

**CITY OF ALBANY
CITY COUNCIL AGENDA
STAFF REPORT**

Agenda date: January 17, 2012
Reviewed by: BP

SUBJECT: Request for Temporary Street Closure of a Portion of Masonic Avenue in front of the Albany Preschool and the adjacent Albany Senior Center for Albany Preschool 75th Anniversary Celebration, Sunday, May 20, 2012, Noon to 5 p.m.

FROM: Jeff Bond, Community Development Director

STAFF RECOMMENDATION

Authorize staff to approve an encroachment permit allowing the temporary closure of a portion of a block of Masonic Avenue, from Solano Avenue north to 846 Masonic Avenue, for the Albany Preschool 75th Anniversary Celebration

BACKGROUND

The Albany Master Fee Schedule requires Encroachment Permits for any work or activity that occurs within the public right-of-way. A specific reference in the Master Fee Schedule states that “*Group permits for special activities in City r-o-w, (Solano Stroll, etc.) Note: Permit requires Council approval.*”

DISCUSSION

Mari Joy Knott, on behalf of the Preschool, has submitted the attached encroachment application (Attachment 1). The anniversary event is expected to have 250 guests for activities, including entertainment and a special ceremony. Approximately 300 feet of Masonic, from Solano north past the Senior Center, is proposed to be closed from noon to 5:00 p.m. The Preschool will be renting the Senior Center for the day as part of the event, and therefore, there should not any operational conflicts.

In addition to the standard conditions contained in the Encroachment Permit, the event sponsors will be required to meet the public notice, signage, and street barrier requirements of the Police Department, fire Department, and the Public Works Division.

FINANCIAL IMPACT

No significant fiscal impact or increase in service demand is expected as a result of this event..

Attachment

Encroachment permit – Street Event submitted by Albany Preschool