MEMORANDUM

City Clerk's Office

DATE: **November 26, 2014**

TO: **Joseph A. Valentine, City Manager**

FROM: **Laura M. Pierce, City Clerk**

SUBJECT: **Special Event Request**
Birmingham Street Art Fair

Attached is a special event application submitted by Common Ground to hold the 41st Annual Birmingham Street Art Fair on South Old Woodward on September 19 - 20, 2015.

The application has been circulated to the affected departments and approvals and comments have been noted.

The following events have either been approved by the Commission or are anticipated to be held in September and have not yet submitted an application. These events do not pose a conflict with the proposed event.

Event Name	Date	Location
Farmers Market	Sundays	Lot 6
Farm to Table Block Party	Sept 5	Streets surrounding the Community House
Run on the Town 5K	Sept 12	Booth Park area
Rail Jam	Sept 20	South Old Woodward triangle
B'ham Street Art Fair	Sept 19-20	South Old Woodward

SUGGESTED RESOLUTION:
To approve a request from Common Ground to hold the 41st Annual Birmingham Street Art Fair on South Old Woodward on September 19 - 20, 2015, contingent upon compliance with all permit and insurance requirements and payment of all fees and, further pursuant to any minor modifications that may be deemed necessary by administrative staff at the time of the event.

CITY OF BIRMINGHAM
APPLICATION FOR SPECIAL EVENT PERMIT
PARKS AND PUBLIC SPACES

I. EVENT DETAILS

- Incomplete applications will not be accepted.
- Changes in this information must be submitted to the City Clerk, in writing, at least three weeks prior to the event

FEES:	**FIRST TIME EVENT:**	**$200.00**
	ANNUAL APPLICATION FEE:	**$165.00**

(Please print clearly or type)

Date of Application November 3, 2014

Name of Event Common Ground's 41st Annual Birmingham Street Art Fair

Detailed Description of Event (attach additional sheet if necessary)

Fine art fair featuring approximately 160 professional artists, artist demonstrations and children's art activities. The event was formerly known as "Art in the Park."

Location Downtown Birmingham (South Old Woodward, Merrill Street), layout/map included.

Date(s) of Event September 19 - 20, 2015 Hours of Event Saturday, 10 am to 6pm & Sunday, 10am to 5pm

Date(s) of Set-up September 18, 2015 Hours of Set-up 2pm - 9pm; street closing at 3pm

Date(s) of Tear-down September 20, 2015 Hours of Tear-down 5pm - 9pm

Organization Sponsoring Event Common Ground

Organization Address 1410 South Telegraph, Bloomfield Hills, MI 48302

Organization Phone 248.456.8150

Contact Person Cheryl Rossman

Contact Phone 248.451.3732

Contact Email crossman@commongroundhelps.org

II. EVENT INFORMATION

1. Organization Type Non-profit
(city, non-profit, community group, etc.)

2. Additional Sponsors or Participants (Provide name, address, contact person, status, etc. for all additional organizations sponsoring your event.)
Producing partner is The Guild of Artists & Artisans, 118 N. 4th Avenue, Ann Arbor, MI 48104, Max Clayton, clayton@theguild.org, 734.662.3382, ext. 103 (executive director); ~~Alan Bogl, alan@theguild.org, 734.662.3382, ext. 105 (operations/site director)~~

3. Is the event a fundraiser? ☑ YES ☐ NO
List beneficiary Common Ground
List expected income $26,000
Attach information about the beneficiary.

4. First time event in Birmingham? ☐ YES ☑ NO
If no, describe This will be Common Ground's 41st Annual Birmingham Street Art Fair.

5. Total number of people expected to attend per day 30,000+

6. The event will be held on the following City property: (Please list)
☑ Street(s) Old Woodward Avenue, Merrill Street
☐ Sidewalk(s)
☐ Park(s)

7. Will street closures be required? ☑ YES ☐ NO

8. What parking arrangements will be necessary to accommodate attendance? Exhibitors and attendees will use city parking structures and lots.

9. Will staff be provided to assist with safety, security and maintenance? ☑ YES ☐ NO

Describe Trained staff and volunteers are on site from move-in through move-out to ensure safety and provide site maintenance; In addition, overnight professional security is contracted for event.

10. Will the event require safety personnel (police, fire, paramedics)? ☑ YES ☐ NO

Describe Police and paramedics

11. Will alcoholic beverages be served? ☐ YES ☑ NO

If yes, additional approval by the City Commission is required, as well as the Michigan Liquor Control Commission.

