

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Let's Eat Out! Neighborhood Dinners

Event Organizer/Sponsor Let's Eat Out!

Is Organizer/Sponsor a 501(c)3 non-profit agency? Yes No

If Yes, provide State of Wisconsin Tax Exempt Number _____

Address 410 Pawling St # 2

City/State/Zip Madison, WI 53704

Primary Contact Christine Amigh FAX N/A

Work Phone 608-630-4824 Phone During Event SAME

E-mail christine@letseatoutwi.org

Website www.letseatoutwi.org

Secondary Contact Jessica Wartenweber

Work Phone 608-228-0658 Phone During Event SAME

E-mail jessica@letseatoutwi.org

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: _____

Estimated Attendance 200-500 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours _____ to _____ Yes No

EVENT CATEGORY

Run/Walk Music/Concert Festival Rally Parking (i.e., bagging meters)

Other FOOD CART NEIGHBORHOOD DINNERS

LOCATION REQUESTED

Capitol Square (note specific blocks below) Podium/700-800 State Street

30 on the Square (a.k.a. top of 100 block of State Street) Other (specific blocks/streets requested below)

Street Names and Block Numbers: 1400 Wheeler Road, 4100 Donald Drive, 410 S. Midvale Blvd
1200 Tompkins Drive, 7200 East Pass

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) _____ Rain Date(s) N/A

Event Start Date(s)/Time(s) MAY 4th 5:30 PM Set-Up Date(s)/Time for Event 5 PM

Event End Date(s)/Time(s) AUGUST 27th 7:30 PM Take-Down Time 8 PM

APPLICATION SIGNATURE

_____/We waive the 21-day decision requirement.

Take-Down Time: start to streets reopened

street will not be closed
CMA (PLEASE INITIAL)

Your signature below indicates that you have read and understand the instructions and guidelines for a community event. Further, the person/group named in this application will be responsible for the conduct of the group and for the condition of the reserved area. Falsification of information on the application will result in forfeiture of up to \$200 per falsified item.

In addition to the rules and regulations detailed in the permit application instructions and guidelines, Street Use Permits are subject to all applicable ordinances, statutes and laws.

Signature CMA Date 3-29-15

Complete Event Schedule

The set-up and clean-up hours and vending hours will be the same at all listed locations

Set-up 4:30pm-5pm

Street Food Vending 5pm-7:30pm

Clean-up 7:30pm-8pm

Dates:

Weekly

May 4 – August 27

Day of the week & locations:

Mondays: Northside / Wheeler Road: Near Gompers Elementary

Mondays: East Side: Near Sandburg Elementary


Tuesdays: Midvale: Near Midvale Elementary

Tuesdays: Glendale: Near Glendale Elementary

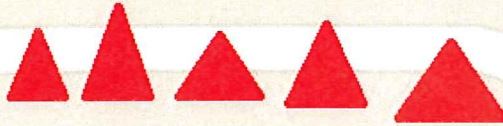
Wednesdays: East Pass: Near Country Grove Park

