



CITY OF MANTECA

COMMUNITY DEVELOPMENT DEPARTMENT

March 8, 2018

Virginia Camacho
Manteca Convention and Visitor's Bureau
P.O. Box 1257
Manteca, CA 95336

SUBJECT: TEMPORARY USE PERMIT 18--012: CROSSROADS STREET FAIRE

Dear Mrs. Camacho:

The City of Manteca Planning Division has reviewed your Temporary Use Permit application for Crossroads Street Faire, located at the intersection of Yosemite Avenue and Main St. Your project application for the event has been deemed complete and approved with the following conditions:

Parks and Recreation Department

1. Parks provided comments on the Permit application for parade, assembly or other event on public streets, sidewalks, parks/grounds. These comments shall apply to this TUP.

If you have questions or need supplemental information regarding this letter, you can reach Toben Barnum at (209) 456-8517 or tbarnum@ci.manteca.ca.us

Sincerely,

Greg Showerman
Community Development Director



CITY OF MANTECA, COMMUNITY DEVELOPMENT
 1001 W. Center Street, Manteca, CA 95337
 Main Line: (209) 456-8500: Fax: (209) 923-8949
 Email: planning@ci.manteca.ca.us Website: www.ci.manteca.ca.us

Application Date: 12.26.17 Application Number: _____

MANTECA CONVENTION & VISITORS BUREAU - VIRGINIA CAMACHO

Applicant's Name: POB 1257 Business Name: MANTECA, CA. 95334 Telephone: 209.923.7229
 Applicant's Address: LIBRARY PARK & DOWNTOWN - YOKEMITE TO MAIN TO CENTER City, State, Zip: _____

Location of Activity: MANTECA PROMOTION Date & Time of Activity: FROM: APRIL 6, 2018 5PM TO: APRIL 8, 2018, 8PM

Description of Activity: PRODUCE FAIR TO PROMOTE MANTECA AND RAISE FUNDS TO SUPPORT MCOB.

Property Owner's Name _____

Property Owner's Address _____ City, State, Zip _____ Telephone _____

Statement of Ownership or Authorization of Agent

(check one item)

I, the undersigned, am (one of) the legal owner(s) of the land specified in this application.

I, do hereby authorized and empower _____ (agent) to act on my behalf on all matters relating to this application.

Signature

Date

Address _____ City, State, Zip _____ Telephone _____

In making this application, the undersigned agrees that the above information is true and that all conditions will be met.

Applicant's Signature _____ Date _____

****For Office Use Only****

\$250 Cleaning Deposit Required
(Christmas Tree Lots Only)

Receipt No: _____ Date Received: _____

Approved By: _____ Date: _____

Conditions of the Temporary Use Permit

(Please initial all boxes agreeing to comply with all applicable conditions.)