12. Will music be provided? ☐ YES ☑ NO

☐ Live ☐ Amplification ☐ Recorded ☐ Loudspeakers

Time music will begin _____

Time music will end _____

Location of live band, DJ, loudspeakers, equipment must be shown on the layout map.

13. Will there be signage in the area of the event? ☑ YES ☐ NO

Number of signs/banners Approximately 15 - 20 signs

Size of signs/banners 24" x 36" portable A-frames

Submit a photo/drawing of the sign(s). A sign permit is required.

14. Will food/beverages/merchandise be sold? ☑ YES ☐ NO

- Peddler/vendor permits must be submitted to the Clerk's Office, at least two weeks prior to the event.
- All food/beverage vendors must have Oakland County Health Department approval.
- Attach copy of Health Dept approval.
- There is a $50.00 application fee for all vendors and peddlers, in addition to the $10.00 daily fee, per location. A background check must be submitted for each employee participating at the event.

LIST OF VENDORS/PEDDLERS

(attach additional sheet if necessary)

VENDOR NAME	GOODS TO BE SOLD	WATER HOOK-UP REQUIRED?	ELECTRIC REQUIRED?
TBD			

III. EVENT LAYOUT

- Include a map showing the park set up, street closures, and location of each item listed in this section.
- Include a map and written description of run/walk route and the start/finish area

1. Will the event require the use of any of the following municipal equipment? *(show location of each on map)*

EQUIPMENT	QUANTITY	COST	NOTES
Picnic Tables	0	6 for $200.00	A request for more than six tables will be evaluated based on availability.
Trash Receptacles	33	$4.00 each	Trash box placement and removal of trash is the responsibility of the event. Additional cost could occur if DPS is to perform this work.
Dumpsters	6	$200.00 per day	Includes emptying the dumpster one time per day. The City may determine the need for additional dumpsters based on event requirements.
Utilities (electric)	0 # of vendors requiring utilities	Varies	Charges according to final requirements of event.
Water/Fire Hydrant	0	Contact the Fire Department.	Applicant must supply their own means of disposal for all sanitary waste water. Waste water is NOT allowed to be poured into the street or on the grass.
Audio System	0	$200.00 per day	Must meet with City representative.
Meter Bags / Traffic Cones / Barricades	# to be determined by the Police Department.		

2. Will the following be constructed or located in the area of the event? ☐ YES ☐ NO *(show location of each on map)* NOTE: Stakes are not allowed.

TYPE	QUANTITY	SIZE
Tents/Canopies/Awnings (A permit is required for tents over 120 sq ft)	180	10' x 10'
Portable Toilets	8 - 10	Regular and handicap
Rides		
Displays		
Vendors		
Temporary Structure (must attach a photo)		
Other (describe)		

SIGNATURE OF APPLICANT REQUIRED

EVENT NAME Common Ground's 41stAnnual Birmingham Street Art Fair

EVENT DATE September 19 - 20, 2015

The Birmingham City Commission shall have sole and complete discretion in deciding whether to issue a permit. Nothing contained in the City Code shall be construed to require the City Commission to issue a permit to an applicant and no applicant shall have any interest or right to receive a permit merely because the applicant has received a permit in the past.

As the authorized agent of the sponsoring organization, I hereby agree that this organization shall abide by all conditions and restrictions specific to this special event as determined by the City administration and will comply with all local, state and federal rules, regulations and laws.

