



# CITY of NOVI CITY COUNCIL

**Agenda Item K**  
**June 6, 2016**

**SUBJECT:** Approval of Resolution to close Ten Mile Road from the Civic Center to Taft Road for the Festival of Chariots from 11:30am to 12:30pm on Sunday, July 24, 2016.

**SUBMITTING DEPARTMENT:** Department of Public Services, Engineering Division *BTC RJA*

**CITY MANAGER APPROVAL:** *[Signature]*

**BACKGROUND INFORMATION:**

International Society for Krishna Consciousness (ISKCON) will present their annual Rath Yatra (Festival of Chariots) Parade on Sunday, July 24, 2016. The parade will leave the Civic Center campus at 11:30 am and end at Fuerst Park approximately 1:30 pm. As in previous years, they are requesting to close portions of Ten Mile and Taft Roads intermittently throughout this timeframe with the parade concluding at Fuerst Park, after which the annual festival will continue at Fuerst Park. This is a private rental event that is open to the public at no cost.

The Road Commission for Oakland County has issued permit number 56051 to the City allowing use of the roadways under County jurisdiction for civic events. The permit is predicated upon the adoption of an Authorizing Resolution by the Novi City Council approving the event and agreeing to the terms of the permit. Permit requirements include hold harmless and indemnity, and represents the Board of Road Commissioners against any and all claims for bodily injury or property damage, or any other claim related to the Parade.

Ten Mile Road is under the jurisdiction of the Road Commission for Oakland County. Approval of the attached resolution is required as part of RCOC permit number 56051.

**RECOMMENDED ACTION:** Approval of Resolution to close Ten Mile Road from the Civic Center to Taft Road for the Festival of Chariots from 11:30am to 12:30pm on Sunday, July 24, 2016.

	1	2	Y	N
Mayor Gaff				
Mayor Pro Tem Staudt				
Council Member Burke				
Council Member Casey				

	1	2	Y	N
Council Member Markham				
Council Member Mutch				
Council Member Wrobel				

**CITY OF NOVI**

**COUNTY OF OAKLAND, MICHIGAN**

**RESOLUTION AUTHORIZING 2016 FESTIVAL OF CHARIOTS ON TEN MILE ROAD**

Minutes of a Meeting of the City Council of the City of Novi, County of Oakland, Michigan, held in the City Hall of said City on \_\_\_\_\_, \_\_\_\_\_, at \_\_\_\_ o'clock P.M. Prevailing Eastern Time.

PRESENT: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

The following preamble and Resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

**WHEREAS** ; the Festival of Chariots event, presented by the International Society for Krishna Consciousness (ISKCON) of Detroit, will take place on Sunday, July 24, 2016, from 11:30 am to 1:30 pm; and

**WHEREAS** ; the parade will begin at the Novi Civic Center at 45175 Ten Mile Road and proceed west on Ten Mile Road to Taft Road, south on Taft Road to Nine Mile Road, turn around and back north on Nine Mile Road to end at Fuerst Park; and

**WHEREAS** ; the City of Novi has been issued an annual permit, permit number 56051, by the Road Commission for Oakland County to conduct civic events on roads under the jurisdiction of RCOC; and

**WHEREAS** ; the validity of the permit is conditioned upon adoption of an Authorizing Resolution by the Novi City Council for the event and a statement agreeing to the terms of the permit.

**NOW THEREFORE, BE IT RESOLVED** that the Mayor and Council of the City of Novi herby support and authorize the 2016 Festival of Chariots event and will fulfill all permit requirements, save harmless, indemnify, and represent the Board of Road Commissioners against any and all claims for bodily injury or property damage, or any other claim arising out of or related to the 2016 Festival Chariots.

**AYES:**

**NAYS:**

RESOLUTION DECLARED ADOPTED.

