

SUMMARY REPORT TO MANAGER
for City Council Meeting of September 12, 2005

SUBJECT: REQUEST FOR STREET CLOSURE AND DIRECTIONAL SIGNAGE IN PUBLIC RIGHT OF WAY

RESOLUTION SUMMARY: This resolution approves the request from the Northwood University International Auto Show organizer to close Northwood Drive during the auto show and to use the public right of way to display directional signage and authorizes the Administrative Staff to approve future requests if conducted in substantially the same manner.

ITEMS ATTACHED:

- 1. Letter of transmittal
- 2. Letter of request
- 3. Resolution

COUNCIL ACTION:

- 1. 3/5 vote required to approve resolution

Jack Duso
Assistant City Manager
September 8, 2005



City Hall • 333 West Ellsworth Street • Midland, Michigan 48640-5132 • 989.837.3300 • 989.835.2717 Fax • www.midland-mi.org

September 8, 2005

Honorable Mayor and City Council
City of Midland
Michigan

Dear Councilmen:

Attached please find a request from the Northwood University International Auto Show organizer seeking permission to close Northwood Drive during the auto show and to use the public right of way to display directional signage. The Administrative Staff has reviewed the request and recommends approval subject to the following conditions:

- John Wegner of the Building Department must be contacted at 837-3390 to ensure that placement of the directional sign does not obstruct the vision of pedestrians and motorists.
- The sign must be removed at the conclusion of the event.
- The Engineering Department will issue a Traffic Control Order for the street closure.

Attached for your consideration is a resolution which will grant approval of the request. The resolution also grants authority to the Administrative Staff to approve future requests if conducted in substantially the same manner.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Jack Duse
Assistant City Manager

JED:ker



NORTHWOOD UNIVERSITY INTERNATIONAL AUTO SHOW

September 6, 2005

Mr. Jon J. Lynch
Assistant City Manager
333 West Ellsworth
Midland, MI 48640

RECEIVED

SEP - 6 2005

PLANNING DEPT.

Dear Mr. Lynch:

This letter is to request the closure of Northwood Drive for the 42nd Northwood University International Auto Show. We would like to close Northwood Drive during the hours of show on the following dates and times:

Friday, September 30, 2005

12:00 PM to 6:00 PM

Saturday, October 1, 2005

8:00 AM to 6:00 PM

Sunday, October 2, 2005

9:00 AM to 5:00 PM

If approved, we will close the road using wooden or plastic barricades. These barricades will be manned by our event staff at all times and will be easily moved by the staff in the event emergency vehicles such as fire trucks or ambulances need to pass onto campus.

At this time, I would also like to request the use of city "right of way" areas to display signage directing our guests to the show. The sign is similar to those used during election season. It is held in place with two small metal stakes. The sign is made out of corrugated plastic. The dimensions of the said sign will be 24" x 24". We would like to place the sign at the intersection of Cook and Main. The sign would be displayed continuously for the three days of the show Friday, September 30th - Sunday, October 2, 2005.

Please contact me with questions or concerns.

Sincerely,

J.D. Brostrom
Guest Relations Chair
42nd Annual Northwood University International Auto Show
(989) 430-3452





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BY COUNCILMAN

RESOLVED, that the request from the Northwood University International Auto Show organizer to close Northwood Drive during the auto show and to use the public right of way to display directional signage, is hereby approved subject to the following conditions:

- John Wegner of the Building Department must be contacted at 837-3390 to ensure that placement of the directional sign does not obstruct the vision of pedestrians and motorists.
- The sign must be removed at the conclusion of the event.
- The Engineering Department will issue a Traffic Control Order for the street closure.

;and

RESOLVED FURTHER, that the Administrative Staff is hereby authorized to approve future requests if conducted in substantially the same manner.

YEAS:

NAYS:

ABSENT:

I, Selina Tisdale, City Clerk, City of Midland, Counties of Bay and Midland, State of Michigan, do hereby certify that the foregoing is a true and correct copy of a resolution adopted by a yea vote of all the Councilmen present at a regular meeting of the City Council held Monday, September 12, 2005.

Selina Tisdale, City Clerk

t:nuautoshow