Cheryl Rossman — November 3, 2014

Signature — Date

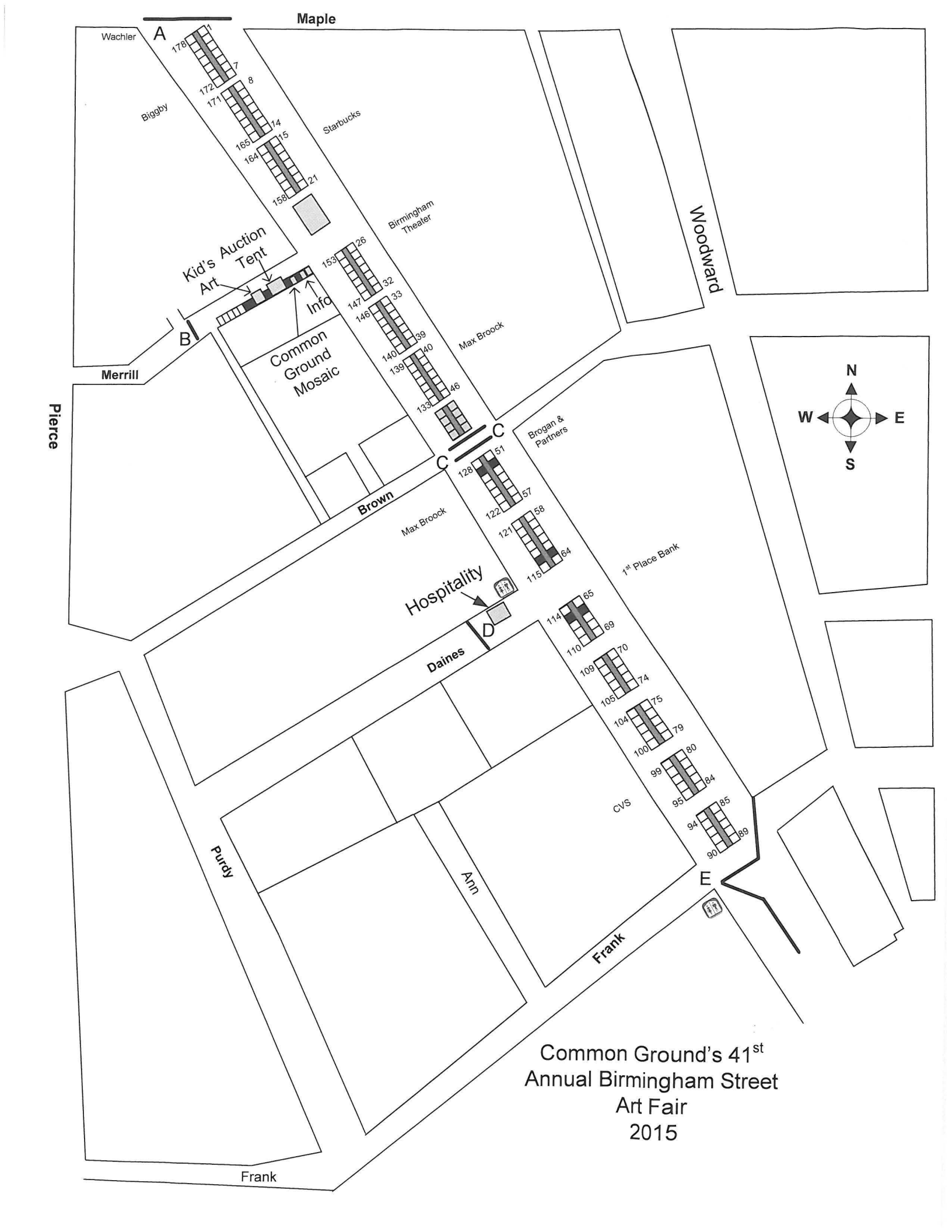
IV. SAMPLE LETTER TO NOTIFY ANY AFFECTED PROPERTY/BUSINESS OWNERS

- Organizer must notify all potentially affected residential property and business owners of the date and time this application will be considered by the City Commission. *(Sample letter attached to this application.)*

- Attach a copy of the proposed letter to this application. The letter will be reviewed and approved by the Clerk's Office. The letter must be distributed at least two weeks prior to the Commission meeting.

- A copy of the letter and the distribution list must be submitted to the Clerk's Office at least two weeks prior to the Commission meeting.

- If street closures are necessary, a map must be included with the letter to the affected property/business owners.



Common Ground's 41st Annual Birmingham Street Art Fair 2015

SPECIAL EVENT REQUEST
NOTIFICATION LETTER

DATE: November 21, 2014

TO: **Principal Shopping District Members, Downtown Birmingham Residents, Interested Parties and Property Owners**

The Birmingham City Code requires that we receive approval from the Birmingham City Commission to hold the following special event. The code further requires that we notify any property owners or business owners that may be affected by the special event of the date and time that the city commission will consider our request so that an opportunity exists for comments prior to this approval.

EVENT INFORMATION

NAME OF EVENT: **Common Ground's 41st Annual Birmingham Street Art Fair**

LOCATION: **South Old Woodward Avenue and Merrill Street, map enclosed**

DATES/TIMES OF EVENT:
Saturday, Sept. 19, 2015, 10am – 6pm and Sunday, Sept. 20, 2015, 10am – 5pm

BRIEF DESCRIPTION OF EVENT/ACTIVITY:
Fine art fair featuring the handmade and original artwork of approximately 160 juried artists and is an important annual fundraiser for Common Ground, which has been serving youths, adults and families in crisis for more than 40 years.