- This Temporary Use Permit is only valid for the dates and times listed on this application.
- Proper building permits shall be obtained for all electrical and structural work through the City of Manteca Building Safety Division at (209) 456-8550.
- All related debris shall be removed from the site upon termination of the use.
- Applicant will provide traffic controls and parking as required by the Public Works Department and the Police Department prior to the event.
- Appropriate permits shall be secured from the San Joaquin County Health Department.
- Emergency vehicle access shall be maintained at all times.
- The placement of merchandise, signs and accessory vehicles/equipment shall not impede traffic circulation of the parking lot or create traffic conditions on _____
- Proposed activity shall not interfere with existing accessibility features (e.g. accessible parking spaces).
- Applicant shall provide an accessible path of travel from the proposed event site to the public street, accessible parking space and to the accessible restroom facility, if applicable. The accessible route shall, to the maximum extent feasible, coincide with the route for the general public. CBC Section 1114B.1.2. Clearly show accessible path of travel on the site plan.
- If parking will be provided, applicant shall provide an accessible parking space.
- If restroom facilities will be provided, applicant shall provide an accessible restroom.
- All gates shall meet all applicable specifications for doors, and shall comply with the following:
 - Bottom 10" of door/gate has a smooth uninterrupted surface that allows door/gate to be opened by a wheelchair footrest without creating trap or hazardous condition.
 - Effort to operate door/gate is 5 pounds max pressure.
 - Latching and locking doors/gates that are hand operated and which are in a path of travel are operable by lever type, panic bars, and push-pull activating bars.
 - Opening hardware is centered between 30" to 44" above finish floor.
 - There shall be a floor or landing on each side of a door/gate, and must be level and clear. Level area in the direction of the door swing is a minimum of 60".
- Applicant shall be responsible for contacting all affected agencies and for the timely payment of all applicable fees associated with this project.
- Applicant shall be responsible for contacting all appropriate utility companies to obtain agreements for extension and/or relocation of services necessary for the proposed development.
- Appropriate direction signs, barricades or fences shall be provided as necessary.
- Applicant shall obtain a valid City business license.
- A water permit and hydrant meter shall be obtained from the Public Works Department. (209) 456-8585
- An acceptable path of egress to the public right-of-way shall be maintained at all time.
- Lessor shall not be responsible or liable for any loss or injury, or damage occurring to Lessee or to the property of Lessee or to third persons, or the property of third persons, in, about, or on said leased premises, no matter how occurring and Lessee will save Lessor harmless for or on account of any loss, injury or damage to any person or persons or their property occurring therein, or resulting from Lessee's operation thereof. Prior to the use of Property, Lessee shall obtain and maintain in force at its sole cost and expense, the following insurance coverage—Comprehensive General and Automobile Liability Insurance (covering use of owned, non-owned, or hired vehicles) with limits of \$1,000,000 per occurrence, Property Damage--\$300,000 per occurrence. Such insurance shall contain provisions insuring the City of Manteca, elected officials, employees, agents, and volunteers as insureds. Such insurance shall be primary to any liability insurance carried by the Lessor. Pursuant to California Government Code Section 818.4, a public entity is not liable for an injury caused by the issuance, denial, suspension or revocation of, or by the failure of refusal to issue, deny, suspend or revoke, any permit, license, certificate, approval, order, or similar authorization where the public entity or an employee of the public entity is authorized by enactment to determine whether or not such authorization should be issued, denied, suspended or revoked.
- Other: _____
- Other: _____
- Other: _____
- Other: _____



Manteca Crossroads Street Faire

www.visitmanteca.net

P.O. Box 1257

(209) 823-7229

~~JAN. 8, 2019~~
~~November 17, 2017~~

Mr. Mayor Stephen Debrum
1001 W. Center Street
Manteca, Ca 95337

Dear Mr. Mayor Stephen Debrum,

We appreciate your support and promotion of Manteca. As you know, our "Family City" is gearing up to extend another warm welcome to thousands of visitors the first weekend of April. We ask for your help, and are thankful for your support, while our Manteca Crossroads Street Faire welcomes nearly 70,000 people, generating an economic boost for our businesses, community, and the City of Manteca.

The faire ushers in Manteca's most lucrative financial quarter, with funds from hotel stays, sales tax, and revenue from visitor-related services and products reaching new heights. According to City of Manteca sales tax records, fourth quarter demonstrates the increase in sales tax generated by food products, restaurants, drug stores, and miscellaneous retail, all areas directly impacted by the surge of visitors.

Our faire's impact on our community goes beyond the financial gain. Any discussion of faire benefits for Manteca must include the fact that our faire supports local non-profit groups. We regularly sponsor community groups, such as CERTS, SHARP, JROTC, Relay for Life, Explorers, and Boy Scouts Troop 432. These groups lend a hand at the faire; in turn, these nonprofits receive a monetary donation and the opportunity to introduce themselves to our community, so they can grow in membership and support.

