



CITY COUNCIL Agenda Item #19-101(b)

Date: March 27, 2019

Consent X Discussion _____

SUBJECT: Street Closure Permit Application: Bailey Avenue & State Street, Rally for the Planet, 5/1/19

SUBMITTING DEPARTMENT: City Manager's Office

RECOMMENDED ACTION: Approve application from Matt Hennen and Tom Sabo, local teachers, to have a rolling closure on Bailey Avenue and State Street to the State House on Wednesday, May 1st from 9:45 until they arrive at the State House for the Vermont Youth Day - Rally for the Planet.

STRATEGIC OUTCOME/INITIATIVE: Inclusive, Equitable and Welcome Community; Environmental Stewardship

PRIOR ACTION: N/A

EXPENDITURE REQUIRED: N/A

SOURCE OF FUNDS: N/A

LEGAL REQUIREMENTS: Requests for street closures requires Council approval.

BACKGROUND INFORMATION: This is an annual event.

SUPPORTING DOCUMENTS: Street Closure Application

INTERESTED PARTIES: Applicant; Business Owners; Residents; Fire; Police and Public Works

CITY MANAGER'S APPROVAL:

A handwritten signature in black ink, appearing to read "W. Hoffman", written over the City Manager's Approval line.



Special Event / Street Closure Permit Application

1. Event Sponsor

Name: Matt Henchen Tom Sabo	Email: mhenchen@wwsu.org toms@mpsvt.org
Address: [REDACTED]	
Cell Phone: [REDACTED]	Other Phone:

2. Event Details

Name of Event: Vermont Youth Lobby Day - Rally for the Planet	
General description of the event (1 to 3 sentences): Students from several Vermont middle, secondary, and postsecondary schools will meet at Montpelier High School and then walk to the Statehouse lawn to meet with their local representatives and voice their opinions on the issue of climate change and other youth related issues	
Date of Event: Wednesday, May 1st, 2019	Start and End Time of Event: 10:00am - 11:00am
Street(s) to be Closed - Please attach a sketch of the event layout. See attached	
Time Street will close (recommend up to an hour before event): 9:30am	Time Street will reopen (recommend 30 minutes after the event ends): 11:30am
Number of Staff/Volunteers on site for Event: 20-30	
Number of people expected at event: 500-1500	Number of vendors and/or entertainers who will participate: NA
Name of General liability insurance carrier – Please attach proof of insurance. (General liability insurance for Special Events in the downtown area must be obtained by the Event Sponsor.)	

3. Community Support

<p>Is this a reoccurring event in Montpelier? Yes</p>	<p>If no, do you have experience elsewhere with such events? Please explain.</p>
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How does this event benefit the public (as outlined in the Street Closure Policy)?

This special event is designed to bring young Vermonters together with their elected officials to discuss political issues that matter most to them. This benefits all young Vermonters, as well as the general public, because it contributes to a more engaged and better informed citizenry.

4. Public Safety and Public Health

Please describe any discussions or arrangements that the Event Sponsor has made with public safety or public works professionals in Montpelier.

We will be requesting a permit for the use of the Statehouse Lawn and will make arrangements for portable toilets, trash, recycling, and composting.

What arrangements have been made for food, water, and toilet facilities (if applicable)?

As we have done in previous years, we will contract with Hartigans for portable toilets. The only food that will be provided will be ice cream from Ben and Jerry's. We will secure approval for two parking spaces on State St. to serve this purpose.

What arrangements have been made to assure that litter will be cleaned up and disposed of and that trash and recycling containers will be provided?

We will have ample trash, recycling, and composting bins available and participants will be encourage to pack a zero-waste lunch. Our staff will also ensure the lawn and parade route is spotless after the event - as it always has been in years past.

If additional law enforcement officials will be hired for your event, please list:

We do not anticipate the need for extra law enforcement.

Please note any other unique aspects of this event:

Will noise levels or hours exceed the city's noise ordinance? If so, will this event require a request for variance from the noise ordinance?

