



SANDY AREA

CHAMBER OF COMMERCE

Supporting Business, Growing Community

June 6, 2025

City of Sandy
39250 Pioneer Blvd.
Sandy, OR 97055

To Whom It May Concern:

On behalf of the Sandy Area Chamber of Commerce, please consider this letter the formal request for use of the Sandy Centennial Plaza and street closure from Hoffman to Pioneer, for the duration of the Annual Sandy Music Fair and Feast.

This event will take place from Thursday, July 10 through Saturday, July 12, 2025. We are planning set-up to start Tuesday, July 8th and will finish tear-down and cleanup of the event on Monday, July 14, 2024.

We are requesting public works to please place street closure barriers at the end of workday on Thursday, July 3rd, 2025, barriers will not go up on Thursday, I will move the barriers in place in the evening of Sunday, July 7th to the parking space where the stage is placed. The stage will be delivered on Monday, July 7th. The Transit Department will still have access to the street and transit center through Tuesday, July 8th. Total street closure will be Wednesday, July 9th and we will open the road back up at the end of the workday on Monday, July 14th after all the equipment is removed and we have cleaned the street, the plaza, and surrounding areas.

SACC is also asking for approval of the sale of alcohol on City property and the use of amplified sound equipment at Centennial Plaza for the Music Fair & Feast as well. We will complete and submit the appropriate forms for this request. OLCC license is in the works. We will also forward certificate of insurance upon receiving it from our agent.

If you have any questions, please don't hesitate to call me at (503)-668-4006.

Sincerely,

Khrys Jones
Executive Director
Sandy Area Chamber of Commerce and Business Resource Center

cc: Sandy Police Department
Sandy Transit
Public Works
City Manager
Planning Department

Timeline

- Thursday, July 3rd – Public Works leave street barriers at Hoffman
- Sunday, July 6th - After bus runs are complete for the day – SACC will move barriers into parking spaces on the south end of Hoffman, for the stage. North side parking spaces will be open
- Monday, July 7th – Stage will arrive and be placed at the south side of Hoffman
- Monday, July 7th – Fencing will go up, but road will be open
- Wednesday, July 9th – Hoffman closed
- Monday, July 15th - by close of business, Hoffman opened back up