



SPECIAL EVENT PERMIT

CITY OF ANN ARBOR

COMMUNITY SERVICES
100 North Fifth Avenue
Ann Arbor, MI 48104
Ph (734) 794-6000 x42199
Fax: (734) 994-8312

Taste of Ann Arbor

June 5, 2011

Event Contact:

Sandra Andrade, Main Street Area Association
PO Box 7596, Ann Arbor, MI 48107
Wk 734-668-7112 Cell 810-730-8853
Fax 734-668-7261
sandra@mainstreetannarbor.org

The Special Event Permit for this event is approved subject to the comments and conditions below for the date(s), time(s), purpose(s) and location(s) described in the attached Application. Street closings (if any) are approved per the attached Council Resolution. Separate permits and inspections for fireworks and/or tents may be required from the Fire Department (734-794-6961).

Fire Review: Approved.

Approved by: W. Farrackand 12/20/10

Police Review: Yearly Event. Street closure outlined in application. All barricades must be staffed to allow emergency vehicle access. Approved.

Approved by: Sgt L Sartori 12/23/10

Solid Waste: Approved.

Approved by: T McMurtrie 12/27/10

Transportation: \$25.00 administrative processing fee will be billed to Applicant. Approved.

Approved by: J. Brink 01/04/11

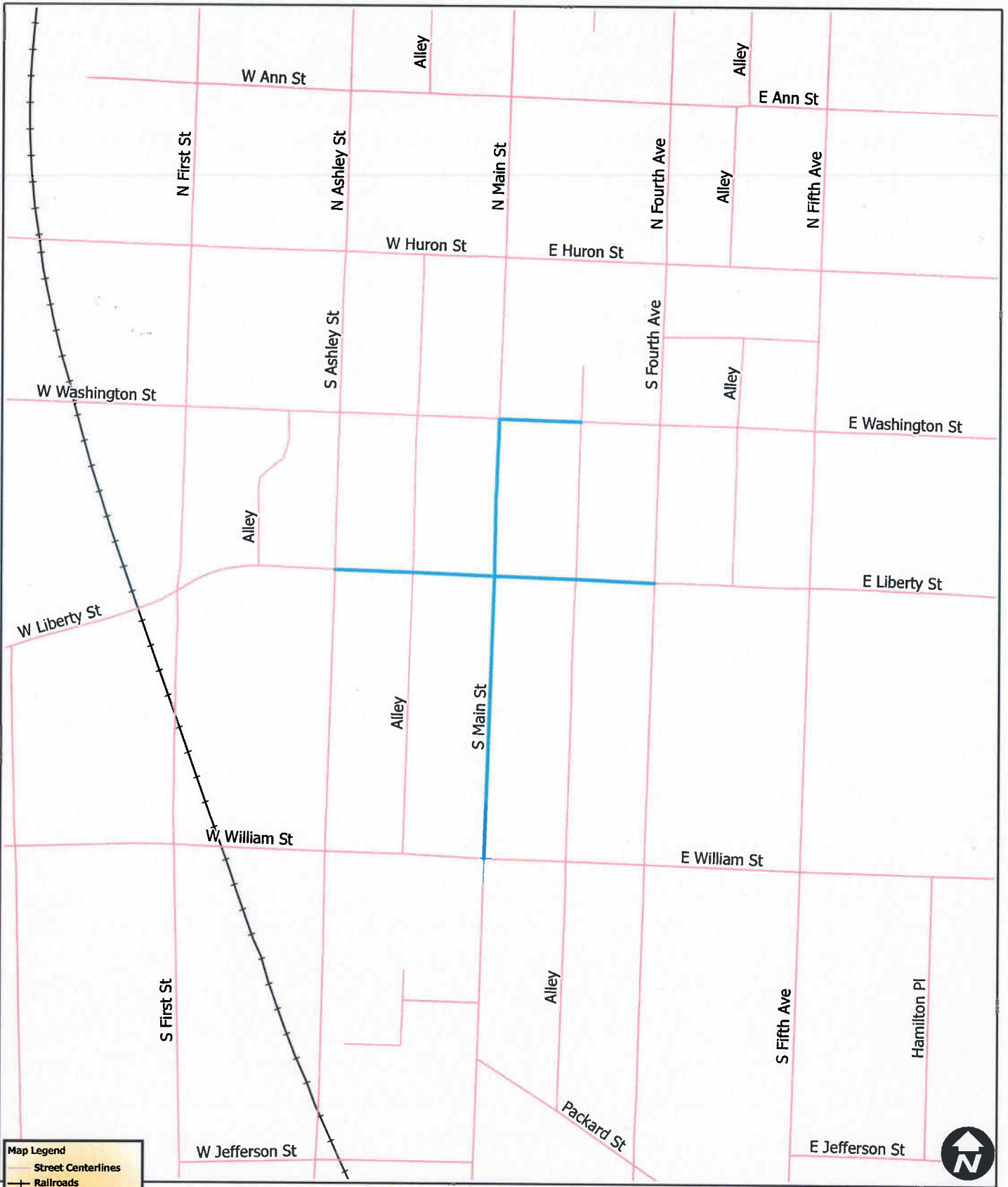
Special Events Coordinator Review: Approved subject to above comments and attached Council Resolution R-11-051, dated February 7, 2011. Please contact Chuck Fojtik at 734-794-6000 x43322 or cfojtik@a2gov.org to make arrangements for barricades. Applicant to reimburse the City for all event expenses.

