

**CITY OF ALBANY  
CITY COUNCIL AGENDA  
STAFF REPORT**

Agenda Date: May 1, 2023  
Reviewed by: NA

**SUBJECT:** Approval of Temporary Street Closure and Waiver of Permit Fees for the Albany Community Triathlon Event

**REPORT BY:** Danielle Brownlie, Senior Recreation Supervisor  
Sid Schoenfeld, Recreation & Community Services Manager

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**SUMMARY**

The action before the Council is to authorize the closure of City streets and the waiver of associated permit fees for the Albany Community Triathlon event.

**STAFF RECOMMENDATION**

That the Council adopt Resolution No. 2023-23, authorizing staff to approve for a period of three years the partial temporary street closure of Key Route Boulevard, temporary street closures of Portland Avenue, Thousand Oaks Boulevard and Carmel Avenue around the Memorial Park and Albany High School block to accommodate the Albany Community Triathlon, and waive the associated permit fees.

**BACKGROUND**

Use of the public right-of-way is regulated by Section 14-2 of the Albany Municipal Code. Per the Municipal Code, applications for work or use of the public right of way are processed in the form of an encroachment permit, which is subject to the approval of the Community Development Director. According to the City's Master Fee Schedule, City Council approval is required for group permits for special activities occurring in the public right-of-way. Historically the City has approved "Encroachment Permits" for the Albany Community Triathlon event as well as waive fees. The event is a fundraiser for Albany Middle School and High School which has been held every year since 2008, except in 2020 and 2021 due to the COVID pandemic.

In addition, California Vehicle Code section 21101 requires the City to approve by resolution the temporarily closure of any street for celebrations, parades, local special events, and other purposes when the closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing.

## **DISCUSSION**

The Albany Community triathlon is a one-day event around the Memorial Park and Albany High School block. Portland Avenue, Key Route Boulevard, Thousand Oaks Boulevard and Carmel Avenue would be closed partially to accommodate the event.

During the past several years, the City has been gradually implementing updates to encroachment permit conditions of approval to incorporate best practices from other cities that have similar large events, including safety parameters, trash management, and protection of the public right-of-way. Conditions of approval will be discussed in detail with the event sponsor including notification of residents on the affected streets and the area surrounding the park will receive a notice regarding the closure at least a week in advance of the event and posting the area for “No Parking” 72-hours in advance of the event.

## **SUSTAINABILITY CONSIDERATIONS**

Periodic street closures are recognized as an effective way to give residents and visitors an opportunity to enjoy a neighborhood in a different way than experienced by driving on the street. The Albany Community Triathlon has a positive impact on environmental sustainability including promotion of alternative modes of transportation (biking/walking).

## **FINANCIAL CONSIDERATIONS**

Staff time associated with issuing the encroachment permit is part of normal City staff function and has no significant fiscal impact on the City’s operating budget. Staff is recommending the waiver of the encroachment permit fee for special activities in the public right of way currently in the amount of \$233.02.

## **Attachments**

1. Resolution No. 2023-23
2. Event map