

**CHECK LIST FOR ALDERMANIC SUBMISSIONS**

<input checked="" type="checkbox"/>	Cover Letter
<input checked="" type="checkbox"/>	Resolutions/ Orders/ Ordinances (NOTE: If you are submitting a grant to the state you must write a Resolution)
<input checked="" type="checkbox"/>	Prior Notification Form
<input type="checkbox"/>	Fiscal Impact Statement - Should include comprehensive budget
<input checked="" type="checkbox"/>	Supporting Documentation
<input checked="" type="checkbox"/>	E-mailed Cover letter & Order

**IN ADDITION IF A GRANT:**

<input type="checkbox"/>	Notice of Intent
<input type="checkbox"/>	Grant Summary
<input type="checkbox"/>	Executive Summary (not longer than 5 pages without an explanation)

**Date Submitted:** August 22, 2022

**Meeting Submitted For:** September 6, 2022

**Regular or Suspension Agenda:** Regular

**Submitted By:** Rebecca Bombero

**Title of Legislation:**

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN APPROVING STREET CLOSURES – CHAPEL STREET FROM COLLEGE STREET TO HIGH STREET TO YORK STREET FOR THE NEW HAVEN NIGHT MARKET ON FRIDAY, OCTOBER 14, 2022.

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**Comments:** LEGISTAR FILE ID: LM-2022-0356

Respectfully request UC.

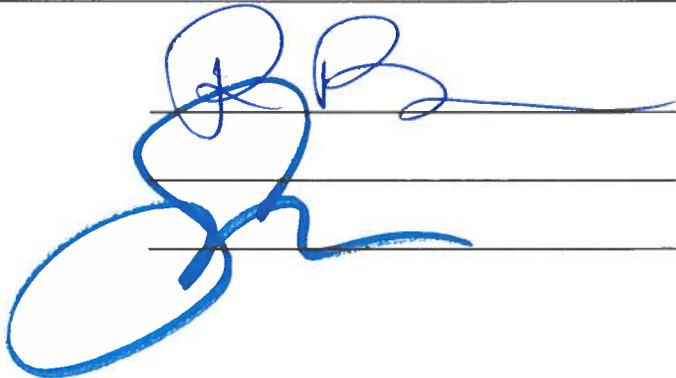
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**Coordinator's Signature:** \_\_\_\_\_

**Controller's Signature (if grant):** \_\_\_\_\_

**Mayor's Office Signature:** \_\_\_\_\_





## Town Green District

Downtown New Haven

August 16, 2022

Honorable Tyisha Walker  
President of the Board of Alders  
City of New Haven  
165 Church Street  
New Haven, CT 06510

Dear President Walker,

It is with great excitement I submit to the Board of Alders the request for street closure to facilitate the October 2022 New Haven Night Market street festival event.

The New Haven Night Market is an evening street festival, slated to return to downtown New Haven on October 14, 2022, hosted by downtown's special services district Town Green District. The New Haven Night Market is a bi-annual celebration of all things New Haven – art, music, shopping, dining, activities, nonprofits & more! The event is about bringing out folks who reside, visit, work and learn here out for an evening of experiences, connections, fun, and most importantly community.

As the SSD for downtown New Haven, our priority in all our events is the vitality of downtown businesses and promotion of the City as a whole to be a destination. We showcase all there is to offer, bolstering commerce at the brick & mortar storefronts within and around the Night Market street closure area, while supplementing the Market with independent/entrepreneur artists, markers and business people from the Greater New Haven area. This event has taken place 5 times in the past - 4 times in the 9<sup>th</sup> Square Neighborhood, along Orange Street between Chapel and George, and once on College Street between Elm and Chapel in May 2019. There was of course a large hiatus taken in 2020-2021. As we bring the event back to its regular, bi-annual schedule, we hope to return to the Chapel Street Historic District but in a location that more directly supports commerce and businesses located along Chapel and College Streets.

The duration of this event will be held from 5-10PM on October 14, 2022 with a full stage of live music performing on the hour, every hour, ongoing free activities for people of all ages, special art gallery hours, dining & shopping pop-ups and promotions, a vast selection of free-to-play games, and much more.

