Carrboro that January 29 2013 at 7:30 PM is hereby set as the date for a public hearing on a request by The Bicycle Coalition to temporarily close and use the following street on Saturday, April 13th 2013 from 9:00 AM to 3:00 PM for the Carrboro Open Streets event:

1. W. Weaver St. from Elm St. to N. Greensboro St.

STREET CLOSING PERMIT APPLICATION

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

EVENT: Carrboro Open Streets

EVENT SPONSOR: The Carrboro Bicycle Coalition (www.bikecarrboro.com)

IS THE SPONSOR A: NON-PROFIT FOR PROFIT OTHER: _____

ANY OTHER INFORMATION ABOUT SPONSOR OR EVENT:

In July of this year, the Carrboro Bicycle Coalition (the Coalition) won a *Better Bicycling Community Grant* from Performance Bicycle to conduct a "Ciclovía" or "Open Streets" event in Carrboro. The Coalition has intends to provide the Town of Carrboro with the \$3,000 in order to cover costs associated with closing W. Weaver St. The event will include adult supervised bicycle rides for children, fitness related activities, and informational booths offering tips on healthy and active living, and basic bike repair. There will be no use of amplified music.

EVENT COORDINATOR INFO:

NAME: Seth LaJeunesse

ADDRESS: 103 Westview Drive, Apt. J Carrboro, NC 27510

TELEPHONE NUMBER: 919-357-6079

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE: April 13, 2013 Time Period: From: 9am (9-10am set-up; 10am event start)
RAIN DATE: April 20, 2013 To: 3pm (2-3pm take-down; 2pm event end)

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT: 500 -800

ARE ANY SPECIFIC SERVICES REQUESTED OF THE TOWN? YES NO
(traffic control may be required, and event organizers may be required to reimburse the Town for any related expenses):

If YES, specify

Traffic control; the set-up and take-down of roadway barriers

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: _____

INSURANCE INFORMATION: We on the Coalition ask that the Town considers this proposed Open Streets initiative a Town-sponsored event. Like the Carrboro Music Festival, both events involve (or will involve) the closing of downtown streets, both inevitably incur risks associated with doing so, and both use Town staff time to operate efficiently and safely. Given that the Coalition's current yearly operating budget hovers around \$6,000, we humbly request that the Town place this Open Streets event under its administrative insurance policy.

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 and the applicant must speak with the Town Clerk about requesting this public hearing. 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 (an estimated \$30-\$40).**

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: 9-10am (set-up); 2-3pm (take-down)

FEES: \$ 60.00 application fee plus 100% of the cost of the Public Hearing advertisement

Application fee must accompany the submittal of this application

Event / Street Closing Checklist:

Permit Application submitted along with **\$60.00** application fee: _____

Board of Aldermen set a public hearing: _____ **Date:** _____

(Pub. Wks. will forward applications to the Town Clerk, who will set a date for the Board to consider scheduling a Public Hearing)

Duly advertise a Notice of the Public Hearing: _____

(Town places advertisement and applicant reimburses Town 100% of the advertising cost (estimated \$ 30 - 40))

Abutting property owners duly notified: _____

(notification must be certified to the Public Works Dept. in the manner described above)

Public Hearing: _____

Proposed Carrboro Open Streets Initiative – Saturday, April 13, 2012 (10am – 2pm) West Weaver Street, Carrboro , NC 27510

