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artfair.org

January 18, 2012

Mayor Hieftje and Ann Arbor City Council Members
Ann Arbor City Hall
100 North Fifth Avenue
Ann Arbor, Michigan 48104

Dear Honorable Mayor Hieftje and City Council Members:

I'm happy to report that 2012 will mark the 53rd year of the Ann Arbor Street Art Fair, the Original; one-quarter of the world-renowned Ann Arbor Art Fair that turns the streets of Ann Arbor into "Destination Art" for four days each July and brings an estimated \$78 million to our community. On behalf of the Board of Directors and staff of the Street Art Fair, I respectfully submit the following street closing requests for set-up, tear-down, and the Art Fair, July 17 – 22, 2012. Please note that the street closing request for the *Townie Street Party*, to be held on Monday, July 16, will be handled separately.

On behalf of the Ann Arbor Street Art Fair, the Original, I respectfully request the following streets be closed, and parking, traffic, recycling and solid waste, and police and fire department arrangements for the 53rd annual Ann Arbor Street Art Fair, **6 AM Tuesday through 7 AM Sunday, July 17, 18, 19, 20, 21, 22, 2012**. Hours of the Fair will be Wednesday through Friday, 10 AM to 9 PM and Saturday, 10 AM to 6 PM.

Closed Streets: (see attached map)

- North University from Fletcher to Thayer
- East Washington from State to Fletcher
- Thayer, including the North University intersection, to East Washington (Thayer block and Washington block between State and Thayer will remain open for limited access to the Bell Tower Hotel, UM Parking Structure, UM Natural Science Building and North Quad. Art Fair personnel staff the barricades.)

Closed Sidewalks:

- North University from Fletcher through the Thayer intersection
- Thayer between N. University and East Washington
- East Washington between State and Fletcher
- Fletcher between North University and East Washington (safety and service for Ingalls Mall)

These closings provide audience safety; allow the placement of booths (information, sponsor, communications, audience services, art activities/demonstrations, signage and first aid) on the sidewalks; access for emergency and operational service for the University of Michigan Diag, Ingalls Mall and the Bell Tower Hotel; and service access for the Alumni Association and the Michigan League on Fletcher.

In addition, we request coordination in removing abandoned bicycles on the sidewalks so that safe access to artist booths in the permitted area will be maintained.

Parking Restrictions:

- Parking and loading zone access will be restricted in the permitted area and arrangements to use parking spaces will be made directly through the Downtown Development Authority.
- Arrangements will be made for ample shuttle bus and trolley service to connect the art fairs, the downtown shopping areas and the parking structures with the AATA and/or a private carrier.

Solid Waste/Recycling Collection: The Ann Arbor Street Art Fair crews perform daily recyclable and trash collection. We would like to request the following:

- Three (3) trash dumpsters on the east side of Thayer. The dumpsters should be serviced by the City prior to the opening of each day of the Fair.
- Three (3) recycle dumpsters on the east side of Thayer. The dumpsters should be serviced by the recycling company prior to the opening of each day of the Fair.
- Twelve (12) rolling trash carts.
- Thirteen (25) rolling recycle carts
- Seventy-five (75) trash boxes
- Special arrangements for servicing any permanent city trash receptacles on the Street Art Fair site.
- The fire hydrant water tap installed and tested by A2H20 on the hydrant on the south side of North University in front of the Kraus Natural Science building. To be installed and tested early in the morning Monday, July 16.

All materials should be delivered to the Operations POD on Thayer between North University and Washington on Monday morning, July 16.

Police and Fire Coverage: We request adequate police and fire coverage for the North University, Thayer and Washington Street area during Fair time. We continue to work with the Mayor's Committee on Art Fairs to improve emergency communications and safety signage and appreciate the services provided by the city/county Emergency Operations Teams.

Street Clean Up: We request early morning street cleaning service the week prior to the Fair and daily during the fair week, July 16 – 21. At the close of the fair, at 6 PM, on Saturday, July 21, our crews, contractors and artists will take down all booth structures and service materials. We also request assistance Sunday, July 22, from both the City street sweeper and Solid Waste Department trucks and crews for the final street cleaning of North University Avenue, Thayer and Washington Streets.

Signage/Traffic Signals: We request authority to place appropriate temporary signage in our designated area. Additionally we would like assistance on the following modifications to be coordinated with the City's signs and signals staff during the fair:

- Temporarily remove crosswalk and bus stop signs as needed on North University and East Washington.
- Put the light at Washington and State on flashing red at 7am on Tuesday, July 17.
- Affix "open to parking deck and hotel" sign to the barricade at East Washington and State to facilitate local access traffic to the Thayer Parking Deck and the Bell Tower Hotel. To be in place by 7am on Tuesday, July 17,
- Place "Stop for Pedestrians" signs on the center line at the pedestrian crosswalk on Fletcher near the Washington.
- Freeway and City directional signs for the Art Fair Shuttle are to be placed by the City Signal and Sign Department by Monday, July 16 and removed by Monday, July 23.

Art Zones and Stages: We will have several art activity tents and a performance tent on Ingalls Mall, as well as designated street performance areas located throughout the fair site.

We will continue to coordinate our planning and operational activities for the Ann Arbor Street Art Fair, the Original, through the Mayor's Committee on Art Fairs.

