



## MEMORANDUM

**TO:** City Council

**FROM:** Brian Pedrotti, Community Development Director

**BY:** Patrick Holub, Associate Planner

**SUBJECT:** Consideration of Temporary Use Permit 22-003; Authorizing Closure of City Streets and Use of City Property for the 84th Annual Arroyo Grande Valley Harvest Festival, Friday and Saturday, September 23-24, 2022; Applicant – Jim Guthrie

**DATE:** August 23, 2022

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### **SUMMARY OF ACTION:**

Approval of the permit will authorize the use of City property and closure of City streets for the annual Arroyo Grande Valley Harvest Festival (Harvest Festival or Festival) on September 23 and 24, 2022.

### **IMPACT ON FINANCIAL AND PERSONNEL RESOURCES:**

Application fees for this event have been waived pursuant to Resolution 3760, which established policies to waive permit application fees for certain annual temporary events meeting the following criteria:

- The applicant is a local non-profit organization;
- The group/organization donates at least 50% of its budget to support programs/activities within the City of Arroyo Grande or the Five Cities Area;
- Proceeds from the event or activity will be used for a specific City of Arroyo Grande or Five Cities area public project, program or cause;
- The event or activity is organized and operated by non-paid volunteers; and
- The event or activity is open to the public.

The temporary use permit fee being waived is \$302. Historically, fees and costs for this event have been waived because the City has served as co-sponsor of the event. The staff hours needed for the event are as follows:

1. 94 Police Department overtime hours;
2. 72 Public Works overtime hours;
3. 7 Community Development regular hours; and
4. 17 Recreation Department regular hours

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The cost for this staff time is estimated to total approximately \$8,000 and is included in the City's operating budget for staff time.

#### **RECOMMENDATION:**

Adopt a Resolution approving Temporary Use Permit 22-003, authorizing closure of City streets and use of City property for the 84<sup>th</sup> annual Arroyo Grande Valley Harvest Festival.

#### **BACKGROUND:**

The first Harvest Festival was organized by the Woman's Club in 1937 as a two-day celebration held in an elementary school building. Food, craft booths and entertainment were included. The event was held in the classrooms and a children's pet parade took place on the Saturday of the Festival. The Woman's Club ran the Festival until 1946 when they asked for community supporters to take over the event. The event was cancelled in 2020 and 2021 due to the COVID-19 pandemic. The event has resumed normal operations and the event organizers are requesting similar accommodations for the event this year.

#### **ANALYSIS OF ISSUES:**

The 84<sup>th</sup> Annual Arroyo Grande Valley Harvest Festival is scheduled for Friday, September 23, 2022, from 4:00 pm until 8:00 pm, and Saturday, September 24, 2022, from 10:00 am until 4:00 pm. Setup will begin on Thursday, September 22, 2022, at 5:00 p.m. and cleanup will end early Sunday morning, September 25, 2022. Activities at the Festival will include entertainment, food, games and crafts booths, contests and a parade.

#### **Festival Areas**

The Festival organizers request the closure of the following streets or use of the following areas for the Festival:

- Heritage Square Park;
- Short Street from Nelson Street to the Swinging Bridge and from East Branch Street to Centennial Park;
- Nelson Street from Mason Street to Bridge Street;
- Bridge Street from the Lucia Mar Unified School District Parking lot to Branch Street;
- Kiwanis Park;
- Olohan Alley from Bridge Street to Mason Street; and
- City Hall parking lot at 300 East Branch Street.

The area devoted to the Festival remains unchanged from previous years. A map depicting the areas of the City utilized for the festival is included as Attachment 2.

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#### Parade

The parade route will run from the intersection of West Branch Street and Traffic Way, travel east through the Village core, turn south on South Mason Street, and end at Poole Street, with parade dispersal to occur on South Mason Street between Poole and Allen Streets.

