

## PILOT PROGRAM: FOR EVENTS DURING COVID-19

TITLE: Proposal to provide an application process for small, park events (without a shelter reservation). The goal of this pilot program is to allow events that comply with Public Health of Madison and Dane County (PHMDC) Orders in regard to gathering restrictions and guidelines. If successful, the program may be extended if/when COVID-19 guidelines are no longer required.

The application process will allow for better communication of these restrictions and guidelines as well as confirmation (signature) that these restrictions are understood. Madison Parks will be more aware of what is happening in our parks and there will be fewer “surprise events.”

Currently the only way to reserve open park space is through the Park Event Permit. This permit can take months for approval and has fees that are more appropriate for large festival gatherings and fundraisers. This pilot program could also address some of the equity issues facing private event organizers that cannot afford a Park Event Permit and could be of value for small events even after gathering restrictions are lifted. Event qualifications for this permit:

- Expected attendance at or below the PHMDC gathering restrictions in place on the date of the event (currently 25 for outdoor gatherings).
  - Must provide estimated number of guests.
- Requesting reserving open space in a Madison Park (no shelter reservation).
- Not a fundraising event.
- Not an advertised event.
- There will be no vending.
- The event will not take up extensive space in the park. The rest of the park must be accessible to the public.
- Must adhere to the PA1 requirements if requesting an amplification permit
  - Sound Limit: 75 dB, 150 ft from the source.
  - Time Limit: Between 8 AM and 9 PM, 6 hour duration
- No more than one temporary structure permit allowed.
- One day event only.

Applications must be submitted at least 14 days before the event date if requesting a temporary structure permit.

### Fee Schedule

Application Fee	\$50.00 (nonrefundable)
Scheduling Fee	\$35.00
Temporary Structure Permit (optional)	\$110.00 (one structure only)
Amplification Permit (optional)	\$60 / 6 hours
Damage Deposit (refundable)	\$75.00