

MEMORANDUM

TO: Claire Powell, City Manager

FROM: Jeremy Booker, Building Official

VIA: Chris McGinn, Director of Neighborhood & Inspection Services

DATE: April 6, 2026

SUBJECT: **Approval of a Temporary Street Closure on Church Street (Between Mill Street and Charles Street) and Charles Street (Between Main Street and Church Street) Associated With The Little India Fair Food Festival on May 9, 2026.**

BACKGROUND

A Special Event Permit application has been received for The Little India Fair Food Festival, scheduled for May 9, 2026, at Wayne Ferguson Plaza and adjacent street segments along Church Street and Charles Street. This is a new event proposed within the City of Lewisville.

The application was submitted by Lifcreativecraft LLC, represented by Harshitha Kota and Ravi Chintavatla. The festival is planned as a cultural event featuring Indian cuisine, retail vendors, live entertainment, and family-oriented activities. Event organizers anticipate approximately 50 to 60 vendors, including approximately 20 food vendors.

To accommodate the event, the referenced street segments on Church and Charles Street will be closed beginning at 6:00 a.m. on the day of the event and are expected to reopen at approximately 12:00 a.m. (midnight), for a total closure duration of approximately 18 hours.

Lewisville City Code Section 7-149 (Special Events) limits street closures to four (4) hours unless otherwise approved by the City Council. The applicant is requesting Council approval for the extended street closure.

ANALYSIS

City staff has coordinated with the event organizers through multiple meetings to ensure appropriate planning for safety, logistics, and operational feasibility. Representatives from the Fire Department, Police Department, Parks and Recreation Department, Public Services Department, and Engineering Department have reviewed the application and proposed site plan. The event is expected to comply with all applicable City special event requirements, including

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park rental policies and public safety provisions. Event staff and volunteers will be stationed at key locations to assist with traffic control, pedestrian movement, and parking coordination.

Staff anticipate that this event will provide a positive cultural and economic impact to the community while using a key public location in Old Town Lewisville.

CITY STAFF'S RECOMMENDATION

That the City Council approve the temporary street closure associated with The Little India Fair Food Festival as set forth in the caption above.