The parade staging areas will include:

- West Branch Street from the Shell Station to Rodeo Drive;
- Old Ranch Road from West Branch Street to the east end of the five-acre City owned dirt lot at the northeast corner of the intersection of Old Ranch Road and West Branch Street, including use of the lot; and
- West Branch Street between Old Ranch Road and the South County Regional Center.

Road closures needed for the parade route, staging areas and detour routes include:

- West Branch Street from Rodeo Drive to East Branch Street;
- Wesley Street between Larchmont and West Branch Street;
- East Branch Street from Traffic Way to Mason Street;
- South Mason Street from East Branch Street to Poole Street;
- Old Ranch Road from West Branch Street to the end of the City owned property;
- North Mason from Le Point Street to East Branch Street;
- Bridge Street from Branch Street to Traffic Way; and
- Nelson Street from Mason to Traffic Way.

These road closures are requested from 8:00 am until noon on Saturday, September 24, 2022, with no-parking enforcement beginning at 8:00 am, with the exception of the staging area, for which an 8:00 am closure with no-parking enforcement beginning at 7:00 am is requested. The detour route around the City via East Cherry Avenue, West Branch Street and Huasna Road remains unchanged from previous years. City crews will begin setting up road closures at 6:00 am on Saturday, September 24<sup>th</sup>, beginning with the lower volume roadways and intersections.

Attachment 3 depicts the location of the road closures and detour routes associated with the parade. This map will be widely publicized in advance of the event.

During the 2011 Harvest Festival parade, an additional detour route was established by opening the gate at the top of Miller Way, between Miller Way and Emerald Bay Drive. This detour was established for use by affected residents of the Miller Way, Miller Court, Le Point Street and W. Le Point Street area only, and residents in those areas were notified of the additional detour. No issues have been identified as a result of the gate opening and it has been included as part of this year's event.

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#### **ALTERNATIVES:**

1. Adopt a Resolution of the City Council of the City of Arroyo Grande approving Temporary Use Permit 22-003, authorizing closure of City streets and use of City property for the 84<sup>th</sup> Annual Arroyo Grande Valley Harvest Festival, Friday and Saturday, September 23-24, 2022
2. Modify and adopt a Resolution of the City Council of the City of Arroyo Grande approving Temporary Use Permit 22-003, authorizing closure of City streets and use of City property for the 84<sup>th</sup> Annual Arroyo Grande Valley Harvest Festival, Friday and Saturday, September 23-24, 2022
3. Do not adopt the attached Resolution
4. Provide other direction to staff

#### **ADVANTAGES:**

The Festival, now in its 84<sup>th</sup> year, is a tradition in the community. The Festival celebrates the community's heritage, builds a sense of community, brings families and friends together, provides fundraising opportunities for local community organizations, and provides quality family-oriented entertainment.

#### **DISADVANTAGES:**

The closure of streets will have an impact on parking and traffic congestion and requires the expenditure of City resources to ensure safety.

#### **ENVIRONMENTAL REVIEW:**

In compliance with the California Environmental Quality Act (CEQA), it has been determined that this project is Categorically Exempt per Section 15304(e) of the CEQA Guidelines regarding minor temporary uses of land.

#### **PUBLIC NOTIFICATION AND COMMENTS:**

The event organizers are required to place an advertisement in the September 11, 2022 edition of *The Tribune* advising residents of street closures. The event organizers are required to mail or hand deliver the map depicting street closures and detours to every property located within the area where street closures will occur. The event organizers are also required to mail or hand deliver a notification of the opening of the gate between Emerald Bay Drive and Miller Way to every property accessed from Miller Way, Miller Court, the 200 and 100 blocks of Le Point Street, and W. Le Point Street. All of the information regarding circulation impacts will be posted prominently on the City's website and social media pages. Additionally, staff will utilize the City's message boards to inform members of the public of the road closures and detours.

The Agenda was posted at City Hall and on the City's website in accordance with Government Code 54954.2.

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**Attachments:**

1. Proposed Resolution
2. Festival Areas
3. Road Closure and Detour Map