

Commission Letter #: 159-10

Commission Meeting of: 8/9/2010

RE: **Special Event – Woodward Dream Cruise – I.H.O.P – August 21, 2010**

July 29, 2010

The Honorable Mayor
and
Members of City Commission

International House of Pancakes/Trinity Restaurant Group (IHOP) is requesting permission to hold an outdoor food concession in their business parking lot located at 29202 Woodward. The event is to occur in conjunction with the "Woodward Dream Cruise" on Saturday, August 21, 2010.

The staff has had discussions involving details of the event with Robert Henderson, International House of Pancakes/Trinity Restaurant Group.

Listed below are the specifics of a proposed agreement between the City of Royal Oak and IHOP:

I. **Hours of Operation**

IHOP plans to set up for this event on Saturday, August 21st at approximately 5:30am. The actual event would be held from 8am to 9pm. Clean-up and break down will be performed by IHOP staff immediately following the event.

II. **Description of Event**

Organizers plan to sell pancakes, sausage, hamburgers, hot dogs, snacks, bottled water, soda and prepackaged snack foods to pedestrian traffic during the Woodward Dream Cruise. Organizers plan to grill foods outdoors on a portable barbeque grill. Two tents will be erected (one 10'x20' and one 10'x10') to cover food service and dining tables and the DJ/music area. Refuse barrels will be placed throughout the site for debris disposal.

III. **Parking Control**

Parking will be available in the business parking lot for staff and customers.

IV. **Insurance**

A Certificate of Insurance for \$4 Million general aggregate coverage has been provided to the City by Trinity Restaurant Group, LLC with the City named as additional insured.

V. **Impact on Adjacent Commercial/Residential Property**

Organizer anticipates that there will be little impact on the adjacent commercial and residential properties.

VI. **Music**

Amplified, recorded music will be provided by a DJ from 10am – 2pm.

VII. **Restroom Facilities**

Organizer will have one restroom and one sanitation station available to customers.

VIII. **Food and Beverage**

Pancakes, sausage, hamburgers, hot dogs, bottled water, snack foods and soda will be sold to the public. There will be no alcohol sold, served or consumed at this event.

Organizers acknowledge that they are responsible for contacting the Oakland County Health Department to secure any and all permits required from the County for this event.

IX. **Booths/Tents/Awnings**

Organizers will erect two large tents over tables & chairs to shield customers while dining and provide protection in the event of inclement weather.

X. **Picnic Tables/Refuse Barrels/Barricades**

Organizers will provide 4-5 tables and chairs under the large parking lot tent for customer dining. Refuse barrels will be placed around the area for debris.

XI. **Signs – Alcoholic Beverages**

Any inflatable device used to advertise an alcoholic beverage will not be permitted for this event. For all other inflatable devices (non-alcoholic) as well as any signs, banners, etc., the applicant and/or organizers are required to obtain the necessary permits and/or approvals from Inspection Department, Code Enforcement, or any other appropriate department.

XII. **Clean-Up Procedures**

International House of Pancakes/Trinity Restaurant Group plans to have debris picked-up throughout the event with final clean up immediately after the event; taking approximately 2 hours.

XIII. **City Involvement**

It is not anticipated that the City of Royal Oak will need to provide anything for the event being held at International House of Pancakes/Trinity Restaurant Group

However, in the event of any unanticipated circumstance connected in any way to this special event, which necessitates alerting of and/or deployment of police officers, International House of Pancakes/Trinity Restaurant Group, agrees to reimburse all related expenses incurred by the City of Royal Oak.

Police personnel will be monitoring traffic flow at this location as well as several others during the "Woodward Dream Cruise".

XIV. **Fire Protection**

Event promoters will provide full access to this area for emergency vehicles, which will allow entry response for fire, medical emergency or police related needs.

XV. **Revocation**

International House of Pancakes/Trinity Restaurant Group acknowledges that operations under this permit will cease immediately upon notification from the Chief of Police or his designee, that in the judgment of the Chief of Police or his designee, continued operation would pose a threat to the health, safety, or welfare of the general public.

XVI. **Special Event Permit Fee**

The \$200.00 Special Event Permit fee was paid at the City Clerk's Office on July 27, 2010.

The following resolution is recommended for approval:

Be It Resolved that the Mayor is hereby authorized to execute the attached agreement between the City of Royal Oak and International House of Pancakes/Trinity Restaurant Group for a one-day, outdoor food and beverage concession on their business property, located at 29202 Woodward, on Saturday, August 21, 2010.

Respectfully submitted,



Christopher M. Jahnke
Chief of Police

Approved,



Donald E. Johnson
City Manager

cc: Patrick Mulligan, Interim Fire Chief
Greg Rassel, Director of Recreation and Public Service
Tim Thwing, Director of Planning
Jason Craig, Building Official
Corrigan O'Donohue, Deputy Chief of Police

AGREEMENT

The agreement between International House of Pancakes/Trinity Restaurant Group and the City of Royal Oak concerning a Special Event Permit for a one-day, outdoor food and beverage concession on August 21, 2010, as enumerated in Commission Letter # 159-10 is hereby approved this date

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INTERNATIONAL HOUSE OF PANCAKES/
TRINITY RESTAURANT GROUP

CITY OF ROYAL OAK

Robert Henderson

James Ellison
Mayor

Melanie Halas
City Clerk