DATES/TIMES OF SET UP:
Friday, Sept. 18, 2015, street closings at 3pm with move-in completed by 9pm

DATES/TIMES OF TEAR DOWN: **Sunday, Sept. 21, 2015, from 5pm to 9pm**

DATE/TIME OF CITY COMMISSION MEETING: **December 8, 2014, 7:30pm**

The city commission meets in room 205 of the Municipal Building at 151 Martin at 7:30pm. **A complete copy of the application to hold this special event is available for your review at the city clerk's office (248.530.1880)**. To receive updates on special events held in the city log on to www.bhamgov.org/enotify.

EVENT ORGANIZER:	Common Ground (Birmingham Street Art Fair)
ADDRESS:	1410 S. Telegraph Bloomfield Hills, MI 48302
PHONE:	248.456.8150

Attachments: Proposed site map for Birmingham Street Art Fair

City of Birmingham
Event Notification List 2015

NAME	ADDRESS	CITY	ST	ZIP
Adam Shirley Jewelry Design	124 South Old Woodward Avenue	Birmingham	MI	48009
Ann Taylor Loft	101 South Old Woodward Avenue	Birmingham	MI	48009
Beadz 'N Bagz	152 North Old Woodward Avenue	Birmingham	MI	48009
Bill Woelk	7404 Deep Run	Bloomfield	MI	48301
Claire's	175 West Maple Road	Birmingham	MI	48009
Cleon Chase Antiques	251 Merrill Street	Birmingham	MI	48009
Expert Watch & Clock Repair	124 South Old Woodward Avenue	Birmingham	MI	48009
Java Hutt Cafe'	207 South Old Woodward Avenue	Birmingham	MI	48009
Jennifer Convertibles	116 South Old Woodward Avenue	Birmingham	MI	48009
Leonard & Mayer Advertising	187 South Old Woodward Avenue	Birmingham	MI	48009
Malota's Martial Art Studio	555 South Old Woodward Avenue	Birmingham	MI	48009
Occupant	645 Purdy	Birmingham	MI	48009
Occupant	647 Purdy	Birmingham	MI	48009
Olga's Kitchen	138 South Old Woodward Avenue	Birmingham	MI	48009
Professional Property Management, Inc.	2900 West Maple Road	Troy	MI	48084
Ribbons	239 South Old Woodward Avenue	Birmingham	MI	48009
Right Off The Sheep	359 South Old Woodward Avenue	Birmingham	MI	48009
Shannon Development LLC	640 North Old Woodward Avenue	Birmingham	MI	48009
TheStudio	251 Merrill Street	Birmingham	MI	48009
Merrillwood Arms Management	225 Merrill Street	Birmingham	MI	48009
220 Merrill	220 E. Merrill	Beverly Hills	MI	48025
555 Apartments	555 South Old Woodward Avenue	Birmingham	MI	48009
220 Restaurant	220 East Merrill Street	Birmingham	MI	48009
6 Salon	172 West Maple Road	Birmingham	MI	48009
Accessory 550	168 West Maple Road	Birmingham	MI	48009
Adventures In Toys	250 West Maple Road	Birmingham	MI	48009
AGIS Insurance	280 West Maple Road	Birmingham	MI	48009
Anthropologie	214 West Maple Road	Birmingham	MI	48009
Ariada	168 South Old Woodward Avenue	Birmingham	MI	48009
ArtLoft	123 West Maple Road	Birmingham	MI	48009
Astrein's Creative Jewelers	120 West Maple Road	Birmingham	MI	48009
Atesian Realty	780 West Maple Road	Troy	MI	48084
Atesian Realty/Atesian Properties Inc.	780 West Maple Avenue	Troy	MI	48084

