

STREET USE (SPECIAL EVENT) PERMIT APPLICATION

Applicant

Jill Krynicki
Madison Opera
335 W. Mifflin St
Madison, WI 53703
Email: Krynicki@madisonopera.Org
Phone: (608) 238-8085

Contact During Event

Jill Krynicki
Madison Opera
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Madison, WI 53703
Email Krynicki@madisonopera.Org
Phone: (608) 238-8085

Event Information

Name of Event: Event Type:

Estimated Attendance: Is this a new event:

Event Additional Information

Run/Walk: Music/Concert:
Festival: Rally:
Parade: Posting no parking signs or bagging meters?
Other:

If other, please describe:

Site Map

Each event application must include a detailed event site map with the following items a applicable:

- Accessible paths for wheelchairs as well as disabled parking spaces
- Dumpsters
- Emergency vehicle access lanes (minimum of 20')
- Event Perimeter
- Garbage and Recycling - cleanup and trash/recycling plans are required with the site map
- Portable toilets
- Signage
- Stages
- Temporary Structures
- Tents
- Vendors

A helpful online resource for route mapping is: [Map My Run](#)

I understand I must attach site map and route map with this application, if applicable:

Location Information

Capitol Square:

State Street Mall (700/900):

30 on the Square:

Other:

Street Names and Block Numbers:

333 S. Rosa Rd from Mineral Point Rd to South Hill Dr, 5600 block of South Hill Dr

Event Dates

Setup Date	Setup Time	Event Start Date	Event Start Time	Event End Date	Event End Time	Cleanup Completed Date	Cleanup Completed Time	Rain Date
07/21/2022	7:00am	07/23/2022	8:00pm	07/23/2022	11:00pm	07/24/2022	2:00pm	07/24/2022

Temporary (Picnic/Beer) Licenses

Visit the [City of Madison City Clerk's Office](#) website under heading "Temporary Picnic/Beer License" to apply.

Will beer/wine be sold?(\$):

Will beer/wine be served (Free of charge)?:

I understand that a Certificate of Insurance with liquor liability, naming the City of Madison as additional insured, is required: *

I understand I must apply for Temporary (Picnic/Beer) License to serve or sell beer/wine for this event:

If the Temporary (Picnic/Beer) License is denied will the event occur?: Yes

Street Use Event Vending License

If food will be sold please visit the [Public Health - Madison & Dane County](#) website.

I understand a Special Event License Application listing the vendors and their Sellers ID# is required:

Will food and/or merchandise be sold?(\$):

Estimate number of vendors:

Public Amplification Permit

If public amplification is needed it must be kept to a reasonable level at all times and must end by 11 pm.

Will there be Public Amplification?(\$):

Start Date	Start Time	End Date	End Time	Rain Date
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SAFETY AND SECURITY

- Complete the Emergency Action Plan (EAP) template below to provide information about the safety plan for your event.
- For large events, contact [Madison Fire](#) prior to submitting the street use permit application, so they can review and make recommendations for additional emergency plan requirements.
- At the review of the street use permit application, Police and Fire Department representatives may also require [Special Duty Police Officers](#) or Fire Inspector staffing at your event. If MPD designates an event as a District Event, the organizer must contact [Central District MPD](#), (608) 266-4482, regarding Madison Police requirements for the event.

Emergency Action Plan [PDF/ MS Word](#)

RUN/WALK EVENTS

For run/walk events, organizers are strongly encouraged to contact [Police](#), [Traffic Engineering](#) and [Madison Metro](#) prior to submitting an application so these agencies can review and make recommendations on the proposed route(s).

I understand that I must submit the Emergency Action Plan:

Equipment Rental - Downtown events only.

Will you need equipment rental from the City of Madison?(\$):

Trash Barrels:

Recycling Barrels:

Dumpsters:

Electrical Adaptors:

Marketing

Conditional approval of the event is required before promoting, marketing or advertising the event.

