



December 17, 2008

Mayor John C. Hieftje
Ann Arbor City Council
City of Ann Arbor
100 N Fifth Ave
Ann Arbor, MI 48104

Honorable Mayor and City Council:

For the 40th Annual Ann Arbor Summer Art Fair, July 15-18, 2009, the Guild of Artists & Artisans respectfully requests the following street closures and city services:

DATES AND TIMES

Street closures and sidewalk permits are requested to begin on Tuesday, July 14, at 6 a.m. and continue through Sunday, July 19, ending at 5:00 a.m.

STREET CLOSURES

Main Street: To be closed from Huron Street to William Street. Huron, Washington, and William will remain open to through traffic.

Liberty Street: To be closed from Main Street to Fifth Avenue. Ashley Street, Fourth Avenue and Fifth Avenue will remain open to traffic.

State Street: To be closed from William Street to South University Street. State Street to be closed from Madison to South University; except for local and shuttle bus traffic.

Oakland Street: For set up and tear down only. To be closed from Hill to Monroe on Tuesday July 14th 12 p.m. - 7p.m. and Saturday, July 18th 6 p.m. – 9 p.m. See attached maps.

SIDEWALK PERMITS

The use of the sidewalk on Washington at Main, William at Main, and Fourth at Liberty for portable toilets is requested. The sidewalk will not be closed, rather will be used for the designated services.

ACTIVITY AREAS

Community activities and audience amenities are designated on the attached maps.

Activities may include artist's booths, community organization booths, fair information booths, fair merchandise booths, concessions, radio remote broadcasting, fundraising activities, performance areas, children's activity area and demonstration areas.

The Guild will coordinate art fair activities in the Main Street area with the Main Street Area Association.

SIGNAGE

Permission to place temporary signage within the fair site is requested. Signs will identify activities and services, and provide directions, for the benefit of the audience.

T H E G U I L D O F A R T I S T S & A R T I S A N S

118 N. Fourth Avenue • Ann Arbor, MI 48104-1402

734.662.3382 • Fax: 734.662.0339 • guild@theguild.org • www.theguild.org

SOLID WASTE

The use of the streets on Washington at Main, Ashley at William, and on Maynard between Jefferson and William, for dumpsters is requested. The streets will not be closed rather will be used for the designated services.

The Guild requests ten dumpsters. Four dumpsters will be located on Washington Street East of Main Street, three dumpsters on the East side of Ashley at William, and three dumpsters on the west side of Maynard Street. The Guild is in communication with the Plant and Maintenance Department, The University of Michigan, concerning the dumpsters to be placed adjacent to University of Michigan property. The placement of the Maynard Street dumpsters will also be coordinated with the State Street Area Art Fair. A detailed map will be forwarded to the Solid Waste Department. Daily service of all dumpsters is requested.

We request cardboard waste receptacles and liners for use by the Ann Arbor Summer Art Fair. The provision of eight wheeled carts for waste transportation from the fair areas to the dumpsters or recycle centers is also requested.

The Summer Art Fair proposes several recycling centers for use by the artists and the audience. Locations are as follows: William and Main Streets (AATA stop); State and William Streets (shared with the State Street Area Art Fair); South University and State Streets (AATA stop); Liberty and Ashley; and Liberty and Fifth (shared with State Street Area Association). The Solid Waste Department will provide the container pickup. The Art Fairs Recycle program would include Art Fair Guides, cardboard, newspaper, cups, cans, and community education.

POLICE AND FIRE PROTECTION

We request adequate Police and Fire coverage for the State Street and Main and Liberty Street areas of the Fair site during the fair hours and overnight.

BARRICADES/PARKING AND UTILITIES

We request placement of barricades at the appropriate intersections and alleys, as noted on the attached maps.

We also request use of the electrical service on the light poles on Main Street.

As in the past, specific requests for meters to be bagged, and use of the small surface lot at the northeast corner of Main and William, will be coordinated through the Downtown Development Authority.

INSURANCE

Proof of Insurance will be provided.

The Guild of Artists & Artisans will continue to coordinate our Ann Arbor Summer Art Fair activities through the Mayor's Committee on Art Fairs. The locations and uses identified on the maps are tentative, but probable, at the time of this request. If the Council requests, updates will be provided.