With so many visitors about to ignite our fourth-quarter economy, yet again, it is critical Manteca performs at its best. These are things you and city staff can do to help:

- Waive city-related fees for faire, carnival, and faire kick-off events, including fees for carnival business license.
- Block streets to secure faire, and related events, keeping faire safe and productive for Manteca.
- Inform residents of faire, carnival, and kick-off events via city water bill mailing.
- Provide and manage electronic traffic sign during faire.



Manteca Convention and Visitors Bureau
POB 1257
Manteca, CA 95336
209-823-7229
www.visitmanteca.net

Mr. Tim Ogden
City Manager
City of Manteca
1000 W. Center Street
Manteca, CA 95336

RE: 2018 Manteca Crossroads Street Faire

March 5, 2018

Dear Tim,

Thank you for orchestrating the meeting with community representatives and Manteca Convention and Visitors Bureau/Manteca Crossroads Street Faire. We listened to community comments for the MCVB to do more. We hope the City sees the need to again fund MCVB operations.

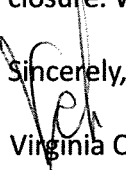
The MCVB, through the Street Faire, has positioned Manteca as "Top 10." With faire vendors and guests consistently voting Manteca as the premier destination for family fun and entertainment, this event is Manteca's showcase of the year.

There are just a few things left for the City to do to help make this Manteca's best event ever:

- Waive garbage fees.
- Waive park rental fees.
- Close additional streets, Yosemite and Main to N. Lincoln, for car and motorcycle show.
- Process the Temporary Use Permit (see \$568 check enclosed).

Thank you for your help accomplishing these tasks, and for finalizing approval of street closure. We Look forward to another fabulous faire for Manteca!

Sincerely,


Virginia Camacho
President and CEO
MCVB/MCSF
Info@visitmanteca.net



Manteca Crossroads Street Faire

www.visitmanteca.net

P.O. Box 1257

(209) 823-7229

~~November 17, 2017~~
JAN. 8, 2019

Mr. Mayor Stephen Debrum
1001 W. Center Street
Manteca, Ca 95337

Dear Mr. Mayor Stephen Debrum,

We appreciate your support and promotion of Manteca. As you know, our "Family City" is gearing up to extend another warm welcome to thousands of visitors the first weekend of April. We ask for your help, and are thankful for your support, while our Manteca Crossroads Street Faire welcomes nearly 70,000 people, generating an economic boost for our businesses, community, and the City of Manteca.

The faire ushers in Manteca's most lucrative financial quarter, with funds from hotel stays, sales tax, and revenue from visitor-related services and products reaching new heights. According to City of Manteca sales tax records, fourth quarter demonstrates the increase in sales tax generated by food products, restaurants, drug stores, and miscellaneous retail, all areas directly impacted by the surge of visitors.

Our faire's impact on our community goes beyond the financial gain. Any discussion of faire benefits for Manteca must include the fact that our faire supports local non-profit groups. We regularly sponsor community groups, such as CERTS, SHARP, JROTC, Relay for Life, Explorers, and Boy Scouts Troop 432. These groups lend a hand at the faire; in turn, these nonprofits receive a monetary donation and the opportunity to introduce themselves to our community, so they can grow in membership and support.

With so many visitors about to ignite our fourth-quarter economy, yet again, it is critical Manteca performs at its best. These are things you and city staff can do to help:

- Waive city-related fees for faire, carnival, and faire kick-off events, including fees for carnival business license.
- Block streets to secure faire, and related events, keeping faire safe and productive for Manteca.
- Inform residents of faire, carnival, and kick-off events via city water bill mailing.
- Provide and manage electronic traffic sign during faire.

- Add faire and MCVB website link to city website.
- Review and facilitate improvements of condition of roads and alleys, to prevent injuries to guests.
- Write a letter to welcome faire guests to Manteca, for publication in local newspapers and to feature on our website.
- Open water fountain for two days.
- Enlist fire department to have fire fighter provide water fun for children, using fire hose.