No. We do not anticipate this year's event to be any louder than in year's past.

5. Accessibility

As this event will take place on public property, I, as the Event Sponsor, attest that this event and all related programming and facilities meet the Americans with Disabilities Act accessibility requirements. These requirements are available at the City's website.

<i>Matthew N. Henchen</i>	Matt Henchen	02/21/2019
Signature	Printed Name	Date

6. Signature

I, the undersigned, certify that the information provided above is valid and I will abide by any additional provisions note by Officials below. I acknowledge that I have read and understand the Montpelier Street Closure policy and that I am responsible for compliance with all requirements contained in that policy. I also agree to be onsite for the duration of the above mentioned street closure.



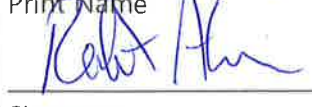
<i>Matthew N. Henchen</i>	Matt Henchen	02/21/2019
Signature	Printed Name	Date

Notice Documentation

Name of Event:	
Date of Event:	Start and End Time of Event:
Street(s) to be Closed:	
Time Street will close (recommend up to an hour before event):	Time Street will reopen (recommend 30 minutes after the event ends):
Date of City Council Meeting to consider permit request:	
Describe Efforts made to notify residents and businesses along the street to be closed. Notification must include both the date/time of the proposed event and the date/time of the City Council meeting where the street closure will be considered.	

FOR OFFICIAL USE ONLY

The following parties have reviewed and approved:

POLICE	
Reviewed by: <u>Neil Mantel</u> Print Name  Signature <u>3/11/19</u> Date	<input type="checkbox"/> Reviewed – recommend approval with no conditions <input checked="" type="checkbox"/> Reviewed – recommend approval with conditions: <i>No Need TO CLOSE ROADS until JUST before Start of The Event. Police TO ASSIST at intersections & CRUISE TO follow at Peak of March -</i> <input type="checkbox"/> Reviewed – do not recommend approval
PUBLIC WORKS	
Reviewed by: <u>Thomas McArdle</u> Print Name  Signature <u>3/14/19</u> Date	<input type="checkbox"/> Reviewed – recommend approval with no conditions <input checked="" type="checkbox"/> Reviewed – recommend approval with conditions: <i>As per MPD comments</i> <input type="checkbox"/> Reviewed – do not recommend approval
FIRE DEPARTMENT	
Reviewed by: <u>Robert Gouans</u> Print Name  Signature <u>3.12.19</u> Date	<input type="checkbox"/> Reviewed – recommend approval with no conditions <input checked="" type="checkbox"/> Reviewed – recommend approval with conditions: <i>Maritime Emergency Vehicle Access</i> <input type="checkbox"/> Reviewed – do not recommend approval



Special Event / Street Closure Permit Application

MONTPELIER ALIVE	
Reviewed by: <u> Dan Graberg </u> Print Name	<input checked="" type="checkbox"/> Reviewed – recommend approval with no conditions <input type="checkbox"/> Reviewed – recommend approval with conditions:
<u> [Signature] </u> Signature	
<u> 3/12/19 </u> Date	<input type="checkbox"/> Reviewed – do not recommend approval
OTHER	
Reviewed by: _____ Print Name	<input type="checkbox"/> Reviewed – recommend approval with no conditions <input type="checkbox"/> Reviewed – recommend approval with conditions:
_____ Signature	
_____ Date	<input type="checkbox"/> Reviewed – do not recommend approval

This permit request was reviewed at the _____ City Council meeting.
(MONTH/DAY/YEAR)

This permit request was: APPROVED _____ DENIED _____



Parkway Ave

Corse St

Corse St

Cliff St

Court St

School St

E State St

St

Ave

Terrace St

Vermont State House

Vermont Historical Society Museum

Vermont Association-Realtors

Winooski River

Bailey Ave Ext

Sunoco Gas Station

New England Culinary Institute

Capitol Plaza Hotel & Conference Center

Mad Taco

Drawing Board Inc

Google

Memorial Dr

Terrace St

Ice Station

Bailey Ave

St