

Board of Public Works and Safety

Agenda Item

Cover Sheet

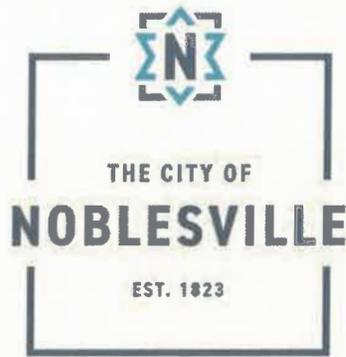
MEETING DATE: March 11, 2025

- Consent Agenda Item
- New Item for Discussion
- Previously Discussed Item
- Miscellaneous

ITEM #: 2

INITIATED BY: René Gulley

- Information Attached
- Verbal
- No Paperwork at Time of Packets



TO: Noblesville Board of Public Works and Safety
FROM: René Gulley, Operations Manager Street Department
SUBJECT: Board to consider parking reservations and alley activation for the annual Art Fair on the Square
DATE: March 11, 2025

Attached is a request from Ryan Shelton on behalf of Noblesville Creates. They are requesting to reserve eight (8) parking spaces around the Courthouse lawn for the annual Art Fair on the Square, presented by the Hamilton County Artists Association, on Saturday, May 10th from 8:00am to 6:00pm. These parking spaces will allow vendors to load and unload for set up on the Courthouse lawn. They are also requesting to activate the north, east, and south alleys for vendors with tents and tables.

The committee recommends the Board of Public Works approve this parking reservation and alley activation request.

Tiana Chamberlin

ENCOR-0037-2025

From: Sent on Behalf of Street Department <no-reply@egovnotices.com>
Sent: Tuesday, January 28, 2025 1:05 PM
To: Street Department
Subject: Special Event Encroachment Permit Submitted - Receipt #2025-Z5AGOA

EXTERNAL EMAIL - This email was sent by a person from outside your organization. Exercise caution when clicking links, opening attachments or taking further action, before validating its authenticity.



RECEIVED
JAN 28 2025
BY: TC

A citizen submitted the following information for one or more item(s) for which you are on the notification list. The information sent to the citizen is as follows.

Confirmation

Thank you for submitting an online Special Event Encroachment Permit. You will be contacted following a review of this application.

**This is required as part of the permit application.* Please email nsd@noblesville.in.gov with a map detailing the location of event (site map), and an event agenda or planned activities. If your event contains a program of various locations, your proposed route must also be attached.*

Confirmation: I agree to the terms and conditions listed above.

ENCROACHMENT LOCATION INFORMATION

Address or Special Event Location: North, South, & East Alleys, parking

APPLICANT CONTACT INFORMATION

Organization Name: Noblesville Creates
Contact Name: Ryan Shelton
Address: 107 S. 8th Street, Noblesville, IN 46060
Phone Number: 317-900-1272
Email: rshelton@noblesvillecreates.org
Non-Profit: Yes

EVENT LOGISTICS

Event Name: Art Fair on the Square
Type of Event: Cultural
If other, please explain:
What is the purpose of the event?: Art Fair on the Square allows artists to sell their original art.

The alleys are used for activities that enliven the experience for patrons.

Event Requirements (Click All That Apply): No Additional Requirements

Event Starting Date & Time: 05/10/2025 at 10:00:00 AM

Event Ending Date & Time: 05/10/2025 at 05:00:00 PM

Setup Date & Time: 05/10/2025 at 09:00:00 AM

Tear Down Date & Time: 05/10/2025 at 06:00:00 PM

Total number of anticipated participants (including volunteers, spectators, runners, etc):

50

Is this a first time event for you or the sponsoring organization at this location?: No

Do you plan to erect temporary structures such as stages, tents, booths, tables, bounce houses, etc for this event?: Yes

***If yes, please describe::** Tents would be used by some activities in the alleys

To stay up to date you can view the status of this item [here](#).