\_\_\_\_\_  
Maryanne Cornelius, City Clerk

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Novi, County of Oakland, and State of Michigan, at a regular meeting held this 6th day of June 2016, and that public notice of said meeting was given pursuant to and in full compliance with Act No. 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and made available to the public as required by said Act.

\_\_\_\_\_  
Maryanne Cornelius, City Clerk  
City of Novi



## ROAD CLOSURE PERMIT FOR BLOCK PARTIES AND PARADES

Permit No.: **PRCL16-008**

Issue Date: *DRAFT*

Upon the request of **NAMISH PATEL**, authorized representative of **FESTIVAL OF CHARIOTS** and in accordance with the provisions of the Code of Ordinances of the City of Novi, Michigan Section 33-52, Parades and Processions in the Uniform Traffic Code, and Section 31-9, Road Closures, a permit to close for the purpose of a **Festival of Chariots parade** is granted as follows:

**Sunday July 24, 2016**

**10 Mile from Civic Center to Taft closed 11:30am to 12:30pm**

**Taft between 10 Mile and 9 Mile closed from noon to 1:30pm**

If the applicant needs barricades, barrels, or cones for the event, the applicant **MUST** contact DPS Field Operations at 248-735-5640 at least 7 business days prior to the event to make the request and coordinate locations.

Approved by:

---

Brian Coburn  
Engineering Senior Manager

cc: David Molloy, Director of Public Safety/Chief of Police  
Jeff Johnson, Director of EMS & Fire Operations  
Erick Zinser, Assistant Police Chief  
Jerrod Hart, Assistant Police Chief  
Matt Wiktorowski, Field Operations Senior Manager  
Jerry Tremblay, Roadway Asset Manager  
Rick Mitchell, Communications Manager  
Aaron Staup, Construction Engineering Coordinator  
Theresa Bridges, Construction Engineer



BOARD OF COUNTY ROAD COMMISSIONER, OAKLAND COUNTY, MICHIGAN  
2420 PONTIAC LAKE ROAD - WATERFORD, MI 48328  
REFER ALL INQUIRES TO DEPARTMENT OF CUSTOMER SERVICES - PERMITS (248) 858-4835

Const. Bond: \$ 0.00  
Permit Fee: \$ 0.00  
Deposit: \$ 0.00  
Est. Insp. Fee: \$ 0.00  
Paint Fee: \$ 0.00  
Sign Fee: \$ 0.00  
Signal Fee: \$ 0.00

APPLICATION NO. **3500029**  
PERMIT NO. E **56051**

This permit is issued on the condition that licensees and any persons working under the authority of this permits shall comply with the requirements of Act 53 of the P.A. of 1974.  
CALL MISS DIG BEFORE YOU DIG  
PHONE (248) 647-7344

1/1/2015

Received of NOVI, CITY OF  
with the terms of below permit.

BOARD OF COUNTY ROAD COMMISSIONERS  
Oakland County, Michigan

to be applied in accordance

Deputy Secretary-Clerk

Subject to the conditions on the reverse side hereof and the application attached hereto, permission is granted by the Board of County Road Commissioners, Oakland County, Michigan hereinafter referred to as the Board, to: NOVI, CITY OF

45175 W 10 MILE, NOVI, MI 48375  
248-735-5640

hereinafter referred to as the Licensee,


This is a permit to:

