

STREET CLOSING PERMIT APPLICATION

CONCERNING THE USE OF STREETS AND PUBLIC RIGHT-OF-WAY FOR STREET FAIRS, FESTIVALS, CARNIVALS, AND OTHER PUBLIC EVENTS

EVENT: Kidney Kare 5K Run/Walk

EVENT SPONSOR: UNC Kidney Center

IS THE SPONSOR A:  NON-PROFIT  FOR PROFIT  OTHER: \_\_\_\_\_

ANY OTHER INFORMATION ABOUT SPONSOR OR EVENT: All net proceeds benefit the UNC Kidney Center's Kidney Education Outreach Program (KEOP) and Carolina Kidney Kids for Pediatric Nephrology. The KEOP has screened more than 5000 North Carolina citizens in the past 8 years. Screening and awareness for kidney disease is incredibly important because kidney disease does not show symptoms. In a lot of cases, the damage is done before an individual knows they have kidney disease.

EVENT COORDINATOR INFO:

NAME: Suzie Hosman  
ADDRESS: 6006 Burnett Womack Bldg, CB #7156 Chapel Hill, NC 27516  
TELEPHONE NUMBER: 919-445-2640

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE: March 14, 2015 Time Period: From: 8:20AM  
RAIN DATE: event will take place rain or shine To: 9:45AM

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT: 400-500

ARE ANY SPECIFIC SERVICES REQUESTED OF THE TOWN? YES  NO   
(traffic control may be required, and event organizers may be required to reimburse the Town for any related expenses):

If YES, specify

Police officer stationed at the Hillsborough entrance to McDougle. We will need signs and cones from Public Works.

ATTACH A SKETCH SHOWING:

- *Area where event is to take place*
- *Any streets to be closed or obstructed*
- *Any barriers or traffic control devices to be erected*
- *Location of any concession stand, booth or other temporary structures*
- *Location of proposed fences stands, platforms, stages, benches or bleachers*

OTHER INFORMATION: Map attached

INSURANCE INFORMATION: Event will be USATF sanctioned. A copy of the insurance certificate will be provided prior to the event.

## **NOTIFICATION OF CENTRAL COMMUNICATIONS (911):**

*The APPLICANT is responsible for notifying Central Communications (911):*

- *at least five (5) days in advance of the event in writing (Orange County EMS, Post Office Box 8181, Hillsborough, NC 27278)*
- *on the day of the closing, prior to the actual closing of the street (dialing 911)*
- *on the day of the closing, when the street is re-opened (dialing 911)*

## **NOTIFICATION OF THE PUBLIC:**

A public hearing is required for all street closing permit applications and the applicant must speak with the Public Works Department about requesting this public hearing. The public must be notified by a formal advertisement in a local newspaper. The Public Works Department *will submit* the advertisement copy to the newspaper. **However, the applicant will be responsible for reimbursing the Town for the full cost of the advertisement.**

Any other notification of the public of this event will be the Applicant's responsibility.

## **NOTIFICATION OF ABUTTING PROPERTY OWNERS:**

The **APPLICANT** is responsible for notifying all abutting property owners of the Public Hearing. Such notification must be accomplished at least seven days prior to the Public Hearing. The notification must include:

- the DATE, TIME and LOCATION of the proposed street closing; and
- the DATE, TIME and LOCATION of the Public Hearing as well as the subject matter of this Public Hearing

The Public Works Department must receive in writing from the APPLICANT the following at least five days prior to the Public Hearing:

names of all property owners notified

copy of the notification

method used to notify these property owners (mail or hand delivery)

**CLEAN-UP TIME TABLE:**      **All participants should be off the course by 10AM. Clean up should be complete by 10:30AM**

**FEES:**      **\$ 60.00 application fee plus 100% of the cost of the Public Hearing advertisement**  
Application fee must accompany the submittal of this application