



CITY OF BERKELEY

MEMORANDUM

TO: CITY MANAGER

DATE: 7/27/11

Bay to Barkers 2011

Date: July 31, 2011

Event Time: 12 PM-4 PM

Location: Golden Gate Fields- North Parking Lot

Event Description: Major Fundraiser for the Berkeley-East Bay Humane Society. This is a family and community event to bring together people who care about their pets and help BEBHS with their quest to find homes for homeless animals. The event includes a dog walk where guests raise money for participating in the walk with their dog. After the walk, guests have fun playing games, eating lunch and taking photos with their dogs at the festival. Vendors will sell animal related products and services.

Timeline of the day:

8 AM- 12 PM: Set up

12 PM-1 PM: Registration for dog walk and festival. Guests begin to arrive.

1 PM: Welcome participants and vendors. Dog walk. The 1 mile walk usually lasts about 20-30 minutes and there are generally 200-300 walkers.

1:30 PM-4:00 PM: Lunch served (included in entrance fee.) Food will be catered or provided by a food truck. Festival commences. There will be face painting and other activities for children, as well as a few pet photographers, and other pet-related activities. We will have an award ceremony to recognize the Lead Dog winner, as well as the individuals who raised the most money.

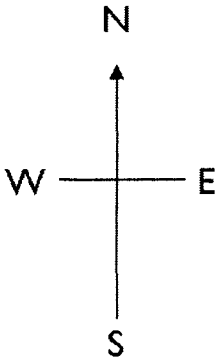
4:00 PM- 6:00 PM: Break down and clean up. Parking: At Golden Gate Fields north parking lot

Booths: 40-50 10 x 10 pop up tents.

Sound/Set Up: PA system. Speakers pointed toward water, used for announcements and ipod music.

We rent port-a-potties that will be located on the event premises. We'll also have trash and recycling bins that we'll haul out during clean up.