City of Birmingham
Event Notification List 2015

Australia 2000 Travel Ltd.	139 West Maple Road	Birmingham	MI	48009
Back In Time International	227 South Old Woodward Avenue	Birmingham	MI	48009
Backcountry North	284 West Maple Road	Birmingham	MI	48009
Baldwin Public Library	300 West Merrill Street	Birmingham	MI	48009
Bank of America	99 West Maple Road	Birmingham	MI	48009
Barbara's Paper Bag	147 Pierce Street	Birmingham	MI	48009
Beauty by RX	286 West Maple Road	Birmingham	MI	48009
bec & sam's	146 West Maple Road	Birmingham	MI	48009
Beyond Juice	270 West Maple Road	Birmingham	MI	48009
Birmingham Community Hourse	380 South Bates Street	Birmingham	MI	48009
Birmingham Computer	55 West Maple Road	Birmingham	MI	48009
Birmingham Geek	195 West Maple Road	Birmingham	MI	48009
Birmingham Gemological Svc., Ltd.	251 Merrill Street	Birmingham	MI	48009
Birmingham Historical Museum & Parks	556 West Maple Road	Birmingham	MI	48009
Birmingham Historical Society	556 West Maple Road	Birmingham	MI	48009
Birmingham Medical	180 East Brown Street	Birmingham	MI	48009
Bitonti's	555 South Old Woodward Avenue	Birmingham	MI	48009
Blockbuster Video	494 South Old Woodward Avenue	Birmingham	MI	48009
Blu Arch Collection	142 West Maple Road	Birmingham	MI	48009
Brogan & Partners	325 South Old Woodward Avenue	Birmingham	MI	48009
Bunny Miller-Shaw, MSW, BCD	55 West Maple Road	Birmingham	MI	48009
Carlson, Gaskey and Olds, PC	400 West Maple Road	Birmingham	MI	48009
Caruso, Caruso	166 West Maple Road	Birmingham	MI	48009
CB Richard Ellis, Inc.	2000 Town Center	Southfield	MI	48075-1239
Ceresnie & Offen Fur Group	181 South Old Woodward Avenue	Birmingham	MI	48009
Chase Bank	200 South Old Woodward Avenue	Birmingham	MI	48009
Churchill's Fine Cigars & Executive Gifts	142 South Old Woodward Avenue	Birmingham	MI	48009
Cicchini Custom Clothier	180 South Old Woodward Avenue	Birmingham	MI	48009
Cold Stone Creamery	108 South Old Woodward Avenue	Birmingham	MI	48008
Coldwell Banker Schweitzer Real Estate	500 South Old Woodward Avenue	Birmingham	MI	48009
Complex Boutique	168 West Maple Road	Birmingham	MI	48009
Complex Boutique, LLC	168 West Maple Road	Birmingham	MI	48009
Crimson Rose Antiques	205 Pierce Street	Birmingham	MI	48009
CVS/Pharmacy	444 South Old Woodward Avenue	Birmingham	MI	48009

City of Birmingham
Event Notification List 2015

DAvenue's Barber Pole	357 South Old Woodward Avenue	Birmingham	MI	48009
David Tisdale & Co.	5657 West Maple Road	West Bloomfield	MI	48322
David Wachler & Sons Jewelers	100 South Old Woodward Avenue	Birmingham	MI	48009
Dede and Jim Taylor Antiques	251 Merrill Street	Birmingham	MI	48009
DeWinter's Antiques Art Gallery	251 Merrill Street	Birmingham	MI	48009
Dick O' Dow's	160 West Maple Road	Birmingham	MI	48009
Double Up	124 South Old Woodward Avenue	Birmingham	MI	48009
Downtown Publications	124 West Maple Road	Birmingham	MI	48009
Downtown Publications	124 West Maple Road	Birmingham	MI	48009
Downtown Publications	124 West Maple Road	Birmingham	MI	48009
Edward Sharer Trust	18855 Warwick Street	Beverly Hills	MI	48025
Ehrlich Foley & Serwer, PC	280 West Maple Road	Birmingham	MI	48009
Ehrlich, Foley & Serwer, P.C.	280 West Maple Road	Birmingham	MI	48009
Einstein Bros. Bagels	176 South Old Woodward Avenue	Birmingham	MI	48009
Elie's Mediterranean Cuisine	263 Pierce Street	Birmingham	MI	48009
Elm Design	299 West Maple Road	Birmingham	MI	48009
Esshaki Properties	280 West Maple Road	Birmingham	MI	48009
First Place Bank	479 South Old Woodward Avenue	Birmingham	MI	48009
Force Internationale	55 West Maple Road	Birmingham	MI	48009
Foreign Currency Exchange Services, L.L.C.	251 East Merrill Street	Birmingham	MI	48009
Frank's Shoe Service	360 South Old Woodward Avenue	Birmingham	MI	48009
Friedman Real Estate Group, Inc.	34975 West Twelve Mile Road	Birmingham	MI	48331
Friends of Birmingham Historical Museum & Park	556 West Maple Road	Birmingham	MI	48009
Gem Piero Gallery	135 Pierce Street	Birmingham	MI	48009
George Mitchell Cleaners	458 South Old Woodward Avenue	Birmingham	MI	48009
Green's Art Supply	400 South Old Woodward Avenue	Birmingham	MI	48009
Grinstein Jewelry & Design	162 South Old Woodward Avenue	Birmingham	MI	48009
Group, L.L.C.	280 West Maple Road	Birmingham	MI	48009
Harp's Lingerie	265 South Old Woodward Avenue	Birmingham	MI	48009
Harris Marketing Group	102 Pierce Street	Birmingham	MI	48009
Heartwear Designs	235 South Old Woodward Avenue	Birmingham	MI	48009
House of Renew	251 Merrill Street	Birmingham	MI	48009
Integra Realty Resources	400 West Maple Road	Birmingham	MI	48009
J. P. Equities, L.L.C.	280 West Maple Road	Birmingham	MI	48009

