

ATTACHMENT A

A RESOLUTION AUTHORIZING THE TEMPORARY CLOSING AND USAGE OF THE FOLLOWING STREETS TO ACCOMMODATE THE CARRBORO OPEN STREETS.

Draft Resolution 90/2012-13

Section 1. The following street shall be temporarily closed and used Saturday, April 13 2013 from 9:00 am to 3:00 pm to accommodate the Carrboro Open Streets event:

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

Section 2. This event is to be held in accordance with the permit issued by the Board of Aldermen pursuant to Article III of Chapter 7 of the Town.

Section 3. The Town shall supply the appropriate traffic control devices to give notice of the temporary traffic controls.

Section 4. No person may operate any vehicle contrary to the traffic control devices installed in accordance with Section 3 of this resolution.

Section 5. The Event Coordinator will be responsible for notifying Central Communications when the street is closed and when it is reopened to vehicular traffic.

Section 6. Applicant shall distribute flyers of notification, to persons occupying property abutting the streets where the event is to take place and of the contents of any resolution passed.

Section 7. Option 1. Applicant will be responsible for all costs incurred by the Police and Public Works to facilitate this event. Applicant will be sent an itemized bill for the final costs incurred by Police and Public Works.

OR

Option 2. Applicant will be responsible for costs up to \$3,000 incurred by the Police and Public Works to facilitate this event. Any costs for providing services in excess of \$3,000 will not be charged to the applicant. Applicant will be sent an itemized bill for the costs incurred by Police and Public Works up to \$3,000.

Section 8. Option 1. This resolution is contingent on the applicant providing proper liability insurance to the Town at least 30 days prior the event.

OR

Option 2. The Town will add this event to the Town's liability insurance policy and will pay for the costs of the liability insurance.

Section 9. This resolution shall become effective upon adoption.

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

Key:

Event space

Suggested cycling loop
(not closed)

Vehicular traffic barriers

Alternative traffic barrier
(tentative)