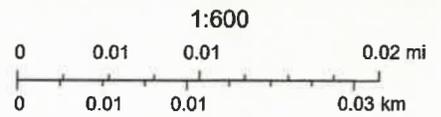
[Noblesville, IN](#)

Art Fair on The Square



2/11/2025, 1:26:26 PM

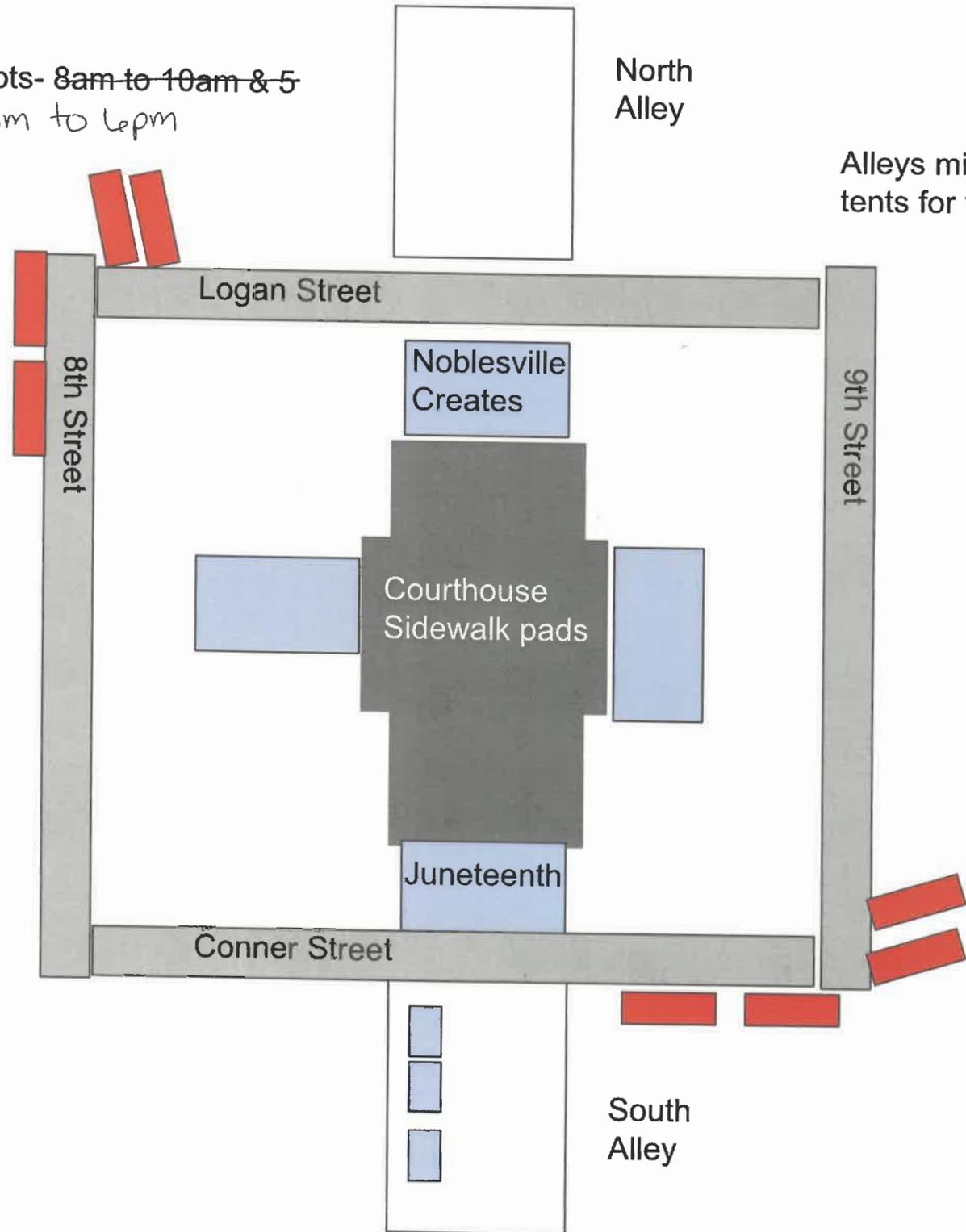
— HamCo911 - Centerlines



Reserved Parking Spots- 8am to 10am & 5 to 6pm
Edit - 8am to 6pm

North Alley

Alleys might have 10' by 10' tents for vendors or activities



8th Street

Logan Street

Noblesville Creates

Courthouse Sidewalk pads

Juneteenth

Conner Street

9th Street

East Alley

South Alley

No Street Closure