

**Memorandum
Public Works Department**



To: City Manager
Subject: Temporary Way Finding Signs on Right of Way
Date: June 9, 2015
Number: 2015-111

The Rock Island County ORCA Swim Club will be hosting the Illinois Swimming Summer Regionals at the Rock Island High School on July 17-19, 2015. This event is expected to draw numerous participants from outside of the Quad City Area. Mr. Bryan DePover has submitted a request to install small way finding signs at various locations near the high school within the ROW to assist out of town participants with locating the high school. The signs will be of a break-away design and look similar to political campaign signs. The signs are also to be placed where they will not block any pedestrian traffic.

The ORCA's are proposing to place the signs at the following locations:

- Along 25th Avenue between 11th and 24th Streets;
- 18th Avenue and 17th Street Intersection;
- 31st Avenue and 17th Street Intersection;
- 23rd Avenue and 17th Street Intersection.

Recommendation

It is recommended that City Council allow Rock Island County ORCA Swim Club to install the way finding signs within the Right of Way at the above referenced locations.

Submitted by: Randall D. Tweet, Public Works Director
Michael J. Kane, P.E., City Engineer

Approved by: Thomas Thomas, City Manager

USE OF PUBLIC RIGHT-OF-WAY PERMIT APPLICATION

City of Rock Island Planning Office
 City Hall, 1528 3rd Avenue
 Rock Island, Illinois 61201
 Phone: (309) 732-2900 Fax: (309) 732-2930
 Email: planning@rigov.org



BUSINESS OWNER / APPLICANT / AGENT INFORMATION

Name: <i>Bryan DePover</i>	Phone: <i>309-721-4642</i>
Name of Business Establishment: <i>Rock Island County Orcas Swim Club</i>	
Address: <i>1400 25th Avenue, Rock Island, IL 61201</i>	
Email: <i>depover.5@mchsi.com</i>	

PROPERTY OWNER INFORMATION

Name:	Phone:
Company Name (if applicable):	
Address:	
Email:	

If different from applicant, please attach notarized letter of authorization.

SUBMITTAL REQUIREMENTS:

- Letter addressed to the City Council describing proposed use, including the description of object(s)/planting(s) proposed, days/hours of operation.
- Notarized authorization of the owner of the property owner allowing submittal of application.
- Drawing or sketch with dimensions, depicting the location of the object(s) or planting(s) proposed to be placed in the public ROW, no larger than 11" x 17" in size.
- NOTE: Any object(s) or planting(s) shall not impede the free passage of pedestrians or vehicular traffic. A minimum of five feet (5') of clear, unobstructed sidewalk width shall be maintained to provide for sufficient pedestrian passage. Proof of comprehensive liability coverage against personal injury and property damage in the amount of \$1,000,000. A Certificate of Insurance naming the City of Rock Island as an individual insured and requiring that the City be notified 30 days prior to any termination or decrease of coverage.

Applicant's Signature:	Date:
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FOR OFFICE USE ONLY-TO BE COMPLETED BY PUBLIC WORKS DIRECTOR

APPROVALS

CED Department	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Planning Office	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Police Department	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Insurance	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fire Department	<input type="checkbox"/> Yes	<input type="checkbox"/> No	City Council	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Public Works Director approval: <i>[Signature]</i>	Date: <i>6/8/15</i>
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