San Francisco Bay

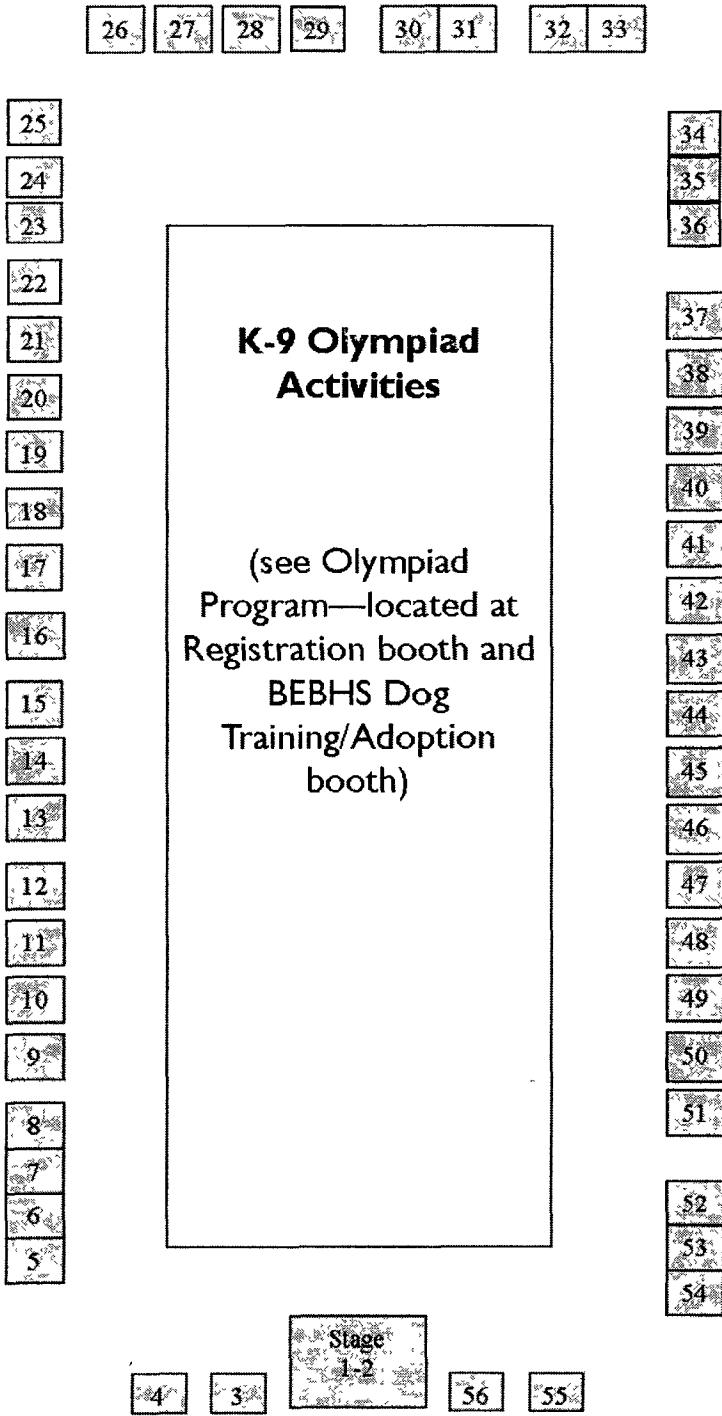


Rally Event

Restrooms

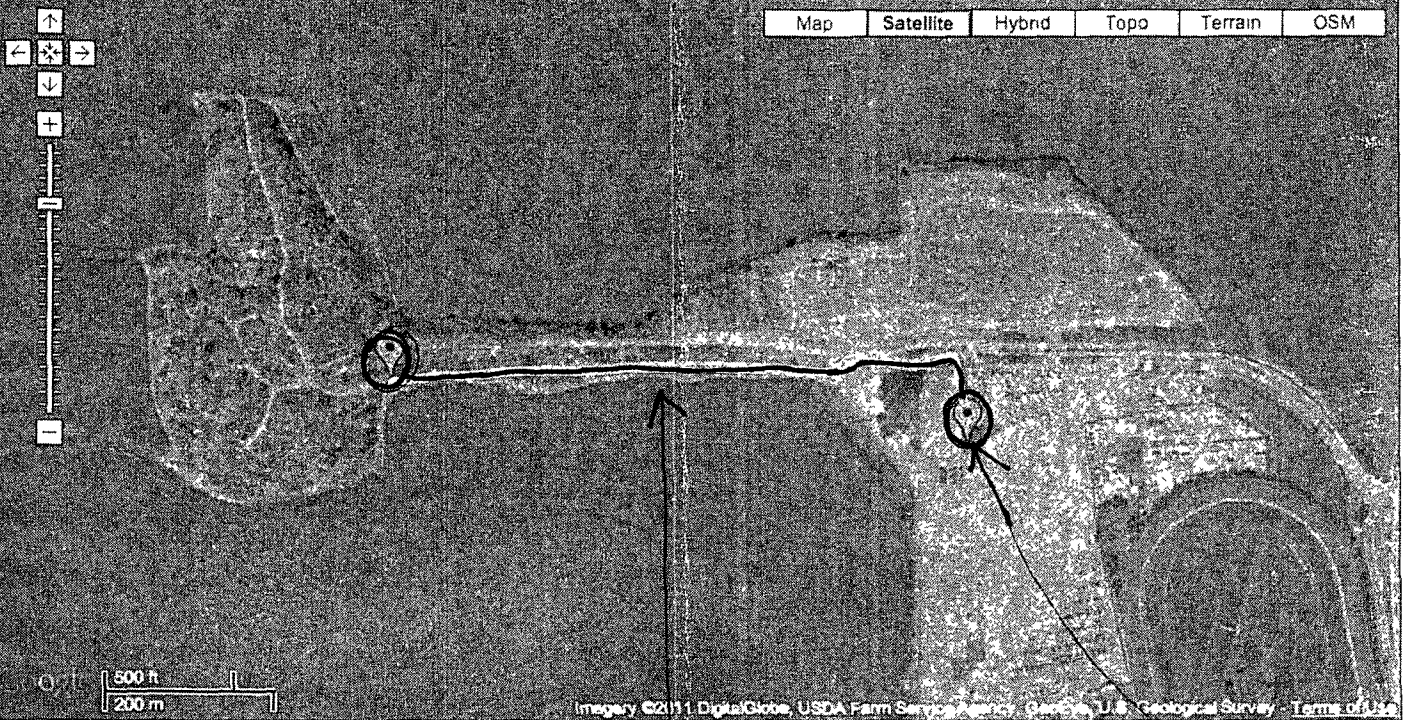
Off of 1580/180 Exits

Parking



2011 will be the same set up as last year
Bay to Barkers 2010 Site Map of Booths
Golden Gate Fields (North Parking Lot)