Do you want this included in the Madison Parks calendar of events?:

Event Website: <https://www.madisonopera.org>

Notes: Opera in the Park, Madison Opera's free gift to the community, is a night like no other. In beautiful Garner Park, the stars come out in the sky, the light sticks glow in the audience, and world-renowned singers share their favorite opera and musical songs with the Madison Opera Chorus and Madison Symphony Orchestra, conducted by John DeMain.

Acknowledgement

If a street use permit is issued for the event, the Applicant agrees to comply with all permit conditions, and understands that failure to comply with any condition or any violation of law may result in the immediate cancellation of the event

Further, the Applicant is legally responsible and financially liable to the City of Madison for all city fees and costs associated with the overall organization, management, and implementation of the event and its related activities and maintains ultimate liability for payment of all fees and costs assessed by the City of Madison.

I have read the Acknowledgement:

Indemnification

THE APPLICANT FOR A STREET USE PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

I have read the Acknowledgement:

Signature

By initialing, I/we
waive the 21-day
decision
requirement :

jk

Signature: Jill Krynicki

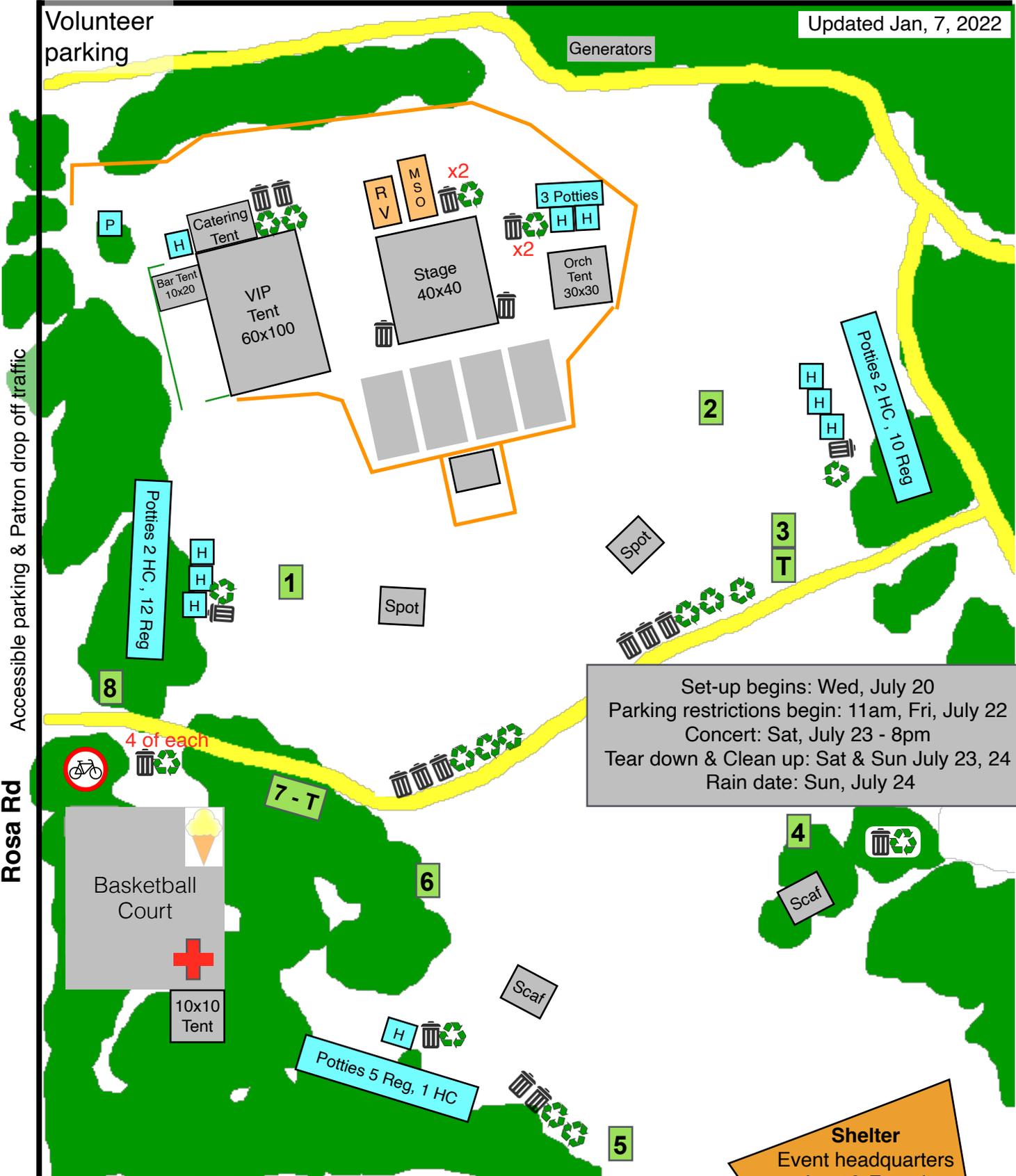
Date: 03/03/2022

Wellspring Church-
Volunteer parking

South Hill Dr- Crew Parking

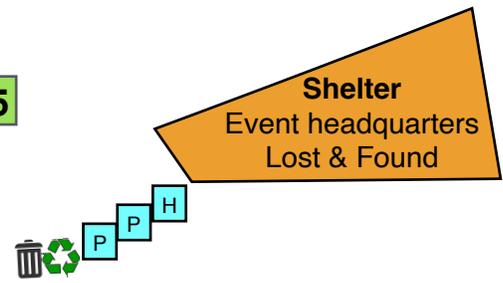
Opera in the Park 2022

Updated Jan, 7, 2022



Set-up begins: Wed, July 20
 Parking restrictions begin: 11am, Fri, July 22
 Concert: Sat, July 23 - 8pm
 Tear down & Clean up: Sat & Sun July 23, 24
 Rain date: Sun, July 24

Key: # Program table, trash/recycling, handwashing
 Bike parking, Chocolate Shoppe Stand
 Ambulance & First Aid tent, fencing, T-shirt table



Madison Opera – Opera in the Park

Emergency Evacuation Plan

as of March 3, 2022

Emergency Evacuation Overview

Group Leaders:

Event Staff: Jill Krynicki (Event Manager) (608) 333-5443

Opera Staff, Conductor, Singers: Kathryn Smith (General Director) (253) 376-7067

Symphony: Ann Bowen (608) 516-1248

