



MEMORANDUM

To: Mayor and City Councilors

From: Rich Olson, City Manager
Angela Cole, Assistant City Manager

Date: November 14, 2016

Re: **Consideration** – Street Closing Request for the Elizabeth City – Pasquotank County Parks & Recreation Department Christmas Parade event

BACKGROUND:

As of July 31, 2015, North Carolina Department of Transportation (NCDOT) established guidelines concerning authorization to close a State roadway so as to conduct a special event. The policy recognizes that counties and municipalities have the statutory authority to hold events that they sponsor or are responsible for, and thereby, can adopt a local ordinance declaring the purpose, date and duration for the closing of a local roadway or a State roadway within the local jurisdiction. This type of ordinance does not require a public hearing due to its temporary nature. Advance notice and a copy of the adopted ordinance must be provided to the Division office.

ANALYSIS:

On October 10, 2016, the City Manager's Office received internal communication from Recreation Superintendent Michael "Hipp" Barclift applying for a City of Elizabeth City Special Event Permit (SEP). Included in the application for SEP is additional request for street closing of local and State-controlled roadways. The Department requests to close the following streets, or portions thereof, beginning 4:00 p.m. until 9:00 p.m. on Saturday, December 3, 2016:

- Westover Street
- W Ehringhaus Street at Westover Street intersection
- West and E Ehringhaus Street and its intersections with
 - Persse Street
 - Brooks Avenue

- Culpepper Street
 - Madrin Street
 - S Dyer Street
 - S Road Street
 - S Martin Luther King, Jr. Drive
 - S McMorrine Street
 - S Water Street
- North of the S Water Street / Southern Avenue intersection at Riverside Avenue, not to prevent access across the Charles Creek Bridge
 - West intersection of E Church Street and S Water Street (by The Daily Advance building)

This will serve as the planned route for the parade. However, on the possibility that the infrastructure improvements along the S Road Street right-of-way have been completed, staff requests street closing of the alternate (and traditional) route for the parade. Alternatively, the parade would change course at the W Ehringhaus – S Road Street intersection, to travel north along S Road Street, then east along E Main Street, then turning south at S Water Street, continuing where the planned and alternate routes intersect to the parade terminus. As such, the Department also requests to close the following streets, or portions thereof, beginning 4:00 p.m. until 9:00 p.m. on Saturday, December 3, 2016:

- S Road Street from the E Ehringhaus Street (US Business Highway 17) intersection, northbound to the E Main Street right-of-way
- E Main Street from the S Road Street intersection, eastward to S Water Street/Southern Avenue (SR 34/1164) All roadways and public spaces are planned to be cleaned of festival liter and reopened by 11:00 p.m. Tuesday, October 25, 2016.

All roadways and public spaces are planned to be cleaned of festival liter and reopened by 11:00 p.m. Saturday, December 3, 2016. In case of inclement weather, the alternate date for the event is Sunday, December 4, 2016 – all routes and schedules would be retained excepting the date.

Staff sent the requisite advance notice to NCDOT on Tuesday, November 1, 2016. NCDOT does not object to the street closing schedule as proposed. City personnel and regional agencies will be coordinating emergency response, alternative vehicular traffic routes, and safe pedestrian activity for the duration of the event.

STAFF RECOMMENDATION:

By motion, adopt the ordinance declaring street closings for the 2016 Elizabeth City – Pasquotank County Department of Parks & Recreation Christmas Parade event.

ORDINANCE #2016-11-_____

AN ORDINANCE DECLARING A ROAD CLOSURE FOR THE ANNUAL NATIONAL NIGHT OUT EVENT

WHEREAS, the City Council of Elizabeth City acknowledges a long tradition of providing an annual Christmas Holiday parade for the pleasure of its citizens; and

WHEREAS, the City Council of Elizabeth City acknowledges its citizens realize a financial and public safety benefit from holding the annual Christmas Holiday Parade event; and

WHEREAS, the City Council of Elizabeth City acknowledges the parade event requires approximately three hours to install signing and traffic control, structures and equipment, and also requires approximately two (2) hours for removing same, and litter;

NOW THEREFORE BE IT ORDAINED, by the City Council of Elizabeth City pursuant to the authority granted by G.S. 20-169 that they do hereby declare a temporary road closure during the day(s) and times set forth below on the following described portion of a State Highway System route:

Date: Saturday, December 3, 2016

Time Duration: 4:00 p.m. until 11:00 p.m.

Route Description: W Ehringhaus Street (US Business Highway 17) at Westover Street intersection

West and E

Ehringhaus Street (US Business Highway 17) and its intersections with:

- Persse Street
- Brooks Avenue
- Culpepper Street
- Madrin Street
- S Dyer Street
- S Road Street
- S Martin Luther King, Jr. Drive
- S McMorrine Street
- S Water Street

North of the S Water Street / Southern Avenue (SR 34/1164) intersection at Riverside Avenue, not to prevent access across the Charles Creek Bridge

West intersection of E Church Street and S Water Street (by The Daily Advance building)

This will serve as the planned route for the parade. However, on the possibility that the infrastructure improvements along the S Road Street right-of-way have been completed, street closing of the alternate (and traditional) route for the parade is hereby authorized:

Route Description:

Alternatively, the parade would change course at the W Ehringhaus – S Road Street intersection, to travel north along S Road Street, then east along E Main Street, then turning south at S Water Street, continuing where the planned and alternate routes intersect to the parade terminus.

S Road Street from the E Ehringhaus Street (US Business Highway 17) intersection, northbound to the E Main Street right-of-way

E Main Street from the S Road Street intersection, eastward to S Water Street/Southern Avenue (SR 34/1164).

This ordinance to become effective when signs are erected giving notice of the limits and times of the event, and implementation of adequate traffic control to guide through vehicles around the event site.

SECTION I. EFFECTIVE DATE: This Ordinance shall take effect immediately upon adoption.

SECTION II. SEVERABILITY CLAUSE. If any section, or part of provision of this Ordinance is declared unconstitutional or invalid by a court of competent jurisdiction, then it is expressly provided and it is the intention of the City Council of the City of Elizabeth City in passing this Ordinance that its parts shall be severable and all other parts of this Ordinance shall not be affected thereby and they shall remain in full force and effect.

READ, CONSIDERED, AND ADOPTED at a regular meeting of the City Council of the City of Elizabeth City, North Carolina, during which a quorum was present, held on the 14th day of November, 2016.

Joseph W. Peel
Mayor

Attest:

Vivian D. White, CMC/NCCMC
City Clerk