City of Birmingham
Event Notification List 2015

James & Joan Moriarity, Ph. D.	55 West Maple Road	Birmingham	MI	48009
Jeffrey King Interiors	166 West Maple Avenue	Birmingham	MI	48009
Jennings Travel Service, Inc.	629 Purdy	Birmingham	MI	48009
Jonny Kest Center for Yoga	555 South Old Woodward Avenue	Birmingham	MI	48009
La Belle Provence	185 West Maple Road	Birmingham	MI	48009
Lexi Drew	215 West Maple Road	Birmingham	MI	48009
Ligne Roset	255 South Old Woodward Avenue	Birmingham	MI	48009
Linda Dresner	299 West Maple Road	Birmingham	MI	48009
Lindamood-Bell Learning Processes	148 Pierce Street	Birmingham	MI	48009
Lita Zimmel, MSW, ACSW	139 West Maple Road	Birmingham	MI	48009
lucy	137 West Maple Road	Birmingham	MI	48009
MAALOUF Salon	387 South Old Woodward Avenue	Birmingham	MI	48009
Max & Erma's	250 Merrill Street	Birmingham	MI	48009
McCann Erickson Advertising	360 West Maple Road	Birmingham	MI	48009
McCann Erickson Advertising	360 West Maple Road	Birmingham	MI	48009
McCann Erickson Advertising	360 West Maple Road	Birmingham	MI	48009
Merrillwood Barbers	251 Merrill Street	Birmingham	MI	48009
Michael J. Dul & Associates, Inc.	212 Daines	Birmingham	MI	48009
Mountain King	469 South Old Woodward Avenue	Birmingham	MI	48009
Mount-N-Repair	205 Pierce Street	Birmingham	MI	48009
Nahla's Place	205 Pierce Street	Birmingham	MI	48009
Occupant	240 Daines	Birmingham	MI	48009
Occupant	564 Purdy	Birmingham	MI	48009
Occupant	588 Purdy	Birmingham	MI	48009
Occupant	608 Purdy	Birmingham	MI	48009
Occupant	625 Purdy	Birmingham	MI	48009
Occupant	639 Purdy	Birmingham	MI	48009
Occupant	649 Purdy	Birmingham	MI	48009
Occupant	653 Purdy	Birmingham	MI	48009
Occupant	657 Purdy	Birmingham	MI	48009
Occupant	659 Purdy	Birmingham	MI	48009
Occupant	663 Purdy	Birmingham	MI	48009
Occupant	675 Purdy	Birmingham	MI	48009
Old World Olive Press	282 West Maple Road	Birmingham	MI	48009

City of Birmingham
Event Notification List 2015

Oliver's Trendz	138 West Maple Road	Birmingham	MI	48009
One In A Million	251 Merrill Street	Birmingham	MI	48009
OPTIK Birmingham	245 West Maple Road	Birmingham	MI	48009
Paramount Bank	1732 West Maple Road	Birmingham	MI	48009
Pete's Body Shop-Personal Training Studio	555 South Old Woodward Avenue	Birmingham	MI	48009
Petoskey PlaStics	231 South Old Woodward Avenue	Birmingham	MI	48009
Phoenicia	588 South Old Woodward Avenue	Birmingham	MI	48009
Pinestone Properties L.L.C.	271 West Maple Road	Birmingham	MI	48009
Pink Pump	150 West Maple Road	Birmingham	MI	48009
Posh Couture	180 Pierce Street	Birmingham	MI	48009
Quatrine Custom Furniture	254 West Maple Road	Birmingham	MI	48009
Radiance Medspa	373 South Old Woodward Avenue	Birmingham	MI	48009
Rariden Schumacher Mio & Co.	231 South Old Woodward Avenue	Birmingham	MI	48009
Revive	154 West Maple Road	Birmingham	MI	48009
Roots	211 West Maple Road	Birmingham	MI	48009
Sachse Construction	260 East Brown Street	Birmingham	MI	48009
SEE Eyewear	160 South Old Woodward Avenue	Birmingham	MI	48009
Shades Optical	193 West Maple Road	Birmingham	MI	48009
Sonia Pone, MSW, BCD	139 West Maple Road	Birmingham	MI	48009
Sperry Van Ness	400 West Maple Road	Birmingham	MI	48009
Sperry Van Ness	400 West Maple Road	Birmingham	MI	48009
St. James Episcopal Church	355 West Maple Road	Birmingham	MI	48009
Stacey Leuliette gracious living	235 Pierce Street	Birmingham	MI	48009
Starbucks Coffee Co.	135 South Old Woodward Avenue	Birmingham	MI	48009
Steven M. Morris, MD	280 West Maple Road	Birmingham	MI	48009
Streetside Seafood	273 Pierce Street	Birmingham	MI	48009
suhm-thing	122 West Maple Road	Birmingham	MI	48009
Sweet Earth	141 West Maple Road	Birmingham	MI	48009
Teacups & Toys A Pet Boutique	271 Merrill Street	Birmingham	MI	48009
Tender	271 West Maple Road	Birmingham	MI	48009
Tender	271 West Maple Road	Birmingham	MI	48009
The Annex	534 North Old Woodward Avenue	Birmingham	MI	48009
The Barber Pole	164 South Old Woodward Avenue	Birmingham	MI	48009
The Birmingham Tailor	137 West Maple Road	Birmingham	MI	48009