Click here to return to the main window when printing is complete



Dog walk route

Dog walk Route

Festival location

1-DAY DEALS IN YOUR NEIGHBORHOOD



City of Albany



ENCROACHMENT PERMIT TEMPORARY STORAGE OR RESERVED PARKING WITHIN CITY RIGHT OF WAY

PERMIT NO. _____

ADDRESS: Berkeley - East Bay Humane Society, 2700 9th St, Berkeley, 94711

NAME	ADDRESS	Phone No Normal/Emergency	Business Lic No Workers Comp No
Applicant Organization	N/A	N/A	N/A
→ Organization Representative. <u>Ashley Hurd</u>		<u>415 686 3516</u>	
Engineer / Architect N/A	N/A	N/A	N/A
Contractor N/A	N/A	N/A	N/A

TYPE OF WORK

- Sidewalk Curb & Gutter Sewer Street Tree
 Utility Co Permanent Structure Other non profit fundraiser

DESCRIPTION OF ACTIVITY

→ 1 mile dog walk fundraiser

REQUIRED CONDITIONS

- All work shall be in accordance with the attached standard conditions.
- No refund after 120 days or work begins, 70% of fee refundable within 120 days provided no work has begun
- Permanent structures require City Council approval (City Code 14-2)
- CALL USA 1-800-227-2600 before excavating
- Call for Final Inspection and Sign-Off 48 hr. in advance at (510) 528-5760 (510) 524-9543 N/A
- Special Conditions may be imposed following City review and prior to issuance of this permit

→ Applicant's Signature: K. S. O'Donnell Date: 4/20/11

STAFF USE ONLY	
Permit Fee Computation	
Total construction cost subject to fee:	
New construction at 8% of construction cost	
In-Lieu slurry seal fee (when street is out)	
Minimum fee per schedule (if greater than % fee)	
Total Fee due (transfer to fee schedule from) (Utilities to be billed, copy of permit to Finance)	
Special Conditions: Applicant must maintain ADA-mandated sidewalk passage at all times; activities may not interfere with traffic	
Issued by: _____	Date: _____
Permit Expiration Date: _____ (not to exceed 180 days from date issued)	
Final Sign Off by: _____	Date: _____

City of Albany

SPECIAL PROVISIONS FOR ENCROACHMENT PERMIT FOR PERMANENT IMPROVEMENT IN CITY RIGHT-OF-WAY

Permit # _____

→ **ACTIVITY ADDRESS** N. GGF parking lot to Albany Bulb (see attached map)

This APPLICATION MUST BE ACCOMPANIED by the DATA and PLANS indicated below

- Description of Job
- APPROVED Construction Plans and/or Documents
- An Engineer's Estimate of the value of all public improvements and utility services within the public right-of-way
- A Soils Report prepared by a Registered Civil Engineer
- Others Specify _____

ALL FEES SHALL BE PAID AND DEPOSITS MADE PRIOR TO THE ISSUANCE OF THIS PERMIT except Utility Companies Utility Companies will be invoiced

Standards/Specification

The following conditions and provisions of the Albany Municipal Code apply to this permit All work shall be in accordance with City Standard Specifications and Drawings

Commencement of Work

The permittee shall begin the work or use authorized by a permit issued pursuant to this chapter within ninety (90) days from the date of the issuance unless a different period is stated in the permit, or an extension of time is granted by the Director of Community Development * Environmental Resources If the work or use is not begun accordingly, the permit shall become void

INSPECTION

In general, inspection producers and requirements shall be as established by the Director of Community Development & Environmental Resources Unless specifically exempted by the City Code, no encroachment work shall take place without inspection by the Director of Community Development & Environmental Resources or his/her authorized agent Inspections by the City must be requested at least TWENTY-FOUR (24) HOURS (excluding weekends) IN ADVANCE of the work to be performed No work shall be performed on weekends without PRIOR AUTHORIZATION of the Director of Community Development & Environmental Resources

