

## Public Works Committee Report

**Agenda Item:** Discussion and possible action regarding Milton Farmers Market Application for Special Event  
**Meeting Date:** May 18, 2021  
**Presenter:** Jenny Salvo, City Clerk  
**Department:** City Hall

**Conformance with Strategic Plan:**

- Affordability & Financial Stability
- Safe, Inclusive, Welcoming Community
- Diverse Opportunities for Fun and Life-Long Learning
- High Performing Organization with Professional Staff
- Environment for Business Success with Thoughtful Growth and Development

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### Summary

Farmhouse Finds has requested a special event permit for the Milton Farmers Market planned for June 3<sup>rd</sup>, July 1<sup>st</sup>, and August 5<sup>th</sup> from 4:00 PM – 8:00 PM. The application includes closing Parkview Drive from Greenman Street to College Street from noon until 8:00 PM on the day of each event. By Ordinance, Sec. 54-67, approval is required by the Public Works Committee and Common Council since the event is held on public right-of-way or public premises.

### Analysis and Key Issues

Farmhouse Finds held the first Milton Farmers Market on May 6, 2021. The initial special event application permit included the “Car Cruise” and vendors to be set up in the Milton East Elementary School parking lot. Since the event was located on private property the application was reviewed and approved by staff.

The Car Cruise was set up in the public parking stalls on Parkview Drive instead due to issues with other cars parked in the Milton Elementary School parking lot. Tyler from Farmhouse Finds would like to continue using the public parking stalls in front of the businesses between Greenman Street and College Street. He indicated that closing Parkview Drive and providing a detour for vehicles will increase safety during the event allowing attendees to cross the street without oncoming traffic.

June 3<sup>rd</sup> is the last day of school for Milton East Elementary. Jennifer Cramer, Principal, is in support of the street closing and does not feel it will cause an issue for the school.

### Fiscal Impact

The event does require the use of City resources and labor for the time to provide and set-up barricades. This work will be performed by City crews during normal working hours as not to incur overtime.



**Attachments**

- Special Event Permit Request for Milton Farmers Market