The *Townie Street Party*, an Art Fair kick-off event benefitting the educational and outreach activities of Ann Arbor Street Art Fair, Inc. will be held on Monday, July 16, 2012. The Party continues to grow and we continue to add activities to showcase Ann Arbor and Washtenaw County community assets. The Kids' Art Fair, featuring young artists from 3rd thru 8th grades; the Townie Hall, where our community partners showcase their services; and the Creative Connections area hosted by the Arts Alliance have all become community favorites. We will submit a special event permit request to city staff for the *Townie Street Party* festivities.

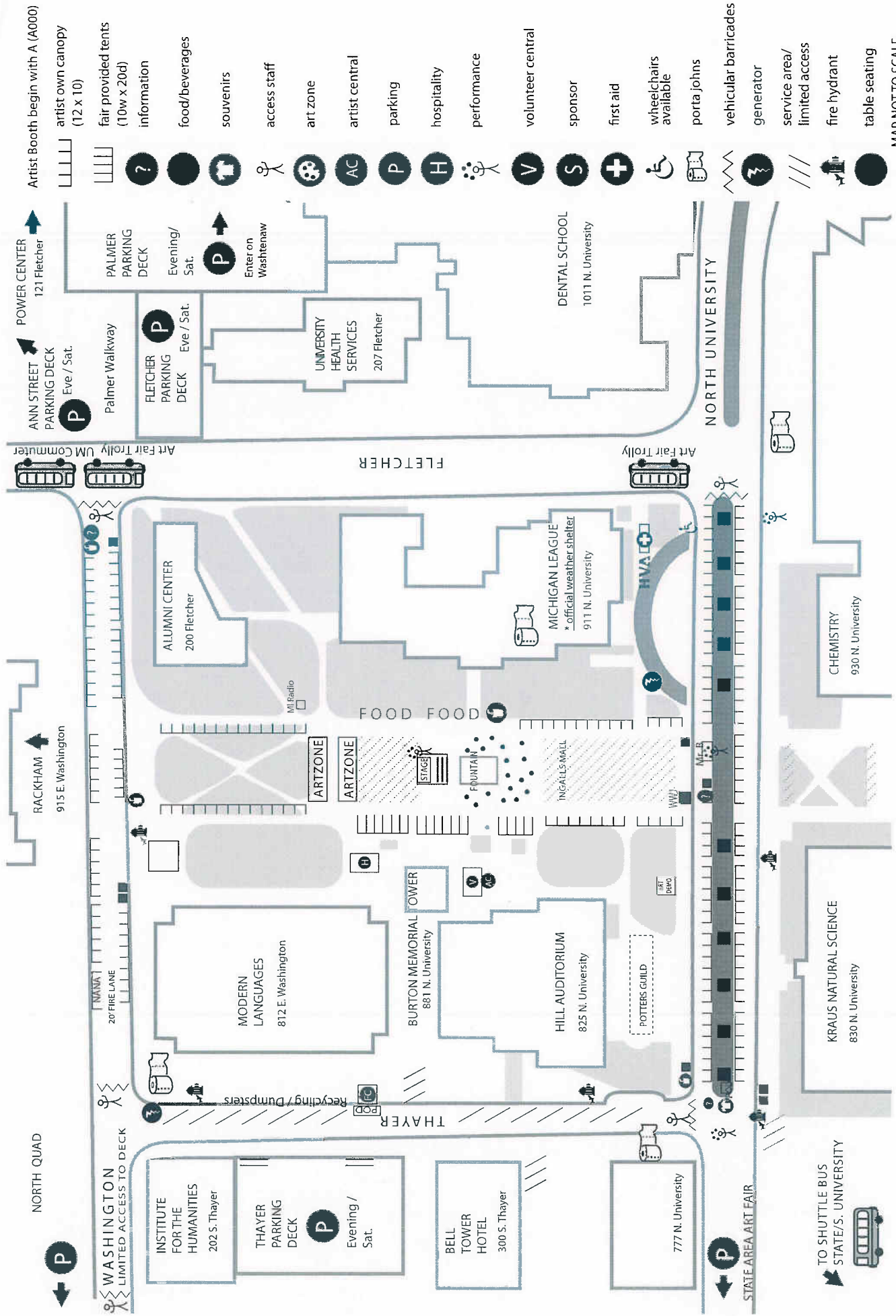
Thank you in advance for your assistance and cooperation in working with us to produce this nationally honored event. We are looking forward to sharing it with the Ann Arbor community for the 53rd consecutive year!

Sincerely,

Maureen Riley
Executive Director

Attachments: 2012 Ann Arbor Street Art Fair, the Original Operations Map

2012 Ann Arbor Street Art Fair, the Original



- Artist Booth begin with A (A000)
- artist own canopy (12 x 10)
- fair provided tents (10w x 20d)
- information
- food/beverages
- souvenirs
- access staff
- art zone
- artist central
- parking
- hospitality
- performance
- volunteer central
- sponsor
- first aid
- wheelchairs available
- porta johns
- vehicular barricades
- generator
- service area/limited access
- fire hydrant
- table seating

MAP NOT TO SCALE
LAYOUT SUBJECT TO CHANGE
January 18, 2012

July 18-21, 2012 (Set-up July 17) W-F 10 AM - 9 PM, SAT 10 AM - 6 PM