

STREET CLOSING PERMIT APPLICATION

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

EVENT: Four on the Fourth Road Race

EVENT SPONSOR: Cardinal Track Club

IS THE SPONSOR A: ☒ NON-PROFIT ☐ FOR PROFIT ☐ OTHER: _____

ANY OTHER INFORMATION ABOUT SPONSOR OR EVENT: Event is same as
previous 5 years.

EVENT COORDINATOR INFO:

NAME: Kristen Pate
ADDRESS: PO Box 1088, Carrboro, NC 27510
TELEPHONE NUMBER: 912-596-7109 (cell)

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE: 7/4/2015 Time Period: From: 7:45 AM
RAIN DATE: none To: 10 AM

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT: 900

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 - Traffic control along course
PW - Traffic cones

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: _____

INSURANCE INFORMATION: National Casualty Company 11991

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 Town Clerk 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 (an estimated \$30-\$40).**

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:

Same Day

FEES: **\$ 85.00 application fee plus 100% of the cost of the Public Hearing advertisement**
Application fee must accompany the submittal of this application

STREET CLOSING PERMIT APPLICATION

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

EVENT:

Carrboro 10K

EVENT SPONSOR:

Cardinal Track Club

IS THE SPONSOR A:



NON-PROFIT

☐ FOR PROFIT

☐ OTHER:

ANY OTHER INFORMATION ABOUT SPONSOR OR EVENT:

same as previous years.

EVENT COORDINATOR INFO:

NAME:

Kristen Pate

ADDRESS:

P.O. Box 1088, Carrboro, NC 27510

TELEPHONE NUMBER:

919-596-7109

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE:

10/3/15

Time Period:

From:

7:45 AM

RAIN DATE:

none

To:

10 AM

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT:

600

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 - Traffic control

PW - cones

ATTACH A SKETCH SHOWING:

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OTHER INFORMATION:

INSURANCE INFORMATION:

Nat'l Casualty Company 11991

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EVENT:

Gallop + Gorge Road Race

EVENT SPONSOR:

Cardinal Track Club

IS THE SPONSOR A:



NON-PROFIT



FOR PROFIT



OTHER:

ANY OTHER INFORMATION ABOUT SPONSOR OR EVENT:

Same as last year.
new course 2014

EVENT COORDINATOR INFO:

NAME:

Kristen Pate

ADDRESS:

PO Box 1088, Carrboro, NC 27510

TELEPHONE NUMBER:

919-596-7109

PROPOSED DATE AND TIME PERIOD PROPOSED FOR CLOSING:

DATE:

11/26/2015

Time Period:

From:

7:45 am

RAIN DATE:

none

To:

10 am

APPROXIMATE NUMBER OF PERSONS EXPECTED TO ATTEND THE EVENT:

1500

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 - Traffic control

PW - cones

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