

2016

## STREET USE PERMIT APPLICATION

### EVENT INFORMATION

Name of Event: WILLY STREET FAIR - 2016

Event Organizer/Sponsor: WIL-MAR NEIGHBORHOOD CENTER + COMMON WEALTH

Is Organizer/Sponsor a 501(c)3 non-profit agency?

MANDATORY: State Sales Tax Exemption Number: 41148

Yes  No

OPTIONAL: Federal Tax Exempt Number: 39-1796793

Address: 953 JENIFER ST

City/State/Zip: MADISON, WI 53703

Primary Contact: GARY KALLAS

Email: garyk@wil-mar.org

Website: wil-mar.org

Secondary Contact: BEATRICE HADJIAN

Email: beatriceh@wil-mar.org

Annual Event?

Charitable Event?

If Yes, Name of charity to receive donations: WIL-MAR CENTER + COMMON WEALTH

Estimated Attendance: 4000 - SATURDAY + 8000 - SUNDAY (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.):

Hours: \_\_\_\_\_ to \_\_\_\_\_

SEE ADDENDUM

Yes  No

Yes  No

Yes  No

### EVENT CATEGORY

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

Other: STREET FAIR

### LOCATION REQUESTED

Capitol Square (note specific blocks below)

State St. Mall/800 State Street

30 on the Square (aka top of 100 block of State Street)

Other (specific blocks/streets requested below)

Street Names and Block Numbers: SEE ADDENDUM

### EVENT DATE(S)/SCHEDULE

Date(s) of Event: SEE ADDENDUM

Event Start and End Times: \_\_\_\_\_

Rain Date (if any): 11

Set-Up Start Time: 11

Take-Down Start Time and End Times: \_\_\_\_\_

TAKE-DOWN TIME: START TO STREETS REOPENED

Will sponsor apply for temporary class B license to serve or sell beer/wine for this event?

If class B license is denied, will the event(s) occur?

Yes  No

Yes  No

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

### APPLICATION SIGNATURE

BY SIGNING THIS APPLICATION, THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, 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.

Applicant Signature AK

Date 4-26-16

WILM STREET FAIR : SATURDAY, SEPTEMBER ~~25~~ <sup>26</sup>

~~2013~~  
2015

ORIGINAL  
USE FOR  
COPIES



## 2016 WILLY STREET FAIR—STREET USE PERMIT APPLICATION ADDENDUM:

### LOCATION REQUESTED:

The street locations requested:

For Saturday, September, 17 the 900 and 1000 blocks of Williamson as well as the 300 Block of E. Bearly.

For Sunday, the 800 block of Williamson is additionally requested closed.

Impacted residents have been engaged and informed of these requests and are supportive of these requests.

In addition, along the southside of Williamson Street some tents are left up overnight in the parking lane. Orange cones placed along the entire block at 15 feet apart. Security personnel on-site at all times.

### EVENT DATE(S)/SCHEDULE

DATE	ACTIVITY	HOURS
Saturday, September 17	Street Closings	Beginning at Noon
	Event Held	Noon to 9 pm
	Street Reopens	10:30 pm
Sunday, September 18	Street Closings	Beginning at 7 am
	Event Held	Noon to 7 pm
	Street Reopens	10:30 pm

20' Emergency Lane Maintained

### EMERGENCY ACTION PLAN (EAP) i.e. SAFETY AND SECURITY

Primary Contact:	Secondary Contact:	EMS (on Site All Times)
Gary Kallas (608) 235-2925	Beatrice Hadidian (608) 520-2291	Devin Abshere (608) 228-9692

#### Notification:

We will have an EMS on Site at all times.

We will have uniformed security on site at all times.

#### Severe Weather or Other EAP announcements:

This event will follow the 30/30 rule for lightning and will make public announcements as needed.

This event will maintain emergency 20' lanes throughout the event site by closing vendor access to center sections of the site.

Finally, we retain both public (off-duty officers) and private security staff. At all times a minimum combined 4 uniformed security staffs are on-site. In addition, our Willy Street Fair committee consists of over 50 community members and most are experienced with previous events. Most security matters are addressed by these community members.