Approved by: J Barber

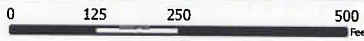

Special Events Coordinator

2-16-11
Date Issued

Taste of Ann Arbor & The Rest of the World



Map Legend	
	Street Centerlines
	Railroads
	Rivers and Streams
	Lakes and Ponds
	Schools
	Non City Open Spaces
	Parks
	University



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City of Ann Arbor

100 N. Fifth Avenue
Ann Arbor, MI 48104
<http://a2gov.legistar.com/Calendar.aspx>

Master

File Number: 11-0169

File ID: 11-0169	Type: Resolution	Status: Passed
Version: 1	Reference:	Controlling Body: City Council
* Requester: Community Services		File Created Date : 02/07/2011
* File Name: 2/7/11 Taste of Ann Arbor Street Closings		Final Action: 02/07/2011
Title: Resolution to Approve Street Closings for the 2011 "Taste of Ann Arbor" Special Event - Sunday, June 5, 2011		

Notes:

Agenda Date: 02/07/2011

Agenda Number: DS-14

Sponsors:

Enactment Date: 02/07/2011

Attachments: Taste of Ann Arbor Map.pdf

Enactment Number: R-11-051

Drafter/Contact: Jan Barber

Hearing Date:

*** Admin/Mgr:** Sumedh Bahl, Area Administrator

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	02/07/2011	Approved				Pass

Text of Legislative File 11-0169

Resolution to Approve Street Closings for the 2011 "Taste of Ann Arbor" Special Event - Sunday, June 5, 2011

Attached for your consideration is a resolution to approve the closing of certain streets on Sunday, June 5, 2011 from 8:00 A.M. to 6:00 P.M. to stage the 2011 "Taste of Ann Arbor" special event. This event, sponsored by the Main Street Area Association, is intended to celebrate the ethnic diversity of the community. The event will be a combination of ethnic food, entertainment and vending activities.

The event will require closing of the following streets from 8:00 A.M. to 6:00 P.M. on Sunday, June 5, 2011:

- E. Washington Street from S. Main Street to the alley
- S. Main Street from Washington Street to William Street

- Liberty Street from S. Ashley Street to S. Fourth Avenue

The sponsor agrees to obtain all necessary permits, to provide evidence of proper liability insurance as required, and to comply with all City regulations governing the use of the streets.

Notification of the street closings will be provided through the City's website.

The event has been coordinated with all relevant City service areas for the purposes of control and for the protection of the health and safety of the participants and the general public.