Crew: Billy Larimore (Technical Director) (608) 345-9180

Volunteers: TBA (Volunteer Coordinator)

CUNA After-Hours Security (608) 665-7031

Emergency Evacuation Only

If an emergency situation arises requiring the immediate evacuation of the park, Volunteers, Event Staff, Opera Staff, and Police will be directed to their evacuation assignments. All available Police and Fire personnel will be directed to assist with the evacuation.

A public address message will be given by General Director Kathryn Smith directing all persons to immediately evacuate the park, return to their vehicles, and leave the area. Volunteer golf cart drivers should use their carts to assist those who need extra assistance exiting the park. Crew should assist with evacuating the stage. A traffic evacuation plan will be implemented to facilitate the expeditious departure of traffic (see Attachment A). Barricades should be dropped off by Traffic Engineering at each intersection during event set up (see Attachment C).

Depending on the cause of the evacuation, everyone will be asked to either leave the area or stand by and be available at a nearby location. If asked to stand by, they should move to CUNA Garage A (see Attachment B) and remain there until directed. If asked to leave the area, Event Manager Jill Krynicki, Technical Director Billy Larimore, and Opera Staff should regroup at the Madison Opera Center; all others should go home or to a safe location.

Event Manager Jill Krynicki and General Director Kathryn Smith will be in contact with the Police and Fire for the “all clear”.

Public Address Announcement – Emergency Evacuation Only

“Due to circumstances beyond our control, we regret to inform you that this event must be cancelled. You must leave the park immediately. Please return to your vehicles in an orderly fashion and leave the area.”

Emergency Evacuation Requiring Shelter

CUNA has authorized the use of their parking garage A if an emergency situation arises requiring immediate evacuation and shelter. CUNA Security Staff will be contacted by Event Manager Jill Krynicki over radio to provide access to this area upon our request.