CONDUCT PARADES OR INSTALL BANNERS, AT TIMES AND LOCATIONS AS APPROVED BY LOCAL COMMUNITY RESOLUTION. THE LOCAL COMMUNITY SHALL PROVIDE FOR ALL TRAFFIC CONTROL INCLUDING SIGNS, BARRICADES AND POLICE CONTROL OF TRAFFIC. THE COMMUNITY SHALL NOTIFY THE ROAD COMMISSION IN ADVANCE AND PROVIDE A COPY OF RESOLUTIONS AUTHORIZING THE PARADE OR BANNER. THE WORDING ON BANNERS SHALL BE APPROVED BY RESOLUTION OF THE LOCAL COMMUNITY. BANNERS SHALL BE INSTALLED AT A HEIGHT AND LOCATION THAT MEETS RCOC GUIDELINES. THE DISTANCE BETWEEN THE BOTTOM OF THE BANNER AND THE SURFACE OF THE ROAD SHALL BE NO LESS THAN 18 FEET AND THE BANNER SHALL BE LOCATED SO THAT IT CAUSES NO VISUAL OBSTRUCTION WITH TRAFFIC SIGNALS OR OTHER TRAFFIC CONTROL DEVICES. THE INSTALLATION AND BANNER SHALL BE IN ACCORDANCE WITH THE APPROVED APPLICATION AND WITH RULE 5.4 OF THE R.C.O.C "RULES, STANDARDS AND SPECIFICATIONS FOR DRIVEWAYS, BANNERS AND PARADES UPON OR OVER ROAD COMMISSION FOR OAKLAND COUNTY RIGHTS OF WAY". ALL BILLINGS FOR APPLICATION FEES, INSPECTION FEES AND WORK PERFORMED BY THE RCOC AS A RESULT OF THESE ACTIVITIES SHALL BE BILLED TO THE ADDRESS PROVIDED ON THE APPLICATION FORM.

Novi Twp

This permit is granted for the period  
Commencing 1/1/2015  
and ending 12/31/2017

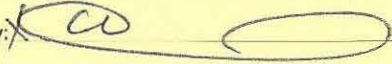
BOARD OF COUNTY ROAD COMMISSIONERS, OAKLAND COUNTY, MICHIGAN  
Department of Customer Sevices - Permits

By: 

In consideration of the granting of this permit, the undersigned Licensee hereby agrees to abide by and conform with all of the terms and conditions herein set forth or incorporated herein by reference. (SEE APPLICATION AND REVERSE SIDE FOR CONDITIONS OF PERMIT.)

1/1/2015

NOVI, CITY OF

By: 

12/18/2014

Application # 3500029

Contact: MATT WIKTOROWSKI

Phone: 248-735-5640

### **PERMIT DESCRIPTION**

The following is a permit description ONLY. It shall not be construed to be a permit and shall become valid only after the permit is acquired.

This is a permit to:

CONDUCT PARADES OR INSTALL BANNERS, AT TIMES AND LOCATIONS AS APPROVED BY LOCAL COMMUNITY RESOLUTION. THE LOCAL COMMUNITY SHALL PROVIDE FOR ALL TRAFFIC CONTROL INCLUDING SIGNS, BARRICADES AND POLICE CONTROL OF TRAFFIC. THE COMMUNITY SHALL NOTIFY THE ROAD COMMISSION IN ADVANCE AND PROVIDE A COPY OF RESOLUTIONS AUTHORIZING THE PARADE OR BANNER. THE WORDING ON BANNERS SHALL BE APPROVED BY RESOLUTION OF THE LOCAL COMMUNITY. BANNERS SHALL BE INSTALLED AT A HEIGHT AND LOCATION THAT MEETS RCOC GUIDELINES. THE DISTANCE BETWEEN THE BOTTOM OF THE BANNER AND THE SURFACE OF THE ROAD SHALL BE NO LESS THAN 18 FEET AND THE BANNER SHALL BE LOCATED SO THAT IT CAUSES NO VISUAL OBSTRUCTION WITH TRAFFIC SIGNALS OR OTHER TRAFFIC CONTROL DEVICES. THE INSTALLATION AND BANNER SHALL BE IN ACCORDANCE WITH THE APPROVED APPLICATION AND WITH RULE 5.4 OF THE R.C.O.C "RULES, STANDARDS AND SPECIFICATIONS FOR DRIVEWAYS, BANNERS AND PARADES UPON OR OVER ROAD COMMISSION FOR OAKLAND COUNTY RIGHTS OF WAY".