## **CLEAN-UP AND RECYCLING PLAN**

We have recycled at the Fair since 1995. We maintain clearly labeled waste and recycling containers on the grounds. In addition, for the past two events we've been implementing on a trial basis strategies for a zero-waste event. Our efforts were mostly successful and in 2016 we look to expand the effort to include all days. Typically we bring in dumpsters from Waster Management and/or the City.

## **NOTIFICATION SCHEDULE**

The area alder, businesses and the few residents in the immediate site of the event have been informed of the upcoming event. Indeed, we have convened general meetings with area residents, Alderperson Marsha Rummel has convened her own meeting and we have ventured out door-to-door in the area on two separate occasions to gather application supporting signatures.

## **INSURANCE FOR YOUR EVENT**

Required insurance is on file in the City's Risk Management Office.

## STREET EVENT AMPLIFICATION PERMIT APPLICATION

Permit fee is \$100.00.

Permission for amplification does not exempt a group from Madison Ordinance noise restrictions. Please be considerate of neighboring residents and businesses. When notifying the alderperson and neighborhood association (if necessary) about your event, be sure to include detailed information about any plans you have for amplified sound.

Do you have public amplification planned for your event?

If Yes, please continue. If No, skip this form.

Yes  No

### EVENT INFORMATION

Name of Event: WILLY STREET FAIR

Contact Person: GARY KALLAS

Location: 800-1000 BIRKS-WILIAMSON ST Date: SEPT 17 2018

Type of Amplified Sound:

Band  DJ  Sound System  Speeches/Announcements  Karaoke

Other (please specify): \_\_\_\_\_

Hours of Amplification:

Date: SEE ADDENDUM Time: \_\_\_\_\_

## STREET EVENT BEER/WINE SALES PERMIT APPLICATION

Permit fee is \$700.00.

Do you plan on selling beer/wine?

If Yes, please continue. If No, skip this form.

Yes  No

### EVENT ORGANIZER INFORMATION

Name of Group: WIL-MAR NEIGHBORHOOD CENTER

Contact Person: GARY KALLAS

Address: 953 JENIFER ST

Work Phone: 608-257-4576 Phone During Event: 608-235-2925

Today's Date: 4-26-14

### BEER SALES PERMIT INFORMATION

Any Temporary Class "B" Retailers License application that is in conjunction with a Street Use Permit, must be submitted at least 60 days before the event date and be approved by the Alcohol License Review Committee and the Common Council. See Madison General Ordinance Sec. 38.05(9)(e)2.

Name of the Licensed Bartender: LOREY GREASON

Security Company: PERMIT

Have you applied for the Temporary Class "B" Retailers License (from the City Clerk's Office)?  Yes  No  
Indicate Application Date: \_\_\_\_\_

Have you submitted the Certificate of Insurance with a liquor liability naming the  
City of Madison as Additional Insured? CONCURRENTS

Yes  No  
Indicate Application Date: \_\_\_\_\_

## STREET EVENT VENDING LICENSE APPLICATION

<input type="checkbox"/> 1-25 Vendors .....	\$400.00
<input checked="" type="checkbox"/> 26-100 Vendors .....	\$675.00
<input type="checkbox"/> 101-300 Vendors .....	\$975.00
<input type="checkbox"/> 301 or more Vendors .....	\$1,700.00

THERE WILL NOT BE LESS THAN  
26 VENDORS NOR MORE THAN 100,  
COMPLETE LIST PROVIDED WHEN  
ITS FILLED IN.

THANKS

### EVENT INFORMATION

Name of Event: WILLY STREET FAIR

Event Organizer/Sponsor: WIL-MAR NEIGHBORHOOD CENTER

Address: 953 JENIFER ST

City/State/Zip: MAULSON, WI 53703

Date(s) of Event: SEPT 17 6 18

Rain Date(s): NONE

Primary Contact: GARY KALLAS

E-mail: garyk@wil-mar.org

Work Phone: 608-257-4576

Phone During Event: 608-235-2925

Vendor Name	WI State Seller's Permit #
1.	
2.	
3.	
4.	
5.	
6.	
7.	
8.	
9.	
10.	
11.	
12.	
13.	
14.	
15.	
16.	
17.	
18.	
19.	
20.	
21.	
22.	
23.	
24.	
25.	