Road closures to begin setting up equipment are to take place from 8:30AM on October 14, along Chapel Street from College Street to High Street. Access to Chapel Street from Crown and High Streets will remain open to traffic until 1PM at which point High Street will be closed to

facilitate equipment set up on Chapel Street from High Street to York Street. During the Market, we have worked with NHPD to create a plan for safety and accessibility on High Street to residents. One extra duty officer with a vehicle will be stationed at the corner of Crown and High to ensure no vehicles enter during the event. Along Chapel, additional extra duty officers with vehicles will be posted at the corners of College and Chapel to block the street, along with 2 additional roaming officers in attendance of the Market throughout the evening. Break down of the event will begin at 10PM and Chapel Street will be reopened by 12AM. Please see the layout map and budget on the supplemental document submitted.

As the event organizer and Director of Marketing & Events for Town Green District, I am requesting Board of Alder approval of the road closures listed above in support of the New Haven Night Market coming to the Chapel Street Historic District.

Sincerely,

A handwritten signature in black ink, appearing to read 'Francesca Vignola', written in a cursive style.

Francesca Vignola  
Director of Marketing & Events  
Town Green District

**Supplemental Documents:**  
October 2022 Layout/Map  
October 2022 Budget

..TITLE

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN APPROVING STREET CLOSURES – CHAPEL STREET FROM COLLEGE STREET TO HIGH STREET TO YORK STREET FOR THE NEW HAVEN NIGHT MARKET ON FRIDAY, OCTOBER 14, 2022.

..body

WHEREAS, the New Haven Night Market is an evening street festival slated to return to downtown New Haven on October 14, 2022, and is hosted by Town Green Special Services District; and

WHEREAS, the New Haven Night Market is a bi-annual celebration of all things New Haven – art, music, shopping, dining, activities, non-profits and more, bringing out all who visit, work, and learn out for an evening of experiences, connections, fun, and most importantly community;

NOW, THEREFORE, BE IT ORDERED THAT THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN HEREBY AUTHORIZE STREET CLOSURES – CHAPEL STREET FROM COLLEGE STREET TO HIGH STREET TO YORK STREET FOR THE NEW HAVEN NIGHT MARKET ON FRIDAY, OCTOBER 14, 2022.

# PRIOR NOTIFICATION FORM

## NOTICE OF MATTER TO BE SUBMITTED TO THE BOARD OF ALDERS

TO: All

DATE: September 6, 2022

FROM: Department Chief Administrator's Office  
Person Rebecca Bombero Telephone 946-7903

This is to inform you that the following matter affecting your ward(s) will be submitted to the Board of Alders:

ORDER OF THE BOARD OF ALDERS OF THE CITY OF NEW HAVEN  
APPROVING STREET CLOSURES ASSOCIATED WITH THE NEW HAVEN  
NIGHT MARKET ON OCTOBER 14, 2022

