



To: Mayor and Board of Commissioners
From: Percy T. Crutchfield, Chief of Police
CC: Bryan Gruesbeck, Town Manager
Alice Lloyd, Town Clerk
Paul Messick, Town Attorney
Ref: Summer Festival Ordinance

Date: May 19, 2016

Background: I have been requested to look into the closure of US15-501 (Hillsboro Street) for two blocks north of the traffic circle for a summer festival. The Pittsboro Business Association (PBA) has requested Hillsboro Street be closed for approximately seven hours for the festival. Mr. Gruesbeck has discussed three possible plans with the PBA:

- 1- The closing of Hillsboro Street
- 2- The closing of the Hanks, Credle & Salisbury Streets area like the street fair
- 3- The closing of Chatham Street and use of County Building Complex like the recent Spring Fling

The North Carolina Department of Transportation now requires that any municipality using state maintained roads for events such as parades and festivals shall pass an ordinance approving the special event. Attached is an ordinance for the Town of Pittsboro that I have prepared in case the board decides to close Hillsboro Street. This was based on the model ordinance provided by the North Carolina Department of Transportation.

We need to consider the feasibility of this location and if it is not acceptable determine alternate locations. There are many matters to consider such as traffic control, high volumes of traffic through side streets and residential areas, parking concerns and overall holiday weekend issues.

Action requested: For the Board of Commissioners to discuss the best location for the event and decide which to approve. If the closure of Hillsboro Street is decided upon we need to approve the ordinance for submission to the North Carolina Department of Transportation with the special event permit application packet for the July 3, 2016 Pittsboro Business Association (PBA) summer festival.