City of Birmingham
Event Notification List 2015

The Custom shop Clothiers	223 South Old Woodward Avenue	Birmingham	MI	48009
The Jungle Room	124 South Old Woodward Avenue	Birmingham	MI	48009
The Knitting Room	251 Merrill Street	Birmingham	MI	48009
The Sports Gallery, Inc.	255 East Brown Street	Birmingham	MI	48009
The Townsend Hotel	100 Townsend Street	Birmingham	MI	48009
The Varsity Shop	277 Pierce Street	Birmingham	MI	48009
The Velmeir Companies	5757 West Maple Road	West Bloomfield	MI	48322
Toast	203 Pierce Street	Birmingham	MI	48009
Todd's Room	239 Pierce Street	Birmingham	MI	48009
Tri State Real Estate	1985 West Big Beaver	Troy	MI	48089
Uniprop	280 Daines	Birmingham	MI	48009
Universal Watch & Jewelry Company	177 South Old Woodward Avenue	Birmingham	MI	48009
Vacation Finance	255 East Brown Street	Birmingham	MI	48009
Zumba Mexican Grille	163 West Maple Road	Birmingham	MI	48009

Common Ground

helping people move from crisis to hope

Common Ground is a nonprofit agency dedicated to helping people move from crisis to hope. The agency's programs throughout Oakland and Genesee Counties are a lifeline for runaway and homeless youths, families in crisis, victims of crime, people with mental illness and others in critical situations. Common Ground serves more than 50,000 individuals each year and is supported in part by state and federal grants, contracts, individual and corporate contributions, foundation grants, special events, the Oakland County Community Mental Health Authority, Genesee County Community Mental Health and United Way for Southeastern Michigan. Most of its services are free of charge and 93 percent of the funds received go to direct service. Common Ground's programs and services are divided into three distinct impact areas: Responding to crisis, providing safety and advocacy, and building communities of support. Here is a sampling of these programs and services:

• **Crisis and Resource Helpline** is available 24-hours per day, 365 days per year. Trained staff and volunteers provide over-the-phone crisis intervention counseling, information and referrals.

• **The Street Outreach Program** makes connections with homeless and at-risk youth. Case management and referral services are provided by counselors and peer mentors to youths on the streets, at home, in school, police stations and medical facilities. The program also provides supportive services in the areas of homelessness, depression, suicide, sexually transmitted infections, substance abuse, date rape, birth control, educational assistance, job placement, food and clothing.

• **Victim Assistance Program** provides 24-hour access to counselors and advocates for victims of crime, domestic and sexual abuse, and workplace violence.

• **Crisis Residential Units** provide short-term voluntary psychiatric care for adults that includes medical supervision, nursing and discharge planning. These services are designed to support stabilization, reduce symptoms, restore function and prevent additional functional impairment, with the goal of transitioning to a less-restrictive level of care.

• **The Sanctuary**, a free and safe 24-hour shelter, provides 3-week voluntary residential counseling to runaways and youths in crisis between the ages of 10-17, with the goal of reuniting youths with their families.

• **A Step Forward** is a safe and home-like transitional living shelter for homeless youths ages 16-21, who are seeking self-sufficiency. The program provides counseling, job training, career development, educational assistance, financial subsidies and medical assistance for up to 21 months.

