



November 16, 2025

City of Orange
300 East Chapman Avenue
Orange, CA 92866
Attn. Francisco Vasquez
Public Works

RE: Parking Request for Boutique Noel 2026 – Assistance League of Orange

Dear Honorable Mayor and Council Members:

Assistance League of Orange is requesting dedicated street parking **Sunday, October 4, through Saturday, October 10, 2026**. We will be holding our 32nd Annual Holiday Boutique Noel on October 7-10 in 2026. Approximately 20 vendors will set up their merchandise at our Chapter Center on October 3 and 4 and return daily during the event to re-stock their booths. Boutique Noel draws around 2,000 people who shop our boutique, as well as enjoy dining and shopping in downtown Orange.

For many years, the City of Orange has graciously provided us with dedicated parking for our vendors along South Orange Street, thereby reducing the impact on parking in the lots at 100 South Orange Street and the parking lot south of Chapman Avenue between Grand and Orange Streets. This dedicated street parking for “Boutique Noel Vendors Only” has freed up city parking lots for use by local shoppers and patrons.

We respectfully request the City’s support in providing us with dedicated “Vendor Only Parking” on South Orange Street adjacent to the 100 S. Orange Street lot, between the two driveways, and one space in front of our entry door at 124 S. Orange Street. We also request four (4) spaces in the northeast corner of the same lot directly beside our building.

Boutique Noel is a fundraising effort and community outreach opportunity. Proceeds from the event support the sixteen philanthropic programs organized by Assistance League of Orange. We thank the Mayor and City Council of Orange for their ongoing support of our community programs and the fundraising efforts that finance them.

Sincerely,
Ida J. Rooney

Ida J. Rooney
Co-Chair, Boutique Noel 2026

November 4, 2025

Staff At City of Orange

RE: Public Property use for Special Event - North Cypress Street, Orange

City Staff & City Council Members:

In partnership with Chapman Crafted, the Rotary Club of Orange is requesting the closure and use of a public street in conjunction with a special event. The Rotary Club of Orange is hosting the 3rd Annual Old Towne Orange Chili Cook Off on Saturday June 20, 2026 from 6am to 6pm. We are excited about hosting this event as last year's event was a huge success for both the Rotary Club of Orange and our local community.

Chapman Crafted is located at 123 N. Cypress Street in Old Towne Orange, and the proposed street closure would be on N. Cypress Street from West Chapman Ave to Maple Avenue. We have verbal agreements with the businesses located on N. Cypress Street and are assured the Saturday street closure will not affect daily operations of the businesses.

As for past events, Chapman Crafted is able to extend normal operations from the California Alcoholic Beverage Control to allow attendees access to the enclosed area on N. Cypress Street. We will pour our locally made beer (21 & over) to attendees of the event.

All alcoholic beverages will be poured in distinctive plastic cups to attendees wearing wristbands that have been ID checked by a certified Responsible Beverage Licensee upon entrance. Food will be served from licensed food trucks and approved food vendors in conjunction with the Orange County Health Department as Chapman Crafted is a licensed host facility. All Chili Cooks are required to abide by the Orange County Health Department guidelines.

The 3rd Annual Old Towne Orange Chili Cook Off expects around 25 Chili Cooks and 10 Local Restaurant Cooks, and to draw around 2500 people over the course of the event. We will have ample staff, hired private security, professional clean up crew for all public areas, and volunteers to control the flow of the attendees entering and exiting the premises, and to maintain a safe, comfortable capacity within the entire area.

Please contact our Event Coordinator Jennifer Gonzalez, with any questions regarding the event at jennifergonzalez@chapmancrafted.com

Thank you for your consideration of this use.

Sincerely yours,

Jennifer Gonzalez
Event Organizer- Old Towne Orange Chili Cook Off



ONE UNIVERSITY DRIVE
ORANGE, CALIFORNIA 92866
WWW.CHAPMAN.EDU/PUBLICSAFETY

Department of Public Safety
(714) 997-6763 • Fax: (714) 744-7863

November 14, 2025

Director, Public Works
City of Orange
300 E. Chapman Ave.
Orange, CA 92866-1591

Dear Public Works Representative,

On the weekend of May 22-24, 2026, Chapman University will be holding its annual Baccalaureate and Commencement exercises at the Orange main campus. We are expecting approximately 10,000 guests over the three days for the various ceremonies.

Although we provide extensive instruction and ample parking, many first time visitors may inadvertently park on a street that requires a permit adjacent to the residence life area. For that reason, we are submitting our traditional request, asking that the parking permit requirement be lifted from Friday, May 22 through Sunday, May 24, 2026.

Additionally, we would like to request a suspension for Move in Day on Tuesday, August 18 and Wednesday, August 19, 2026, for similar reasons.

Thank you, as always, for your help and support.

Respectfully,

A handwritten signature in black ink that reads 'R. Gonzalez'.