Check one if this an appointment to a commission

Democrat

Republican

Unaffiliated/Independent/Other \_\_\_\_\_

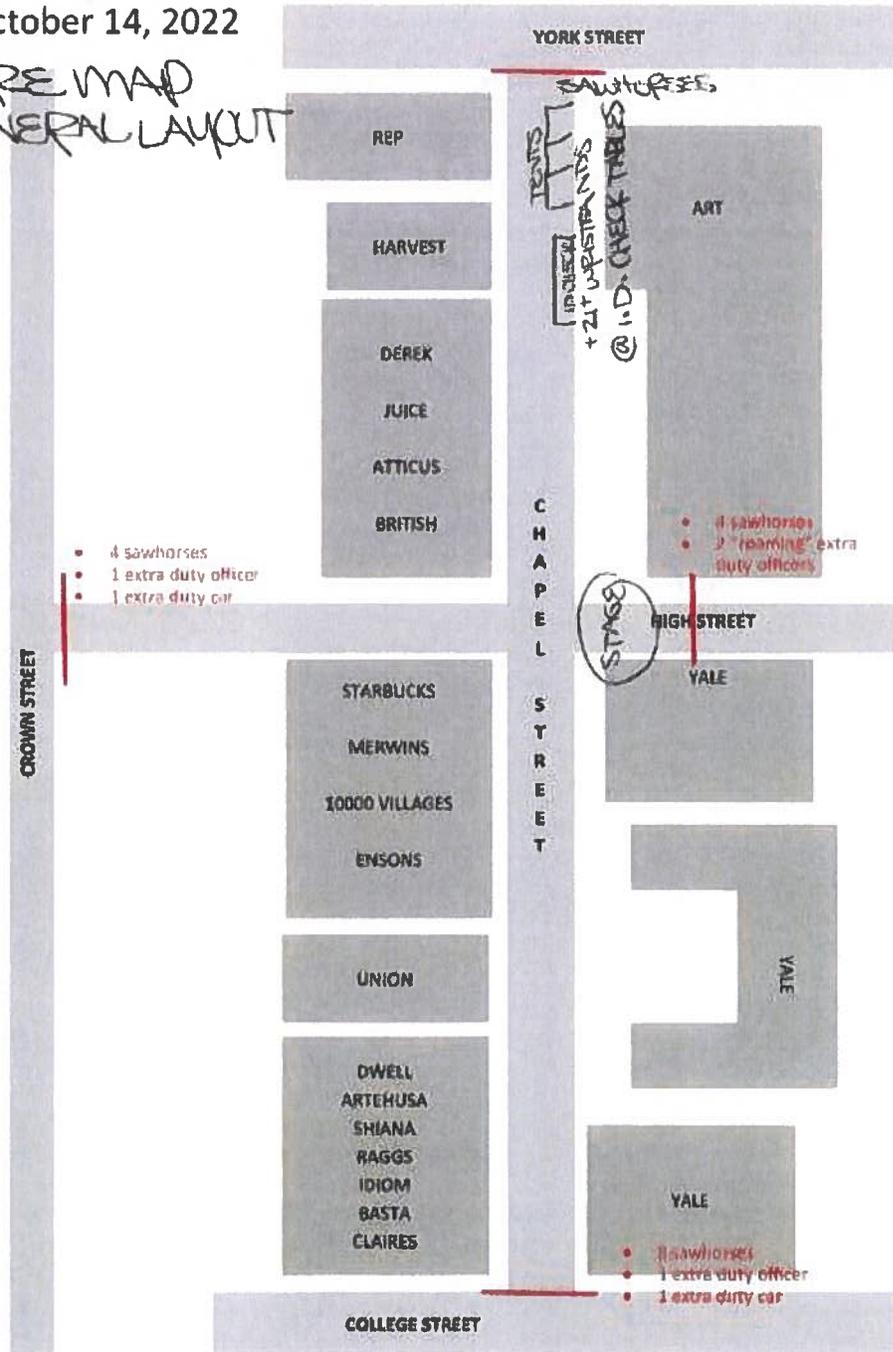
### INSTRUCTIONS TO DEPARTMENTS

1. Departments are responsible for sending this form to the alders affected by the item.
2. This form must be sent (or delivered) directly to the alderperson(s) **before** it is submitted to the Legislative Services Office for the Board of Alders agenda.
3. The date entry must be completed with the date this form was sent the alderperson(s).
4. Copies to: alderperson(s); sponsoring department; attached to submission to Board of Alders

New Haven Night Market  
Street Layout Map

New Haven Night Market  
Friday, October 14, 2022

CLOSURE MAP  
w/ GENERAL LAYOUT



**New Haven Night Market**

October 2022 Budget

<b>Permitting, fees, City of New Haven fees:</b>	<b>\$8,500</b>
<b>Printing, signage, marketing:</b>	<b>\$3,500</b>
<b>Music, stage management:</b>	<b>\$3,500</b>
<b>Equipment rental:</b>	<b>\$2,500</b>
<b>Additional games, activities, entertainment:</b>	<b>\$2,000</b>
<b>TOTAL:</b>	<b>\$20,000</b>