Prepared by: Jan Barber, Management Assistant
Reviewed by: Sumedh Bahl, Community Services Administrator

Whereas, The Main Street Area Association will be sponsoring the annual "Taste of Ann Arbor" special event on Sunday, June 5, 2011;

Whereas, It is necessary to close the following City streets from 8:00 A.M. to 6:00 P.M. to facilitate a successful event:

- E. Washington Street from S. Main Street to the alley
- S. Main Street from Washington Street to William Street
- Liberty Street from S. Ashley Street to S. Fourth Avenue.

Whereas, The street closures will be signed and barricaded by the Main Street Area Association and properly supervised by the sponsor;

Whereas, The sponsor will obtain all necessary permits and be responsible to comply with all procedures, rules and regulations and to pay all costs and fees required by the City to stage such an event;

Whereas, The Main Street Area Association agrees to defend and indemnify and save the City harmless against any claim arising from their sponsorship of this event; and

Whereas, Notification of the street closings will be provided through the City's website;

RESOLVED, That City Council authorize the closing of the following City streets on Sunday, June 5, 2011 for the "Taste of Ann Arbor" special event from 8:00 A.M. to 6:00 P.M.

- E. Washington Street from S. Main Street to the alley
- S. Main Street from Washington Street to William Street
- Liberty Street from S. Ashley Street to S. Fourth Avenue.



PLEASE RETURN TO:
 Community Services
 City of Ann Arbor, City Hall
 100 N Fifth Avenue, PO Box 8647
 Ann Arbor, MI 48107-8647
 Phone: (734) 794-6000 x42199
 Fax: (734) 994-8312

Date Received: 12-20-10

pd \$34-

NOTE:
 Applications must be submitted a **minimum** of **60 WORKING days (12 weeks)** in advance of the event.
 (Some Special Event Permits will Require City Council approval.)

APPLICATION FOR NON-COMPETITIVE SPECIAL EVENT PERMIT

(Permit Required for More Than 25 Participants Using City Streets
 OR More Than 50 Participants Using City Parks or Sidewalks)

Please print legibly in ink:

1. Event Name Taste of Ann Arbor
2. Event Day(s) and Date(s) June 5th, 2011
3. Setup Date and Time 8am / 3 hours Cleanup Date and Time 6pm / 1 hour
4. Event Start Time 11am Event End Time 5pm ~~XXXXXXXXXX~~
5. Street Closings Date and Time June 5th - 8am - 6pm
6. Applicant Name/Organization Sandra Andrade / Main Street Area Association
7. Address: PO Box 7596 A² State MI Zip 48107
8. Phone No(s) Office 734 668-7112 x26 Cell 810-730-8853 Home _____
9. Fax No 734-668-7261 Email sandra@mainstreetannarbor.org
10. Alternate Contact Name Maura Thomson
11. Address _____ State _____ Zip _____
12. Phone No(s) Office 668-7112 x22 Cell _____ Home _____
13. Fax No _____ Email _____
14. Sponsor Names _____
15. Event Web Page www.mainstreetannarbor.org
16. Estimated Number of Participants 5000+ Is there a limit on the number of participants? Yes No
17. Deadline for Entry _____
18. Will any part of the event (including staging) take place in a City park? Yes No
 If yes, name of park _____
19. Locations and quantity of refreshments for participants _____
20. Will this event generate significant additional refuse? Yes No If yes, attach plans for handling refuse.
21. Will this event generate loud noise such as PA announcing, band or amplified music? Yes No
 If yes, attach description and details including time and duration.

yes there will be one stage on the corner of Main & Liberty - there will be announcements & music between 11am & 5pm. (same as previous years)

22. Name and date of previous events staged by applicant in Ann Arbor. 2010 Taste/June 6

23. Do you plan to use City sidewalks? Yes No If yes, attach a description and map showing desired route to be taken.

24. Do you plan to use City streets? Yes No If yes, attach a description and map showing desired route to be taken.

25. Identify plans for protecting participants from vehicle traffic Barricades will be placed at street closure points

26. Number of marshals available to assist with traffic related to the event. All barricades will be staffed by 2 volunteers
Note: Competitive events must have official traffic enforcement personnel - the number will be determined by the Ann Arbor Police - costs to be charged to the applicant.