A public address message will be given by General Director Kathryn Smith directing all persons to move in an orderly fashion to CUNA Garage A, located at ground level immediately west of Rosa Rd and south of Driftwood Ave (see Attachment B). All available Police and Fire personnel will be directed to assist with the evacuation.

Prior to the public address announcement, Volunteers, Event Staff, and Police will be told over radio to report to the basketball court on the west side of the park. These personnel will form a line that begins on the east side of the basketball court and continues towards CUNA Garage A; this line will provide an identifiable path for evacuees to follow to safety. Event Staff should be the last individuals to enter the garage. Volunteers should

gather in the front left corner of the garage. Staff should gather in the front of the garage. Symphony and Crew should gather in the front right corner. Patrons should gather in the back of the garage.

Event Manager Jill Krynicki and General Director Kathryn Smith will be in contact with Police and Fire for the “all clear”.

Public Address Announcements – *Emergency Evacuation Requiring Shelter:*

“A tornado warning/severe thunderstorm warning is in effect. Shelter is available in CUNA Parking Garage A. Please walk in an orderly fashion towards Rosa Rd and the basketball court where Opera staff will direct you to CUNA Parking Garage A. Please remain there until notified that the warning has been lifted.”

Emergency Evacuation for Criminal Act

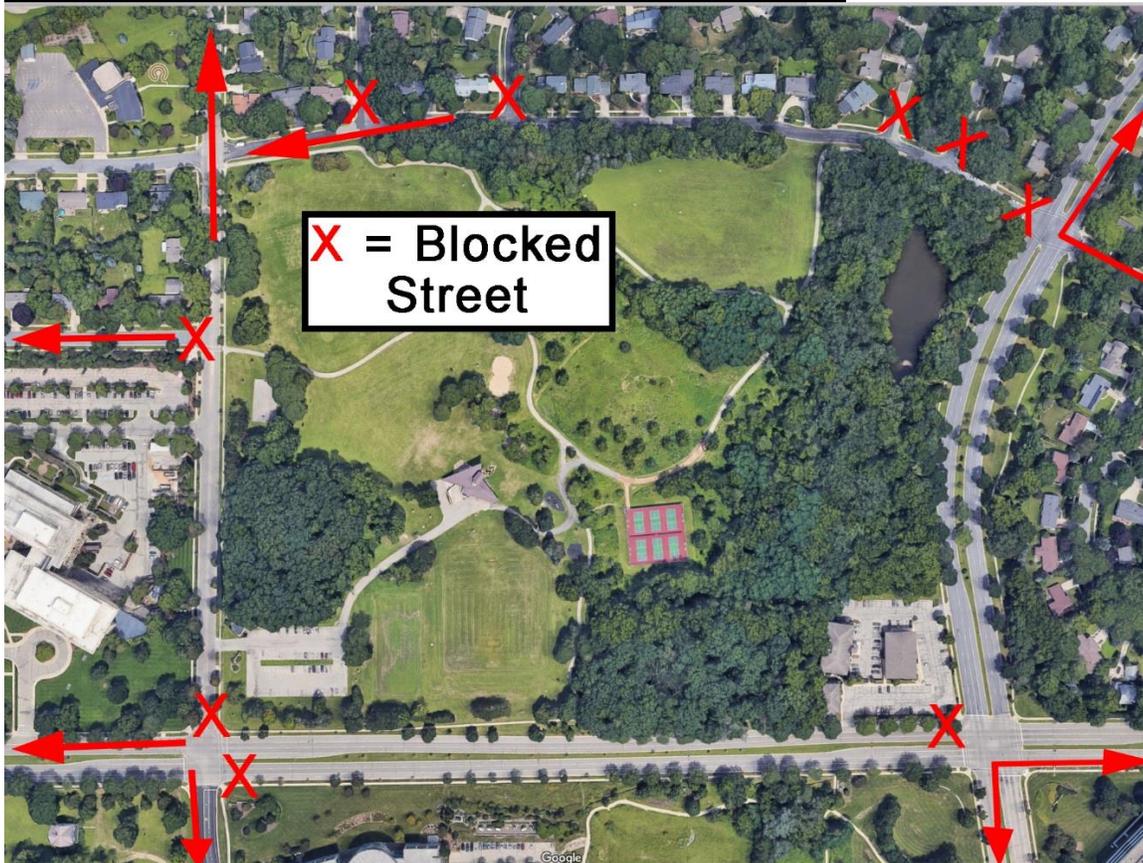
In the event of a criminal act, leave all belongings and evacuate the park as quickly as possible. A public address announcement will be given by General Director Kathryn Smith directing all persons to evacuate, if it is safe to do so. When you are in a safe location, inform your group leader and write down any details you remember from the incident. Group Leaders check in with your group members and make sure they are all accounted for (have a group roster for this purpose).