Your leadership of Manteca, in support of our event, ensures that our community benefits from a windfall of visitors' dollars netted by the faire. Vendors, residents, and local businesses commend MCVB efforts for over 20 years of faire success. According to Steve Lewis, of Manteca Bed Quarters, "The street faire, like any event held in downtown Manteca, is a wonderful venue to bring people to downtown. Anything that drives potential customers to downtown is a good thing." We agree with this merchant when he states, "Event creates attention to Manteca for visitors to see and experience our city, as well as expand customer base for Bed Quarters."

Thank you, Mr. Mayor, for careful consideration of what you can do to help bring visitors and businesses the best faire experience ever. The MCVB/MCSF team is grateful and designates booths to showcase city departments at the faire as appreciation of Manteca's support.

Please call us, 209-823-7229, with any questions about how we can work together towards the best ever Manteca Crossroads Street Faire. We are happy to make a presentation to the City Council, if needed.

Sincerely,

Virginia Camacho

Mishelle Neverson

Corazon Giles-Mendoza

Virginia Camacho, President & CEO MCSF/MCVB

Mishelle Neverson, MCSF Chair

Corazon Giles-Mendoza, MCVB Chair



Manteca Crossroads Street Faire
www.visitmanteca.net
P.O. Box 1257
(209) 823-7229

Dear Friend,

It's time to join a fabulous Manteca tradition! Our "Top-10 Faire" attracts 70,000 visitors to enjoy unique foods, festivities, and our "Family City" charm.

Manteca Crossroads Street Faire
April 7 & 8, 2018
Saturday and Sunday: 10 a.m. - 5 p.m.
Downtown, Yosemite Ave/Main Street

Plus: "Dance for Life" - 1950s Bebop and Benefit
Friday Night, April 6, at Wilson Park, 5 - 10 p.m.
Faire Kick-off Party co-produced with Relay for Life
Live Music by Rick and the Rockets

& As Always: Fabulous Faire Entertainment
Silvermoon Crystal Image Latin Magic Torres Band
Check website, www.visitmanteca.net, for schedule.

Extended Hours: Saturday Night Out, 5 - 10 p.m.
Join us after the faire, Saturday night, for extended Beer & Wine Garden hours. Enjoy your favorite faire beverages, treats, and more live music.

We have opportunities for vendors, sponsors, and volunteers. Whether you plan to market your business or lend a hand, we welcome you.

We also invite students to participate as youth entrepreneurs to show off talents, whether they bake, craft, build, or perform.

Act now to take advantage of this amazing opportunity! Sign up online at www.visitmanteca.net, or call (209) 823-7229.

With hopes of welcoming you to our faire,

Virginia Camacho

Virginia Camacho, President & CEO MCSF/MCVB

Mishelle Neverson

Mishelle Neverson, MCSF Chair

Corazon Giles-Mendoza

Corazon Giles-Mendoza, MCVB Chair



PROJECT REFERRAL/ROUTING SHEET

DATE: 03/08/2018

To: **City of Manteca Planning Division**
1001 W. Center Street
Manteca, CA 95337

FROM: Parks and Recreation Department
(Department or Agency)

Contact Person: Michael Rosales Phone: 456-8615

Project Title: TUP 18-012 Crossroads Street Faire

RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.



WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. ~~(SEE ATTACHED MEMO)~~

PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).

Comments:

1. Parks provided comments on the Permit application for parade, assembly or other event on public streets, sidewalks, parks/grounds. These comments shall apply to this TUP.



PROJECT REFERRAL/ROUTING SHEET

DATE: 1/31/18

To: City of Manteca Planning Division
1001 W. Center Street
Manteca, CA 95337

FROM: CDD
(Department or Agency)

Contact Person: Brian Phone: 9567

Project Title: TUP 18-012 Crossroads Street Faire

RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).

PLEASE ROUTE VIA OUTLOOK IN FUTURE
IT'S HELPFUL FOR TRACKING/MANAGEMENT.
THANK YOU!