Food Carts

Gerald St


Sandburg
Elementary School

Donald Dr



David Rd

FC = Food Cart / Food Vendor

Golf Course Rd

Wheeler Ct

FC FC FC FC FC

er Rd

Wheeler Rd

Comanche Way

Black Hawk
Middle School

Emeritus at
Legacy Gardens

Samuel Gompers



FC = Food Cart / Food Vendor

S Midvale

Keating Terrace

S Midvale Blvd

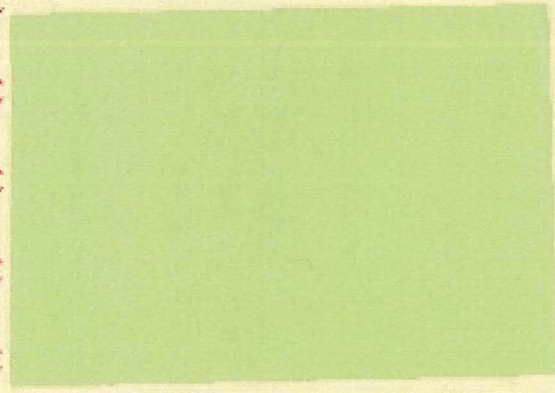
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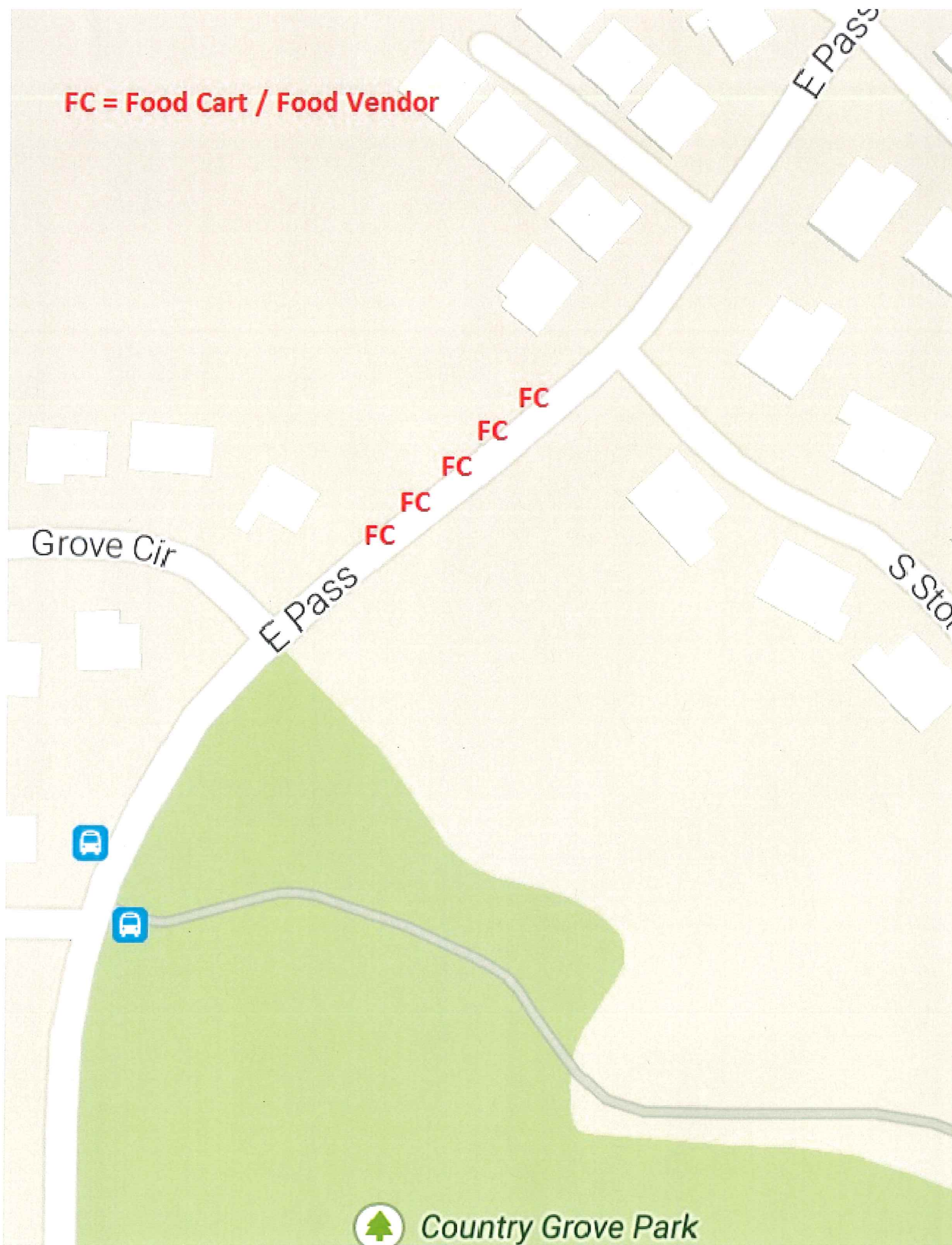
S Midvale Blvd


S Midvale Blvd

Dr



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 **Country Grove Park**

STREET USE PERMIT APPLICATION – TRASH AND RECYCLING PLAN

Include plans for collection and disposal of materials during and after event - number and location of garbage/recycling containers and dumpsters; number/schedule of volunteers/staff assigned to collection and clean up.

City containers are available for use:

Trash or recycling barrels, minimum of 8 @ \$12.50 each = \$100

If City containers are not used, please provide name of collection agency providing equipment and service for the event.

Any group that leaves the area in a condition that requires special clean up by park crews will be charged the full cost of clean-up.

If you need assistance with your recycling plan, please contact the City of Madison's Recycling Office, via [email](#) or at (608) 267-2626.

DETAIL TRASH AND RECYCLING PLAN:

All cart owners will follow vending regulations - to have a trash can & take the trash w/ them when they leave

- b) Each space is allowed 1 LP tank per cooking device. All LP tanks are to be secured in an approved manner (tied, strapped, chained, etc.)
- c) No cooking shall be allowed under a tent. Cooking shall be a minimum of 20' away from tents/canopies.
- d) Cooking must be on a non-combustible surface (grease collection material generally required under cooking and food service areas)
- 4. Fire Inspectors may be required to do an inspection of your event (depends on size and nature of the event), contact the Fire Department for guidelines
- 5. All tents/canopies used for cooking shall have a FLAME SPREAD Certification attached to the tent.
- 6. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

E. Medical Emergencies

- 1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries.
- 2. Event manager shall contact the Fire Department to determine if there is a need for on-site Emergency Medical Services at this event.
- 3. Should an incident occur that requires Emergency Medical Services to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

F. Law Enforcement

- 1. The need for constant Law Enforcement presence at this event
 has / has not been identified. Event manager shall contact the Police Department to determine if there is a need for Law Enforcement presence at this event
- 2. Should an incident occur that requires Law Enforcement, to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

G. Emergency Vehicle Access

- 1. Access for Emergency Vehicles will be maintained at all times.
- 2. 20' Fire Lanes are required to be kept open at events.
- 3. A 14' minimum height clearance requirement for anything that goes over a street or fire lane
- 4. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public throughways.
- 5. Crowd control will be managed by: Cart Owners.
- 6. Parking for vendor and staff vehicles will be: On the Street.
- 7. Parking for attendee vehicles will be: On the Street.

V. CONTACT INFORMATION

Primary Contact	Christine Ameigh	760-845-4662
Secondary Contact	Jessica Wartenweiler	608-228-6658
Emergency	Dane County 911 Center	911
Non-Emergency	Madison Fire Department	(608) 266-4420
Non-Emergency	Madison Police Department	(608) 261-9694

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