Event Manager Jill Krynicki and General Director Kathryn Smith will check in with Group Leaders and will be in contact with Police and Fire for the “all clear”.

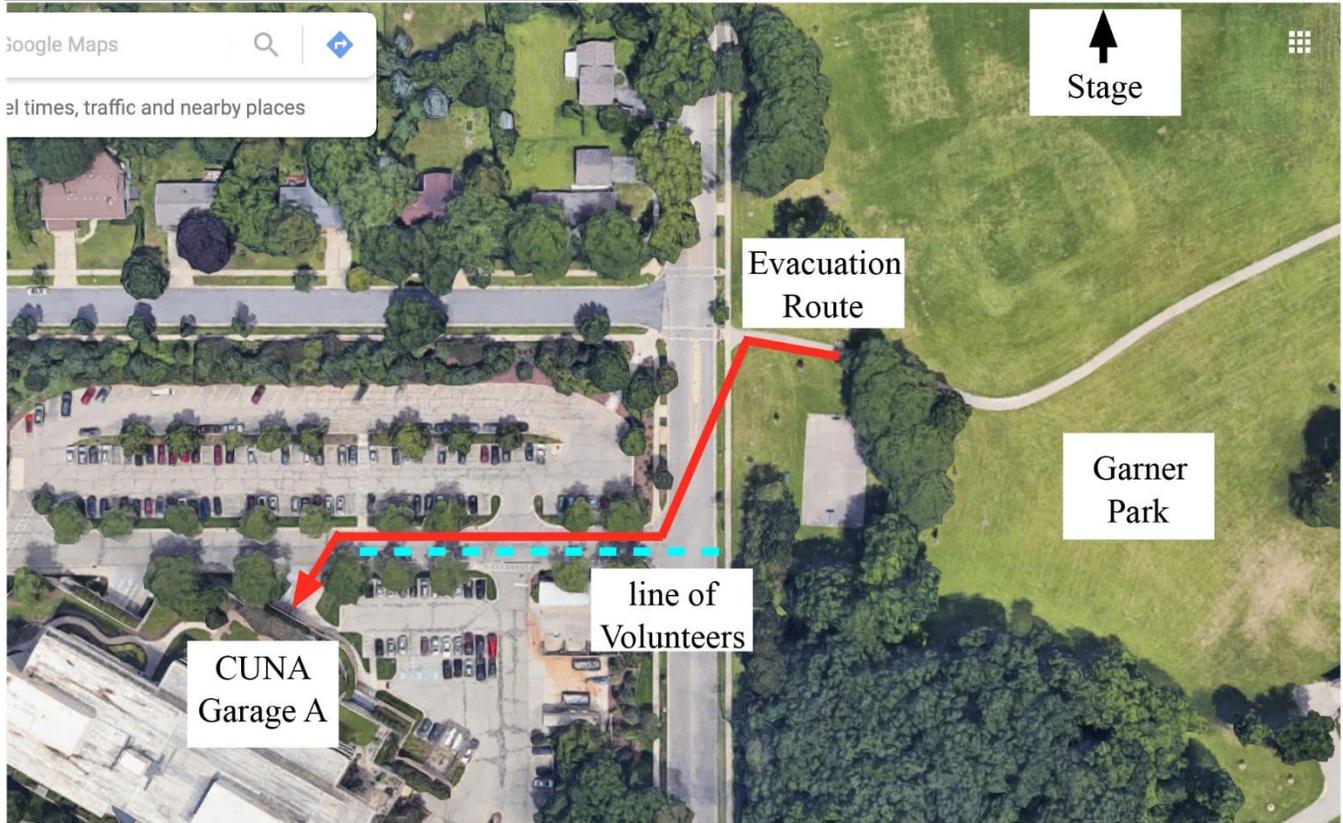
Public Address Announcement – *Emergency Evacuation for Criminal Act*

“May I have your attention. Due to an emergency situation in the park, evacuate the park immediately.”