27. Estimated number of police officers needed. 0

28. Do you need electrical service? Yes No

29. Do you need water service? Yes No

30. Will food be served? Yes No

31. Will food be sold? Yes No

32. Will alcoholic beverages be served? Yes No

33. Will alcoholic beverages be sold? Yes No

34. Will you require a temporary liquor license for your event? Yes No

35. Will your event include a tent or canopy? Yes No

If yes, please indicate the size(s) and location(s): 8x10 tents - see map

36. Will your event include fire or open flame? Yes No

If yes, please provide location and description: _____


37. The following **MUST** be attached to this Application

- \$34.00 non-refundable special event permit application fee.
- A detailed map showing the event location, aid stations, tent locations, streets to be closed, and intersections where traffic must be stopped. Street names must be visible.
- The proposed advertising announcement, detailed itinerary and application form for the event.

➤ An insurance certificate indicating coverage complying with the Administrator's regulations must be submitted and approved before the Special Event Permit can be issued.

The applicant hereby applies for a Competitive/Special Event Permit for the event described above and on the attachment(s). The applicant agrees to hold harmless, indemnify and defend the City of Ann Arbor, its officers and employees from any liability that may arise out of the event. The applicant agrees to require all participants to execute a form approved by the City Attorney acknowledging the hazards of the event and assuming responsibility for injury caused by such hazards. The applicant agrees to comply with all City ordinances and regulations in connection with the event and to pay the City for its costs in connection with the staging of the event.

Applicant's Name (Print Full Legal Name) Sandra Andrade

Signature 

Date Dec 17th - 2010

20. The Main Street Area Association works with the city's solid waste department in securing cardboard waste receptacles and dumpsters for this event. In addition, an experienced waste management service is hired to manage all trash on the day of the event.



CERTIFICATE OF LIABILITY INSURANCE

OP IDaz

DATE (MM/DD/YYYY)

12/13/10

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Ufer & Company, a member of Kapnick Insurance Group PO Box 1801 Adrian MI 49221 Phone: 734-668-4166 Fax: 734-668-6382	CONTACT NAME:		
	PHONE (AC, No, Ext):	FAX (AC, No):	
E-MAIL ADDRESS:			
PRODUCER CUSTOMER ID #: MAINS-4			
INSURED Main Street Area Assn. P O Box 7596 Ann Arbor MI 48107	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Citizens Insurance Company		
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
✓ A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	X		Z7H8553856	01/01/11	01/01/12	EACH OCCURRENCE \$ 1000000
	<input type="checkbox"/> DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100000 <input type="checkbox"/> MED EXP (Any one person) \$ 5000 <input type="checkbox"/> PERSONAL & ADV INJURY \$ 1000000 <input type="checkbox"/> GENERAL AGGREGATE \$ 2000000 <input type="checkbox"/> PRODUCTS - COMP/OP AGG \$ 2000000						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DEDUCTIBLE \$ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in MI) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N					<input type="checkbox"/> W/C STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Taste of Ann Arbor June 5, 2011 ✓
 The City of Ann Arbor is listed as additional insured for general liability ✓
 re form CG2026 (07/04). This is a one page document.

CERTIFICATE HOLDER**CANCELLATION**

City of Ann Arbor ✓
 100 North Fifth Avenue
 Ann Arbor MI 48107

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

James A. Kapnick

..... rved.

MAIN STREET AREA
ASSOCIATION

Renewal of Z7H 8553856 02

UFER & CO. INS. AGY, INC.

General Liability of Additional Interest

Location: 1

Designated Person/Org CG2026

City of Ann Arbor
100 North Fifth Ave
Ann Arbor, MI 48107