DISPLAY OF PERMIT

The permittee shall keep a copy of this permit at the site of the work, or in the cab of a vehicle when movement on a public street is involved The permit shall be shown to any authorized representative of the Director of Community Development & Environmental Resources or Law Enforcement Officer on demand

ACCEPTANCE OF PERMIT BY APPLICANT

Acceptance by the applicant of the permit shall be conclusive evidence of the reasonableness of the terms imposed and shall constitute a waiver of any right to legislative determination thereof

NON-ASSIGNMENT OF PERMIT

Permits shall only be issued only to the person making application and may not be assigned to another person by the permittee If any permittee assigns his permit to another, the permit will be revoked

CHANGES IN PERMIT AND WORK

No work may be made in the location, dimensions, character, or duration of the encroachment or use as granted by the permit except upon written authorization of the Director of Community Development & Environmental Resources

City of Albany

EXCAVATION OF PAVED STREETS

No excavations shall be permitted within the paved area of the public streets unless the applicant can prove to the satisfaction of the Director of Community Development & Environmental Resources that the following conditions exist

- 1 Boring of the utility is not feasible, and
- 2 No reasonable alternative utility arrangement is available outside the paved street area, and
- 3 The cut area and an adjacent area shall be resurfaced as approved by the Director of Community Development & Environmental Resources. The limits of resurfacing shall be as determined by the Director of Community Development & Environmental Resources to insure the excavating area blends visually with the surrounding area. The applicant shall be responsible for the replacement of any and all obliterated or removed pavement markers or striping

REVOCAION OF PERMIT

This encroachment permit may be revoked at any time at the option of the Director of Community Development & Environmental Resources, whenever.

- 1 It appears that continuing allowance of the permitted work, whether because of changed conditions or otherwise, interferes with full, adequate or safe public use of the right-of-way involved, or
2. The permittee fails to comply with or violates any city ordinance, city standard, safety regulations, or any condition of the issuance of the permit

Upon revocation of the permit, the permittee shall immediately restore the public right-of-way to a condition as required by the Director of Community Development & Environmental Resources. If the restoration is not completed within the time specified by the Director of Community Development & Environmental Resources, the City may take any and all necessary action so required to restore the right-of-way. Any and all costs incurred by the City will be deducted from any deposits posted by the permittee and if necessary recovered by legal action.

HOURS OF WORK

No work shall commence prior to 8 00AM and no work shall be conducted after 6 00PM Monday through Saturday and before 10 00AM or after 6 00PM on Sundays and Holidays

COMPLETION OF WORK

The permittee must complete the work or use authorized by a permit issued pursuant to this chapter within the time specified in the permit. If at any time the Director of Community Development & Environmental Resources finds that the delay in the prosecution or completion of the work or use authorized is due to lack of diligence on the part of the permittee, the permit may be revoked.

PERMITTEE LIABILITY

The permittee shall agree to hold the City, its officers, and employees harmless from any and all liability, claims, suits, or actions for any and all damages alleged to have been suffered by any person or property by reason of the permittee's installation, operation, maintenance or removal of the encroachment.

BY MY SIGNATURE HEREUNDER, I state that I have read and understood the above conditions and agree to comply therewith. I hereby attest that I am either the owner of the property or duly authorized agent of the applicant.

→ APPLICANT'S SIGNATURE K.S. O'Donnell Date 4/20/11

→ NAME (print) Katherine S O'Donnell Organization Berkeley-East Bay Humane Society

City of Albany

ENVIRONMENTAL PROTECTION STATEMENT OF RESPONSIBILITY FOR DISCHARGE & DAMAGE

I PURPOSE

This statement is to provide notice to property owners, contractors, and others of the responsibility for compliance with Albany Municipal Code (AMC) as it relates to protection of public trees and waterways

Public Trees Damage to street trees or other trees locate on public property is considered damage to public property Damage to trees includes, but is not limited to cutting any amount of trees roots, ripping or tearing of branches, and peeling, tearing, or scarring of tree bark Damage may cause death and/or a dangerous condition by destabilizing the tree Restoring a tree is a priority to the City of Albany

