

ADDENDUM A: MAPS AND STREET CLOSURES



All maps submitted will be reviewed for Public Safety, Inspection, and Environmental Services compliance.

The event route or location shall be as follows (Please attach the required map):

Example: Begin at intersection of Thach Avenue and College Street → Proceed North on College → East on Magnolia Avenue → South on Gay Street → West on Thach Avenue → ending location at intersection of Thach and College

Note: Maps are required to contain the following (if applicable):

- North Arrow
- Scale drawing of not less than one (1) inch = one hundred (100) feet
 - You may use google maps, or the like, for mapping purposes
- The location and dimensions of all existing and available parking areas
 - Parking may be on-site or off-site. Where off-site parking is provided, there shall be adequate plans for transporting or conducting patrons from the off-site parking facilities to the special event area.
- Location of all public streets, driveways, walkways, and curb cuts to be used. **Public Streets may not be closed unless approved by the City Council.**
- Location of the nearest fire hydrant(s)
- Location of any stage/sound systems and/or any other vendors (food, souvenirs)
 - Stages, Booths, Fencing, Tents, Scaffolding, or Structures of any nature on, under, or within which persons may congregate, shall conform to the applicable building, health, and other construction codes.
- Generator locations (if being used)
- Bathroom facilities, Garbage and Refuse Disposal Locations
 - Site must be cleared of all debris and temporary structures (including bathrooms, fencing, stages, etc.) within 24 hours of the end of the event.
- Emergency vehicle access with open fire lanes shown.
 - Vehicular access points shall be kept open.

Requested Street Closures:						
Street Name	Between (cross street)	And (cross street)	Start Date	Start Time	End Date	End Time
Example: North College Street	Glenn Ave	Magnolia Ave	12/31/2017	10:00 PM	1/1/2018	8:00 AM

*Note: Parking is only permissible in designated areas

For office use only		Approved
		Denied
Application No.		