




City of San Gabriel  
**STAFF REPORT**

DATE: April 17, 2018

TO: Honorable Mayor and City Council

FROM: Mark Lazzaretto, City Manager 

BY: Daren Grilley, PE, Public Works Director   
Laura Castillo, Counter Specialist 

SUBJECT: **Resolution No. 18-17 - Annual Resolution for Temporary Street Closures During City Events**

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**SUMMARY**

*Staff is seeking Council approval for City event closures in one consolidated resolution and to authorize the Public Works Director discretion to modify dates and times due to unforeseen weather restrictions.*

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**BACKGROUND**

Each year, the City of San Gabriel hosts approximately eight street events in the Mission District and in San Gabriel Village. These festivals take place along Mission Drive, Santa Anita Street, Broadway, Fairview Avenue. To accommodate the events, as well as setup and cleanup, specific street sections must be closed to vehicular traffic.

The anticipated events remaining for 2018 include:

<b>Event</b>	<b>Tentative Date</b>
Cinco de Mayo	May 3, 2018
Surf's Up	June 14, 2018
FairviewCon	August 2, 2018
National Night Out	August 7, 2018
Dumpling & Beer Fest	October 4, 2018
Fall Fun Festival	October 26, 2018
Holiday Tree Lighting	December 4, 2018

**ANALYSIS**

The California Vehicle Code (CVC) Section 21101(e) states that local authorities may adopt rules and regulations by ordinance or resolution on temporarily closing a portion of any street for celebrations, parades, local special events, and other purposes when necessary for the safety and protection of persons who are to use that portion of the street during the closure.

**RECOMMENDATION**

Staff recommends that the City Council adopt Resolution 18-17 (Attachment B) authorizing the Public Works Director to approve the specific street closures, dates and times for each event.

The Public Works Department, Fire Department and Police Department have reviewed and approved the request. Therefore, staff also recommends that the City Council approve this request, subject to the following conditions:

1. Fire hydrants shall remain unobstructed at all times.
2. There shall be no consumption of alcohol within the public right-of-way outside of the designated area approved by the Police Department.
3. Any extension cords being utilized in an area where foot traffic may be expected shall be protected so as not to be a trip hazard. Manufactured electrical coverings that meet ADA requirements must be used to cover the cords on the ground.
4. There shall be an inspection by the City's Building and Safety personnel of all relevant installations in the festival area to ensure public safety.
5. The event area shall be accessible.
6. All driveway areas, parking lot aisles, streets and sidewalks shall be maintained free and clear of any visual and physical obstructions and shall not impede ingress or egress of pedestrians with the exception of the barricaded areas.
7. A 20' fire lane shall be maintained within the street.

**ATTACHMENTS**

- A. Resolution No. 18-17

**RESOLUTION NO. 18-17**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN GABRIEL, CALIFORNIA  
AUTHORIZING THE PUBLIC WORKS DIRECTOR TO APPROVE TEMPORARY STREET  
CLOSURES ON PORTIONS OF MISSION DRIVE, MISSION RD., SANTA ANITA STREET,  
FAIRVIEW AVENUE, CARMELITA DR., AND BROADWAY FOR 2018 ANNUAL CITY  
EVENTS AND FESTIVALS**

**WHEREAS**, it is the objective of the City of San Gabriel ("City") to provide a safe environment for residents and visitors of the City; and

**WHEREAS**, the City Council is hosting annual festivals and events in the Mission District and San Gabriel Village in the year 2018 featuring a variety of performances, activities, food vendors, local merchants and community organizers; and

**WHEREAS**, the City Council finds that it is necessary to authorize the Public Works Director to approve closing portions of these streets for the safety and protection of persons who will be producing and attending the events; and

**WHEREAS**, Section 21101(e) of the State of California Vehicle Code authorizes the City Council to temporarily close a portion of any street for special events when necessary for the safety and protection of persons who are to use the portion of the street during the temporary closing; and

**NOW, THEREFORE**, the City Council of the City of San Gabriel, California, does hereby resolve as follows:

**SECTION 1.** The following roads shall be closed at the locations, dates and times listed below:

- a. Mission Drive between approximately Mission Road and Broadway, and Broadway at Mission Drive shall be closed from 1 p.m. to 12:00 a.m. on Thursday, May 3, 2018 to accommodate the Cinco de Mayo event.
- b. Mission Drive between approximately Mission Road and Broadway, and Carmelita Drive at Mission Drive shall be closed from 1 p.m. to 12:00 a.m. on Thursday, June 14, 2018 to accommodate Surf's Up.
- c. Fairview Avenue between approximately Circle Drive and Abbot Avenue shall be closed from 1 p.m. to 12:00 a.m. on Thursday, August 2, 2018 to accommodate FairviewCon.
- d. Mission Drive between approximately Mission Road and Broadway shall be closed from 4:00 p.m. to 10:00 p.m. on Tuesday, August 2, 2018 to accommodate National Night Out.
- e. Mission Drive between approximately Mission Road and Broadway, and Carmelita Drive at Mission Drive shall be closed from 12:00 p.m. to 12:00 a.m. on Thursday, October 4, 2018 to accommodate the Dumpling and Beer Fest.
- f. Mission Drive between approximately Mission Road and Broadway shall be closed from 1:00 p.m. to 12:00 a.m. on Friday, October 26, 2018 to accommodate Fall Fun Festival.

- g. Mission Drive between approximately Mission Road and Broadway shall be closed from 2:00 p.m. to 10:00 p.m. on Tuesday, December 4, 2018 to accommodate the Holiday Tree Lighting.

**SECTION 2.** All the road closures listed in Section 1 of this Resolution are subject to the following conditions:

- a. The Director of Public Works/ City Engineer is directed to have signs placed with advance notification of the parking restrictions within the above-described street closure areas and to implement a traffic control plan to close said street segments and detour traffic around the closure.
- b. Fire hydrants shall remain unobstructed at all times.
- c. There shall be no consumption of alcohol within the public right-of-way outside of the designated area.
- d. Any extension cords being utilized in an area where foot traffic may be expected shall be protected so as not to be a trip hazard. Manufactured electrical coverings that meet ADA requirements must be used to cover the cords on the ground.
- e. There shall be an inspection by the City's Building and Safety personnel of all relevant installations in the festival area to ensure public safety.
- f. The event area shall be accessible.
- g. All driveway areas, parking lot aisles, streets and sidewalks shall be maintained free and clear of any visual and physical obstructions and shall not impede, ingress, or egress pedestrian traffic, except for the barricaded areas.
- h. A 20" fire lane shall be maintained within the street.

**SECTION 3.** The exact times and boundaries of street closures are subject to change at the discretion of the Public Works Director.

**SECTION 4.** The City Clerk shall certify to the adoption of this resolution which shall be effective upon its adoption.

**PASSED, APPROVED, AND ADOPTED THIS 17TH DAY OF APRIL 2018 BY THE CITY COUNCIL OF THE CITY OF SAN GABRIEL, CALIFORNIA.**

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John R. Harrington, Mayor  
City of San Gabriel

Attest:

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Julie Nguyen  
City Clerk