Waterways The City's storm water runoff system conveys rain water directly to the San Francisco Bay through a network of surface flows, underground pipes, and creek channels Materials discharged to a sidewalk, street gutter, storm drain or creek can cause creeks and the Bay to become polluted Any material other than rain water is considered an illicit discharge under the Federal Clean Water Act Examples of illicit discharge include concrete wash water, stucco wash water, paint warm water, chemicals, and runoff from stockpiled materials such as dirt aggregate, soil products, and other construction materials

II RESPONSIBILITY FOR DAMAGE TO PUBLIC TREES AND/OR ILLICIT DISCHARGE TO WATERWAYS

Public Trees Pursuant to Albany Municipal Code Section 14-1 2., it is unlawful to cause damage to public property When a public tree is damaged the cost of the damage and the value of the tree will be calculated by a certified arborist in accordance with International Society of Arboriculture Standards Because valuable resources such as time, energy and money are invested in trees over many years, the calculated value of a tree can be high The party damaging the tree is liable for all costs associated with the loss of the tree and the repair or replacement of the tree

Waterways Pursuant to Albany Municipal Code Section 15 4, it is unlawful to discharge materials (liquid or solid) to a sidewalk, street, gutter, storm drain or creek An illicit discharge is defined as "any discharge to the City storm drain system that is not composed entirely of storm water ". The contractor and/or property owner is responsible for all fines and costs associated with the illicit discharge

III. CERTIFICATION OF COMPLIANCE

I understand that as the applicant I am responsible for any damaged to public trees and/or all illicit discharges resulting from this project and that I am responsible for all fees and fines as a result or non-compliance

→ K. S. O'Donnell
Permittee (Organization Representative)

4/20/11
Date

→ Berkeley-East Bay Humane Society
Organization Name

N/A
Date

→ Address of Activity The Bulb near Golden Gate Field

CITY OF ALBANY

Golden Gate Fields SPECIAL EVENT APPLICATION

Name of event Bay to Barkers

Dates of event: July 31, 2011

Daily start time: 12 PM Daily closing time: 4 PM

Set up begins: 8 AM Take-down ends: 6 PM

Name/phone number of contact person

Offsite/prior to event: Ashley Hurd, 415 686 3516

On-site/during event: Ashley Hurd, 415 686 3516

Describe the event: A dog walk and festival, with

arts/crafts for kids & dogs, booths hosted by

community groups & pet supply companies

Describe the types of attendees expected (dealers, sales people, etc.)

Dog/Animal owners / lovers

How many attendees are expected? 500

How many and what type of vendors are expected? 40-50

Pet supply vendors

Description of tents, trailers, etc., to be used, indicating number and size.

(Example: 3 tents 10x10, 4 tents 20x20, 1 tent 40x50)

40-50 10x10 tents

You must attach 1) a site plan; 2) certificates of flame resistance for EACH tent to be used.

The Fire Department will review the plans and will conduct a site inspection. Contact the Fire Prevention Bureau at (510) 528-5775 for Code requirements.

Will food/drink be sold on site? No If yes, please inform Community Development staff, as a special permit may be required. Food & drink will be provided with entrance fee.

If yes: Will alcoholic beverages be served? ~~Yes~~ No

Will the event include live music? Yes ~~No~~ If yes, at what times (hours)? 12-4 (ipod music)

Will security be provided for the event? Yes No

If yes: Number of security officers: _____

Name of security service: _____

Phone number of security service: _____

Security service contact name for event: _____

Applicant name _____

Applicant signature K. J. O'Annell Date 7/20/11

Name of Event: _____
Event Date(s): _____

Staff Use Only			
APPROVALS:			
_____	_____	Tent Fee:	_____
Community Development Department	Date		
_____	_____	Fire Plan Check Fee:	_____
Fire Department	Date		
_____	_____	Fire Inspection Fee:	_____
Police Department	Date		
_____	_____	Business License Fee:	_____
Finance Department	Date		
		Total Fees:	_____
Fire Inspection Completed: _____ Date: _____			
Fire Prevention Bureau (Albany Fire Dept)			