



MONROVIA OLD TOWN ADVISORY BOARD AGENDA REPORT



DEPARTMENT: Public Services

MEETING DATE: June 12, 2018

PREPARED BY: Tina Cherry, Director

AGENDA LOCATION: AR-2

TITLE: Copper Still Grill July 4th Event and Alley Closure Request

BACKGROUND: Copper Still Grill contacted City Staff to discuss the possibility of hosting a 4th of July celebration from 3:00 – 9:00 p.m. on Wednesday, July 4, 2018. The event would include a live band, a BBQ / Smoker, and tables for dining. Due to the event being held within the Business Improvement District, Staff believed it would be appropriate to notify MOTAB and gather feedback as it relates to the overall event and proposed conditions.

ANALYSIS: Copper Still Grill is interested in hosting a 4th of July celebration from 3:00 – 9:00 p.m. on Wednesday, July 4, 2018. The proposed event will require the closure of an access to a portion of a public parking lot. It should be noted however, the only parking that will be impacted includes three private parking spaces behind 610 South Myrtle. The application has been reviewed by City staff and staff is recommending the following conditions.

1. All businesses serviced by the impacted parking lot must agree to the event by signing a petition drafted and routed by Copper Still Grill.
2. All barricades must be provided and installed by Copper Still Grill.
3. All power shall be provided by Copper Still Grill.
4. A certificate of insurance, listing the City as additionally insured shall be provided by Copper Still Grill and on file with the City.
5. The special event activities shall be conducted in such a manner as to not be disruptive to neighboring businesses.
6. Suspension or revocation of the permit may occur for violation of any conditions of approval or if staff determine that unsafe conditions exist.

Staff has provided an aerial view outlining the impacted area. In addition, the staff report includes Attachment A, which contains the Special Event Permit / Conditions of Approval, a copy of the draft petition, and an aerial map of the proposed event submitted by Copper Still Grill.

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OPTIONS: Staff has provided the following options for consideration:

1. Recommend approval Copper Still Grill July 4th Event and Alley Closure Request, along with the proposed conditions.
2. Take no action and request additional information from staff.

STAFF RECOMMENDATION: Staff recommends the Board approve Option No. 1, recommend approval Copper Still Grill July 4th Event and Alley Closure Request, along with the proposed conditions.

MOTION: If the Board concurs, the appropriate action is a motion to recommend approval Copper Still Grill July 4th Event and Alley Closure Request, along with the proposed conditions.