PROJECT REFERRAL/ROUTING SHEET

RECEIVED

JAN 31 2018

COMMUNITY DEVELOPMENT
DEPARTMENT

DATE: 1-30-18

To: City of Manteca Planning Division
1001 W. Center Street
Manteca, CA 95337

FROM: P.D.
(Department or Agency)

Contact Person: Scott Cunningham

Phone: 8281

Project Title: TUP 18-012 Crossroads Street Faire

RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).



PROJECT REFERRAL/ROUTING SHEET

DATE: 2/5/18

To: **City of Manteca Planning Division**
1001 W. Center Street
Manteca, CA 95337

FROM: FIRE
(Department or Agency)

Contact Person: L. Rey Phone: x8347

Project Title: TUP 18-012 Crossroads Street Faire

RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).



PROJECT REFERRAL/ROUTING SHEET

DATE: 2/9/2018

To: City of Manteca Planning Division
1001 W. Center Street
Manteca, CA 95337

FROM: P.W.
(Department or Agency)

Contact Person: Koosun Kim Phone: 8419

Project Title: TUP 18-012 Crossroads Street Faire

RESPONSE:

WE HAVE REVIEWED THIS PROPOSED PROJECT AND HAVE NO COMMENTS OR REQUIREMENTS.

WE HAVE REVIEWED THIS PROPOSED PROJECT AND REQUEST THE FOLLOWING CONDITIONS OF APPROVAL. (SEE ATTACHED MEMO)

PLEASE ATTACH YOUR COMMENTS (EMAIL YOUR COMMENTS TO THE PROJECT PLANNER IF POSSIBLE).

CITY OF MANTECA

PERMIT APPLICATION FOR PARADE, ASSEMBLY OR OTHER EVENT
ON PUBLIC STREETS, SIDEWALKS, PARKS/GROUNDS

Date: January 24, 2018

NAME: **Virginia Camacho** **Manteca Convention & Visitors Bureau**
Officer (Organization/Group) *Organization or Group Name*
MAILING ADDRESS: **PO Box 1257** **Manteca** **95337**
Street *City* *Zip Code*
TELEPHONE: **209-823-7229**

TYPE OF EVENT: **Crossroads Street Faire** DATE OF EVENT: **April 6 – April 8, 2018**
STARTING TIME: **5:00 PM, Fri. April 6, 2018** END OF EVENT: **8:00 PM, Sun., April 8, 2018**

INCLUDE A DESCRIPTION OF THE ROUTE AND/OR LOCATION OF EVENT

Friday: Manteca Ave. & Sycamore Ave. to Center St. Saturday: Oak St. Sunday: Yosemite and Main to Center St.

.....
FOR OFFICE USE ONLY

COMMUNITY DEVELOPMENT

PARKS & RECREATION

Date Reviewed:

Date Reviewed:

Approved By:

Approved By:

Comments: No comments on the event

Comments: A separate Facility Use because it does not take place on private Permit for use of Library and Wilson property. Parks has been turned in pending Insurance approval. Applicant must contact Cody Ross, Park Superintendent (209) 456-8613, 1 week prior to event to coordinate Park layout.

FIRE

PUBLIC WORKS

Date Reviewed:

Date Reviewed:

Approved By:

Approved By:

Comments: Maintain Access for fire Engines at all times minimum 20' wide.

Comments: Contact Streets Div. 456-8449 for traffic barricades two (2) weeks in advance.

POLICE/CODE ENFORCEMENT

Date Reviewed:

Posted in Newspaper:

Approved By:

Insurance Approved:

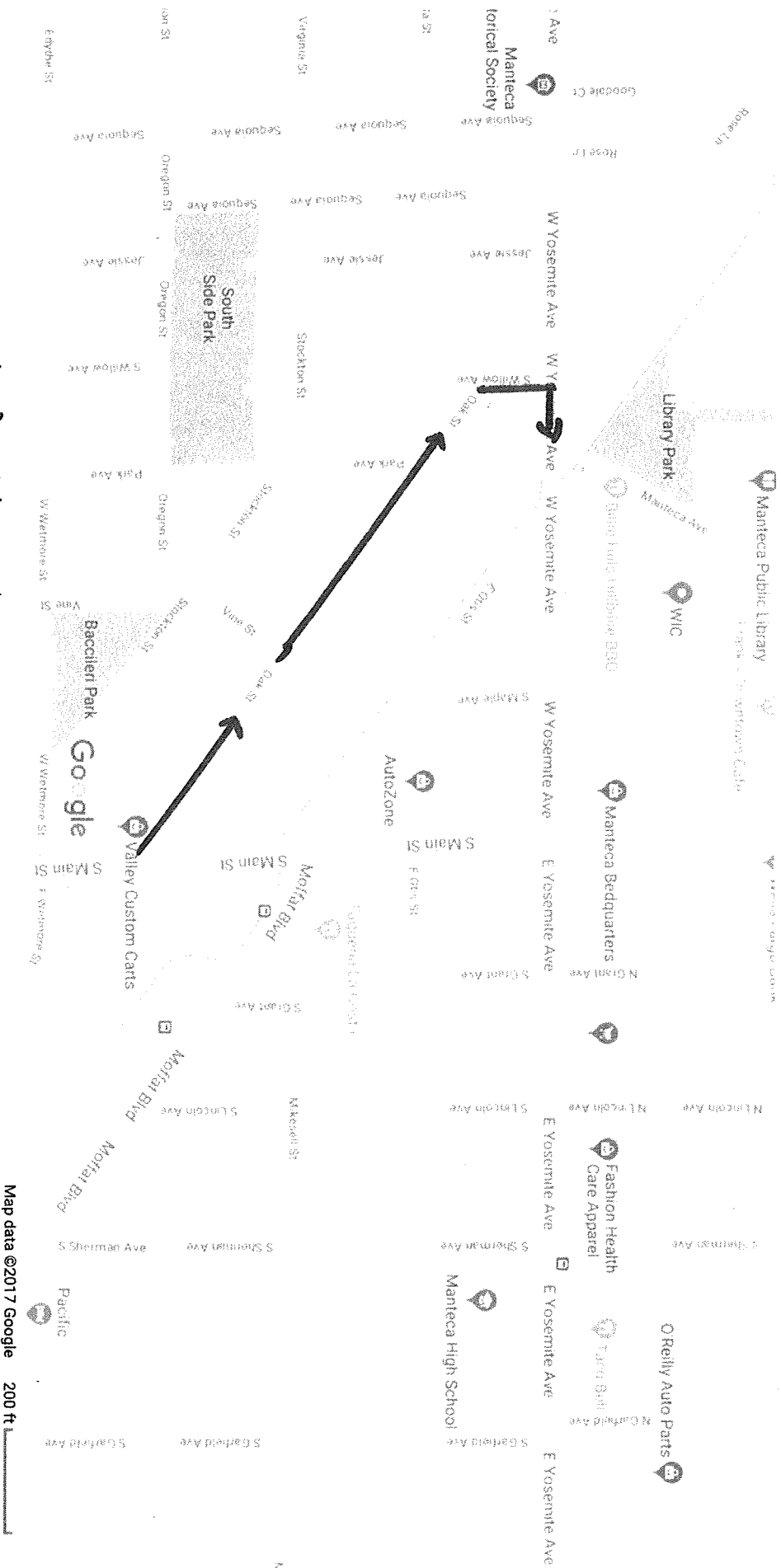
Comments: Maintain emergency access as needed for emergency vehicles and emergency response.

Letter approving event:

Alcohol Permit approved and posted in Newspaper:

Google Maps

SATURDAY 4AM - 10AM



VENDOR CHECK-IN

251 OAK STREET

5AM - 10AM SATURDAY, APRIL 7, 2018

STREET VENDORS: OAK STREET 4AM - 10AM
ANTHONY (LOXUUKS): NINE CT, FIVE AVE, 4 S. WILLOW TO OAK STREET.