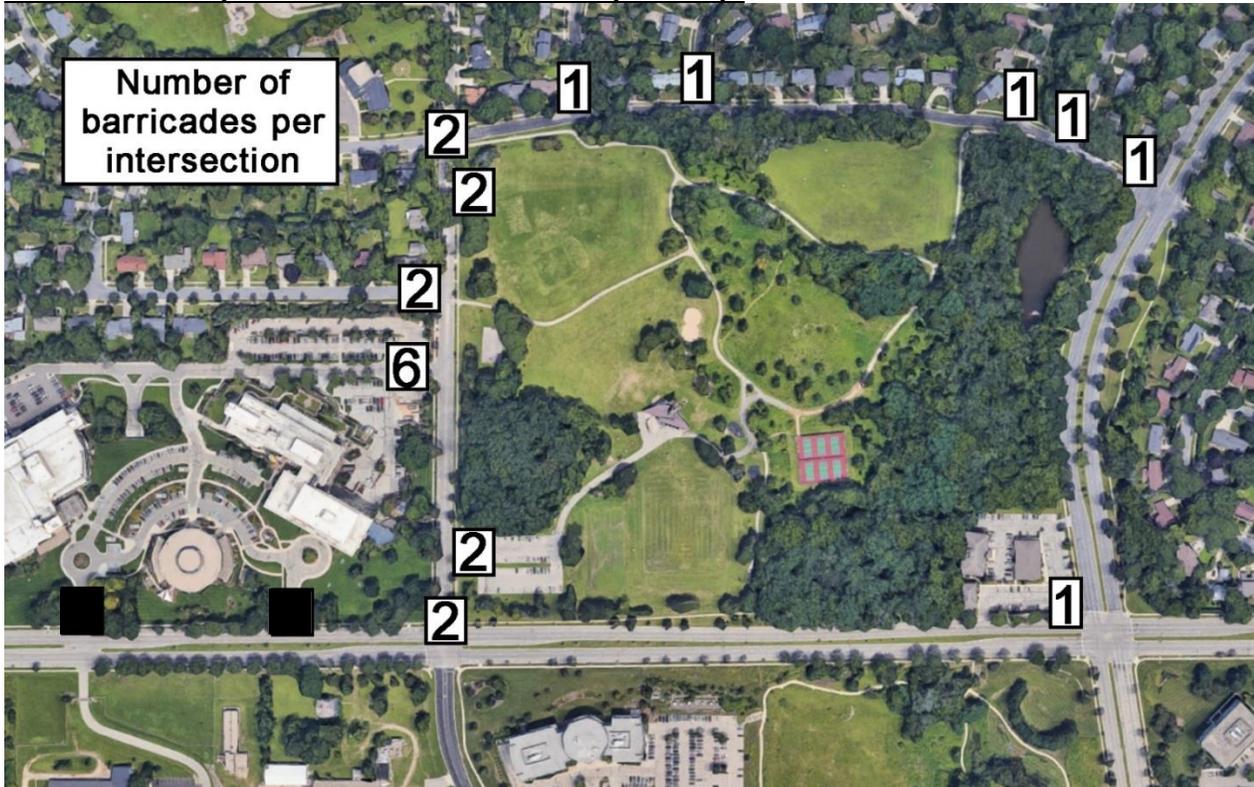
Attachment A – Emergency Evacuation Only Barricade placement:



Attachment B: Evacuation Route to Garage A



Attachment C: Opera in the Park Barricade Drop off Map:



See additional sheets: Group Leader Information Sheet, Volunteer & Staff Information Sheet.