Dr. Ricardo Gonzalez
Chief of Public Safety

Francisco Vasquez

From: Kenyon, Kami <
Sent: Wednesday, December 3, 2025 11:56 AM
To: Ochoa, Brenda; Francisco Vasquez; De Armas, Christopher; Anderson, Sheryl
Subject: Re: 2nd Notice City of Orange Permit Parking Suspension 2026

As far as I can see, you will need to have special parking permit privileges for the following dates:

January 21, 2026 - OHS/Community Showcase 4 -730 pm
June 12, 2026 - Diploma Distribution 8-11 am

Other than that, maybe registration dates in August, which are TBD.

Kami D. Kenyon
Orange High School
Activities Director / ASB Advisor
English Teacher
APEX Site Coordinator
Facilitator for RSCC Petition Program

From: Ochoa, Brenda
Sent: Wednesday, November 12, 2025 10:33 AM
To: Francisco Vasquez <fvasquez@cityoforange.org>; De Armas, Christopher <Anderson,
Sheryl <Kenyon
Subject: Re: 2nd Notice City of Orange Permit Parking Suspension 2026

Chris, don't forget to do this. Kami can probably help you with dates.

Kindest regards,

Brenda Ochoa

Assistant Principal
Orange High School
525 N. Shaffer St.
Orange, Ca 92867
Curriculum Office: 7

(Insert on Staff Report, below “Plaza Closure”)

Celebrate Orange Events – May Parade, Taste of Orange, and Plaza Car Show

Plaza Closure from 4 a.m. Saturday, May 2 through 6 p.m. Sunday, May 3, 2026, and temporary suspension of permit parking restrictions in the Chapman University Neighborhood Permit Parking Area A, as well as all “paid” municipal parking lots.

May 2, 2026 Celebrate Orange May Parade – Chamber of Commerce Foundation &

In addition to the Plaza closure and suspended parking, the following street closures are requested from 4 a.m. – 1 p.m.:

Chapman Avenue from Cambridge Street to Cypress Street;

Pine, Harwood, and Shaffer Streets from Maple Avenue to Almond Avenue;

Cleveland Street from Maple Avenue to Chapman Avenue;

Center Street from Chapman Avenue to Almond Avenue;

Grand Street from Maple Avenue to Chapman Avenue;

Orange Street from Maple Avenue to Almond Avenue;

Glassell Street from Maple Avenue to Washington Avenue;

Olive Street from Maple Avenue to Almond Avenue;

Lemon Street from Maple Avenue to Almond Avenue; and

Cypress Street from Maple Avenue to Almond Avenue.

And closure of Municipal Parking Lot 12 (if necessary).

May 2, 2026 Celebrate Orange Taste of Orange – Assistance League of Orange – Orange Blossoms

In addition to the Plaza closure and suspended parking, they are requesting closure of Municipal Parking Lot 2, adjacent to 124 S. Orange Street from 8 a.m. – 8 p.m., as well as dedicated on-street parking (see map).

May 3, 2026 Celebrate Orange Plaza Car Show – Orange Plaza Rotary

No additional requests aside from the Plaza closure and suspended parking.

City of Orange
Community Services Department
Administration Division

Memo

To: Francisco Vasquez, Administrative Assistant
From: Austin Postovoit, Administrative Manager
Date: November 7, 2025
Re: 2026 Community Services Street & Plaza Closure Requests

2026 Community Services Street/Plaza Closures & Parking Suspension Requests

Event	Location	Event Date & Time	Closure/Suspension Time
Orange International Street Fair	Closure of the Plaza including all four spoke streets. Chapman Avenue to be closed from Lemon Street easterly to Grand Street; Glassell Street from Almond Avenue northerly to Maple Avenue. Temporary suspension of permit parking around the Old Towne area. Temporary suspension of Chapman University Neighborhood Permit Parking Area A	Friday – September 4, (5:00 p.m.) through Sunday September 6 (10:00 p.m.)	Thursday – September 3 2:00 a.m. through Monday September 7, 7:00 a.m.
Treats in the Streets Autumn Festival	Closure of the Southeast quadrant of the Plaza Temporary suspension of Chapman University Neighborhood Permit Parking Area A	Thursday, October 29 4:00 p.m.– 7:00 p.m.	SE quadrant closure: Thursday, October 29 5:00 a.m. – 11:30 p.m.
	Closure of one row of parking in Municipal Lot #2 behind Assistance League (13 spaces)	Thursday, October 29 4:00 p.m.– 7:00 p.m.	One row- Municipal lot #2 Thursday, October 29 5:00 a.m. – Friday, October 30, 12:00 p.m.
	Closure of the Plaza including all four spoke streets. Chapman Avenue to be closed from Lemon Street easterly to Grand Street; Glassell Street from Almond Avenue northerly to Maple Avenue. Temporary suspension of permit parking around the Old Towne area.	Thursday, October 29 4:00 p.m.– 7:00 p.m.	Plaza Closure: Thursday, October 29 1:00 p.m. – 11:30 p.m. Permit parking suspension: All day Thursday, October 29