Informational + bicycle
service booths

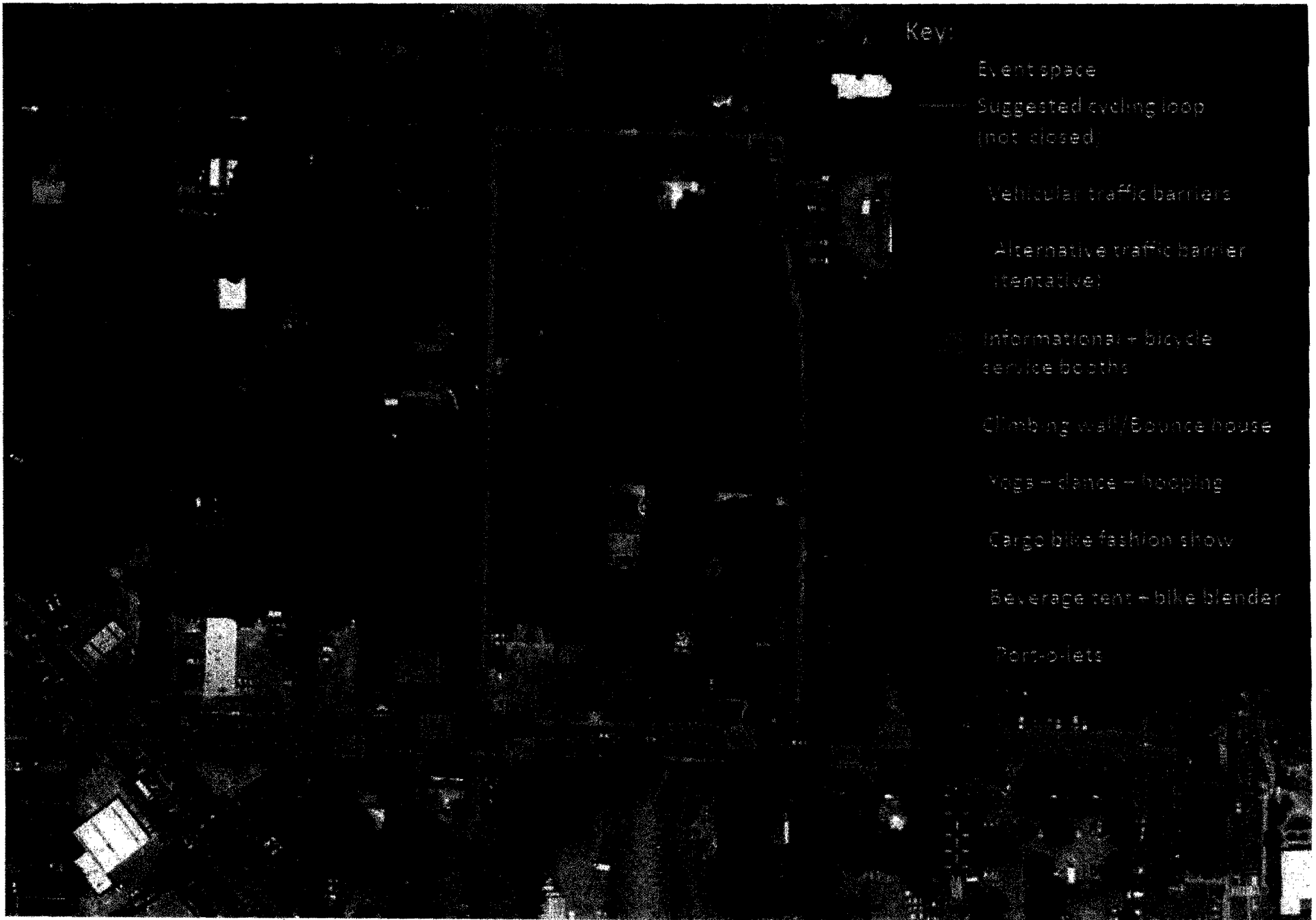
Climbing wall/Bounce house

Yoga + dance + hooping

Cargo bike fashion show

Beverage tent + bike blender

Port-o-lets



Hi George,

I just got off the phone with Molly and wanted to share our game plan for parking. Erin Heiderman, who will be taking over as Market Manager in February, is copied here as well. I feel very pleased with what we have outlined today based on our previous Open Streets conversations together. Since Weaver St. will be the only street that will be closed, we're looking at the three lots that we use on Saturday morning: The Dispute Settlement Center, The Municipal Lot, and the PNC Bank lot. I don't know the exact total number of parking spaces, but I imagine we're looking at around 30 parking spaces that will be closed that day. The Market will reach out to Ed Kerwin to see if we can use the Owasa parking for that day and we will provide a volunteer to assist with directing parking in the lot that morning. Assuming that is ok, that should provide another 30-50 spaces. We would also like to ask David Poythress if he would be willing to allow parking along Barnes St. off of Jones Ferry during the farmers market morning hours. We have used that street for overflow parking during the Christmas Parade and it works well, which would be another 20 spaces or so. We would not use any of the side streets off of Barnes. Lastly, and something I had not thought of before, right next to the Market we can promote the Chapel Hill Tire Parking. The owners of Chapel Hill Tire recently let us know that they would be open to the Market using the parking if need be during Saturday mornings as long as cars do not stay in the lot through business days. That would free up another 20 spaces. Assuming we are able to secure Owasa and Barnes St., we should have more than enough parking even if customers are rerouted to get to Market.

As for Country Junction, I realized that our farmers that eat there for breakfast walk from the Market after they have parked their car. So, the parking issue will not effect our farmers there since they will be on foot. Molly and I also brainstormed the Country Junction traffic in general - not pertaining to the Market but to their customers assuming the road is blocked. One suggestion may be to put alternate parking signage out in front about parking a few days in advance (possibly the swimming pool location next door?). It may be possible that Country Junction might want to participate by offering biscuits for sale on street to pedestrians walking from Weaver St. to the Market?? These are just ideas and obviously a conversation with the owner will needed to move forward.

As we discussed, at the end of the event we'll want to debrief on what worked well, what could be improved upon, etc. with the various players involved so we can assess the event before making future decisions.

I feel we have a good game plan in place for the Market parking and welcome your thoughts/feedback.

Thanks again,
Sarah

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Sarah Blacklin, Market manager
Carrboro Farmers' Market
carrborofarmersmarket@gmail.com