• **Survivors of Suicide Support Group** is a bi-monthly free 12-week program available to all surviving family, friends and work colleagues of the person who ended their life through suicide.

• **Survivors of Homicide Support Group** is a bi-monthly free 12-week group available to all surviving family, friends and work colleagues of the homicide victim.

• **Growth and Healing Support Group** provides support for young women ages 14-17 who have been victims of sexual assault and/or abuse.

• **SaYes Theatre Troupe** is a prevention-based theater program comprised of trained Peer Mentors, ages 15-25. The group presents live performances on issues facing children, teens, young adults and families. Topics include peer pressure, bullying, teasing, substance abuse, dating violence, conflict resolution, stress and others.

Welcome to...
Common Ground's 38th Annual
Birmingham Street Art Fair
September 22 & 23
www.BirminghamStreetArtFair.com
Saturday, 10am – 6pm
Sunday, 10am – 5pm
Featuring the handmade artwork of more than 150 juried artists
On Old Woodward south of Maple Road in downtown Birmingham
The Birmingham Street Art Fair supports the important work of Common Ground.
CommonGroundHelps.org
Common Ground
Produced in association with
Guild
PRESENTING SPONSOR
SUBURBAN

DEPARTMENT APPROVALS

EVENT NAME **Birmingham Street Art Fair**

LICENSE NUMBER **#15-00010203**

COMMISSION HEARING DATE: **Dec. 8, 2014**

NOTE TO STAFF: Please submit approval by **November 7, 2014**

DATE OF EVENT: **Sept. 19-20, 2015**

DEPARTMENT	APPROVED	COMMENTS	PERMITS REQUIRED (Must be obtained directly from individual departments)	ESTIMATED COSTS (Must be paid two weeks prior to the event. License will not be issued if unpaid.)	ACTUAL COSTS (Event will be invoiced by the Clerk's office after the event)
BUILDING **101-000.000.634.0005** 248.530.1850	Ken Cooper	1 Tents in excess of 200 square feet and canopies over 400 square feet require permits. 2. All tents/canopies must be flame resistant with certification. 3. No smoking inside any tent or canopy. Signs to be posted. 4. Tents or canopies must be secured with sandbags, weights, or water ballast. 5. Tents and canopies must be located per the approved layout.		$316.16	
FIRE **101-000.000-634.0004** 248.530.1900	LKB	1. No Smoking in any tents or canopy. Signs to be posted. 2. All tents and canopies must be flame resistant with certificate on site. 3. No open flame or devices emitting flame, fire or heat in any tents. Cooking devices shall not be permitted within 20 feet of the tents. 4. Tents and Canopies must be properly anchored for the weather conditions, no stakes allowed. 5. Clear Fire Department access of 12 foot aisles must be maintained, no		$75	

		tents, canopies or other obstructions in the 12 foot access aisles unless approved by the Fire Marshal. 6. Pre-event site inspection required. 7. A prescheduled inspection is required for food vendors through the Bldg. dept. prior to opening. 8. All food vendors are required to have an approved 5lbs. multi-purpose (ABC) fire extinguisher on site and accessible. 9. Cords, hoses, etc. shall be matted to prevent trip hazards. 10. Exits must be clearly marked in tents/structures with an occupant load over 50 people. 11. Paramedics will respond from the fire station as needed. Dial 911 for fire/rescue/medical emergencies. 12. A permit is required for Fire hydrant usage. 13. Do Not obstruct fire hydrants or fire sprinkler connections on buildings. 14. Provide protective barriers between hot surfaces and the public..			
POLICE **101-000.000.634.0003** 248.530.1870	TK	Personnel and Barricades		$1,660.00	
PUBLIC SERVICES **101-000.000-634.0002** 248.530.1642	CF			$1,300 Trash, Equipment	
ENGINEERING **101-000.000.634.0002** 248.530.1839	BC	Maintain 5' clear pedestrian pathway on sidewalks. No pavement damage allowed for barricades, tents or other temporary installations.		$0	
INSURANCE 248.530.1807		Insurance due two weeks prior to event.			

CLERK **101-000.000-614.0000** 248.530.1803		Notification letters mailed by applicant on **11/21/14**. Notification addresses on file in the Clerk's Office. Evidence of required insurance must be on file with the Clerk's Office no later than **9/5/15**.	Applications for vendors license must be submitted no later than **9/5/15.**	$165 pd	
				TOTAL DEPOSIT REQUIRED **$3351.16**	**ACTUAL COST**

FOR CLERK'S OFFICE USE

Deposit paid _____

Actual Cost _____

Due/Refund_____

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