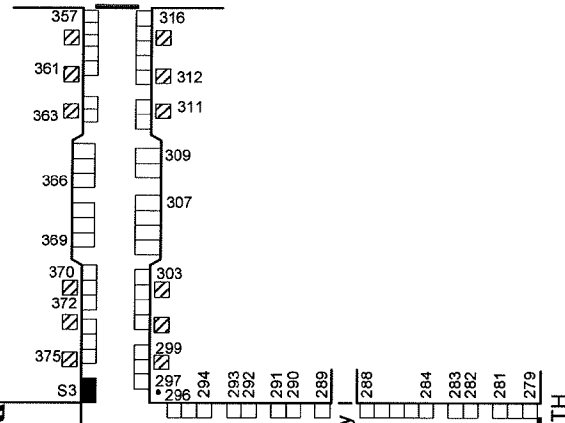
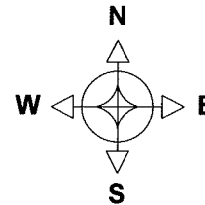
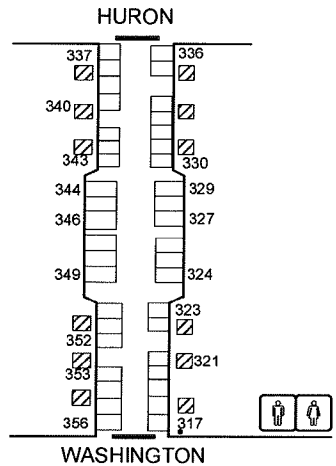
Thank you for your support of the 40th Annual Ann Arbor Summer Art Fair and for the excellent city services we receive.

Sincerely,

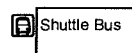
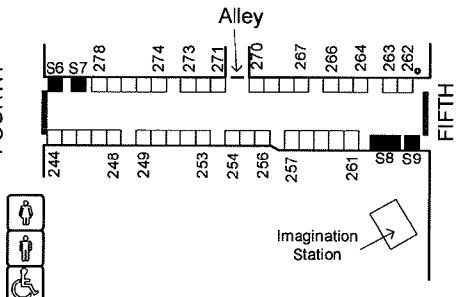
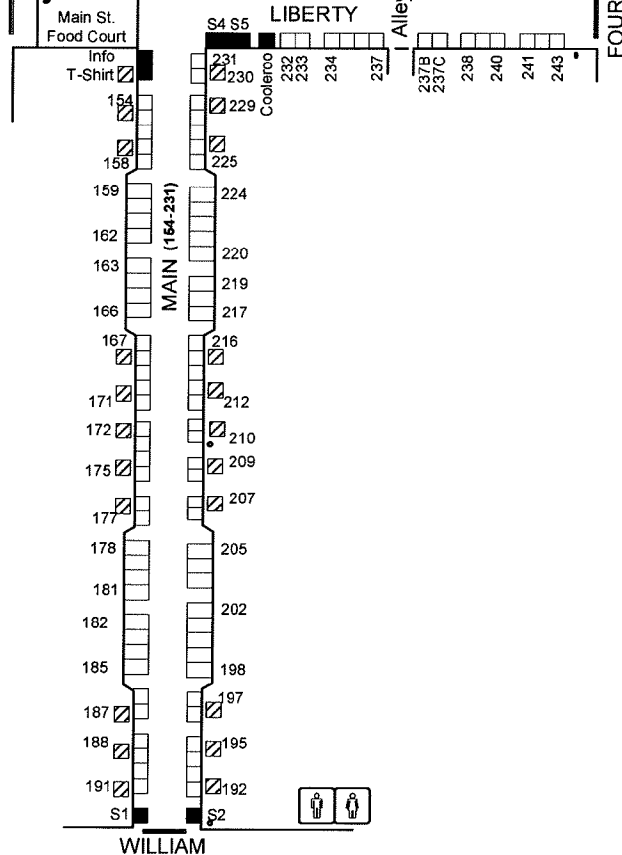
Alan M. Bogl, Jr.
Art Fair Operations Director

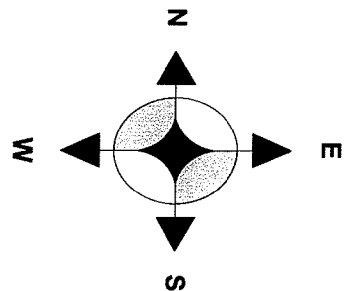
attachment: maps (3)

2009 MAIN STREET AREA MAP



ASHLEY ST ↑





STATE STREET AREA 2009

= Fire Hydrant