ALL BILLINGS FOR APPLICATION FEES, INSPECTION FEES AND WORK PERFORMED BY THE RCOC AS A RESULT OF THESE ACTIVITIES SHALL BE BILLED TO THE ADDRESS PROVIDED ON THE APPLICATION FORM.



## **PART 9 – BANNER PERMITS**

### **RULE 9.1 AUTHORIZED APPLICANTS**

A permit for the installation of Banners to be placed within or over the Right-of-Way may be issued by the Permits Division only to the governing body of a city, incorporated village, or township.

### **RULE 9.2 APPLICATION FORMS**

Applications for permits for the erection of Banners shall be in the manner prescribed by, or on the appropriate forms supplied by, the Permits Division. Only the authorized governing body may make application. The community shall obtain permission from the pole's owner for use of any and all poles. R.C.O.C. traffic signals or poles cannot be used for Banners.

### **RULE 9.3 MINIMUM REQUIREMENTS**

- 9.3.1 Permit applications shall be accompanied by a copy of a Municipal Resolution from the local governing body designating an authorized official of the city, village, or township with the authority to make the application for the city, village, or township. The application should be submitted approximately one month in advance of proposed installation.
- 9.3.2 Each application shall include the following information:
- (A) Activity in connection with which the Banners are to be placed.
  - (B) Location of the proposed installation including distance to traffic control devices.
  - (C) A description of the Banners, including any legend or symbol thereon.
  - (D) The height of an overhead Banner at its lowest point above the surface of the road.
  - (E) The dates on which the Banner will be erected and removed shall not exceed a time period specified by the Permits Division. An acceptable period of time for Banners, other than Christmas decorations, to be in place is 3 weeks and acceptable duration for Christmas decorations to be in place is 6 weeks.
  - (F) Such other information as the Permits Division may require.

### **RULE 9.4 DESIGN AND PLACEMENT REQUIREMENTS**

- 9.4.1 The design, method of installation and location of all Banners shall be such that they shall conform to all applicable laws, statutes and regulations, including Act 200 of 1969, these Rules and the M.M.U.T.C.D.; shall not be dangerous to those using the road; and shall not unduly interfere with Sight Distance or the free movement of the traffic.
- 9.4.2 Overhead Banners shall be securely fastened and have a minimum bottom height of 18 feet above the surface of the traveled way, shall be placed not closer than 100 feet on either side of traffic lights or signals, and shall be so placed as to not obstruct a clear view of such traffic lights or signals or other traffic control devices. Banners shall not be attached to trees.
- 9.4.3 Banners shall not have displayed thereon any legend or symbol which, in the judgment of the R.C.O.C., may, in any way, be construed to advertise or otherwise promote the sale of, or publicize, any merchandise or commodity, or which may be construed to be political in nature.

9.4.4 Banners shall not have displayed thereon any device which is, purports to be, imitates, resembles, or may be mistaken for, a traffic control device, or which attempts to direct the movement of traffic.

9.4.5 Decorations shall not include flashing lights.

#### **RULE 9.5 CONDITIONS OF ISSUANCE OF BANNER PERMITS**

9.5.1 Permits for the erection or installation of Banners may be cancelled by the Permits Division if it determines in its sole judgment that such installation shall become dangerous to those using the road or unduly interfere with the free movement of traffic. If it becomes necessary to remove the Banner due to safety reasons, the cost of removal shall be borne by the Permit Holder, and the Permit Holder shall reimburse the R.C.O.C for any and all costs or expenses the R.C.O.C. may have incurred in connection with such removal.

9.5.2 The city, village, or township making application shall faithfully fulfill all permit requirements and shall indemnify and save harmless the Board from claims of every kind arising out of , or on account of, permitted activities.

9.5.3 The Permits Division may issue permits to cities, villages, or townships for the installation of Banners at approved locations for a period of not more than three (3) years, subject to the conditions above.