Tree Lighting Ceremony and Candlelight Choir Procession	Closure of one row of parking in *Municipal Lot #2 behind Assistance League (13 spaces)	Sunday, December 6 3:30 – 7:00 p.m.	Saturday, December 5 5 a.m.-Monday, December 7, 12 p.m.
Tree Lighting Ceremony and Candlelight Choir Procession	<p>Closure of the Plaza including all four spoke streets. Chapman Avenue to be closed from Lemon Street easterly to Grand Street; Glassell Street from Almond Avenue northerly to Maple Avenue.</p> <p>Temporary suspension of permit parking around the Old Towne area.</p> <p>Temporary suspension of Chapman University Neighborhood Permit Parking Area A</p>	Sunday, December 6 3:30 – 7:00 p.m.	<p>Plaza closure: Sunday, December 6 2:00 a.m. – 11:30 p.m. (Northeast quadrant will remain closed until 10:00 a.m. Monday, December 7).</p> <p>Permit parking suspension: All day Sunday, December 6</p>
Tree Lighting Ceremony and Candlelight Choir Procession	Closure of the south Almond St. parking lot.	Sunday, December 6 3:30 – 7:00 p.m.	Parking Lot closure: Friday, December 4 6:00 a.m. – Monday, December 7, 8:00 a.m.

Attachment: Public Parking Lots in Downtown Orange for Municipal Lot #2

Attachment: Chapman University Neighborhood Permit Parking Area A

Cc: Leslie Hardy, Community and Library Services Director
 Emily Bustamante, Assistant Community Services Director



November 7, 2025

Honorable Mayor and Members of the City Council,

The Orange International Street Fair, Inc. (OISF) respectfully requests permission to host the following community events within the Old Towne Plaza District in 2026. Each event description includes the proposed dates, operating hours, and the street-closure times required to support safe setup and event operations.

Orange International Street Fair – 54th Annual Event

- **Event Dates:** September 4–7, 2026
- **Event Operating Hours:**
 - Friday, September 5: 5:00 p.m. – 10:00 p.m.
 - Saturday, September 6: 10:00 a.m. – 10:00 p.m.
 - Sunday, September 7: 10:00 a.m. – 10:00 p.m.
- **Requested Street Closure:** Beginning **2:00 a.m. on Thursday, September 3, 2025**, to allow for safe event setup, infrastructure placement, inspections, and vendor preparations.
- **Use of Public Parking Lots:**
 - 100 Block of S. Orange Street (behind the Army Navy Store)
 - 100 Block of S. Olive Street (between Chapman Avenue and Almond Avenue)
These areas will support OISF operations, vending, sponsor support vehicles, and City support services.

Treats in the Streets- 30th Annual Event

- **Event Date:** October 29, 2026
- **Event Operating Time:** 4:00 p.m. – 7:00 p.m.
- **Requested Street Closure:** Beginning **12:00 p.m. (noon)** on October 29, 2026, to support event setup, safety coordination, and vendor placement.

Christmas Tree Lighting & Candlelight Procession 32nd Annual Event

- **Event Date:** December 6, 2026
- **Event Operating Time:** 3:00 p.m. – 7:00 p.m. (Tree Lighting at dusk)
- **Requested Street Closure:** Beginning **2:00 a.m.** on December 6, 2026, for market buildout, staging, production preparation, and City support services.



ORANGE INTERNATIONAL STREET FAIR, INC.

These longstanding community events collectively support more than 75 local nonprofit organizations, enabling them to fund and provide impactful services throughout the year. Our Board of Directors and volunteer committees contribute hundreds of hours to ensure every event is safe, well-organized, and reflective of the community spirit of Orange.

On behalf of the Board of Directors, we extend our sincere appreciation to the City Council for more than five decades of partnership and support. With this continued collaboration, OISF remains committed to delivering high-quality, community-centered events for the residents and visitors of Orange.

Sincerely,

Adam Feliz
President
Orange International Street Fair, Inc.

CC: OISF Board of Directors

Francisco Vasquez

From: Angel Jr, Heri
Sent: Thursday, November 6, 2025 7:14 PM
To: Francisco Vasquez
Subject: Re: Notice Suspension of Permit Parking for 2026 High School Commencement Ceremonies

Good afternoon Mr. Vasquez,

Thank you for reaching out. On behalf of the Orange Unified School District, I would like to formally request the suspension of Permit Parking during the 2026 High School Commencement Ceremonies at Fred Kelly Stadium. The requested dates and times are as follows:

Wednesday, June 10, 2026 – 12:00 p.m. to 10:00 p.m.

Thursday, June 11, 2026 – 12:00 p.m. to 10:00 p.m.

Please let me know if you need any additional information or documentation to complete the request. Thank you.

Best Regards,

Heriberto Angel

On Nov 6, 2025, at 6:56 PM, Angel Jr, Heri wrote:

Best Regards,

Heriberto Angel

Begin forwarded message:

From: Francisco Vasquez <fvasquez@cityoforange.org>
Date: October 27, 2025 at 12:21:25 PM PDT
To: "Angel Jr, H
Subject: Notice Suspension of Permit Parking for 2026 High School Commencement Ceremonies