



City of Madison

City of Madison
Madison, WI 53703
www.cityofmadison.com

Meeting Minutes - Approved STREET USE STAFF COMMISSION

Wednesday, August 20, 2014

10:00 am

Parks Conference Room
210 Martin Luther King, Jr. Blvd.
Room 108 (City-County Building)

I. CALL TO ORDER / ROLL CALL

Additional Staff Present: Lisa Laschinger and Lt. Dave McCaw

Present: 8 - Kelli Lamberty; Carl Strasburg; Susan Barica; Katie Sellner; Tom Mohr; Bill Putnam; Roger Kleist and Eric Veum

Excused: 3 - Jeremy McMullen; John Fahrney and Laura Bauer

II. APPROVAL OF MINUTES

Motion for Approval

First: Sue Barica

Second: Tom Mohr

III. PUBLIC COMMENT

No members of the public registered to speak regarding items not on the agenda.

IV. DISCLOSURES AND RECUSALS

There were no disclosures or recusals by members of the Commission for any item on the agenda.

V. STREET USE PERMIT APPLICATIONS FOR SPECIAL EVENTS

1. [35248](#) HOMECOMING PARADE SPECIAL GUEST VIEWING AREA
Peace Park, 229 W Gilman St
F, Oct 24, 2pm-8pm
Area for parade viewing with music and vendors. Discuss location, schedule, set-up and activities.
Kate Prehn, University of Wisconsin Foundation (Wisconsin Alumni Association)

ACTION: Approved with Conditions

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Certificate of insurance listing the City of Madison as additional insured is

required - on file.

Special duty officers required for event. Call 608-266-4022 to arrange.

No street closure, request for parking/sidewalk space only.

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make

arrangements to pickup and return barricades required for event.

Signage and staffing at event perimeter – NO ALCOHOL BEYOND THIS POINT/PRIVATE EVENT.

Security required for event.

8' pedestrian pathway must be maintained on sidewalks throughout event area.

Noise must be kept to a reasonable level at all times.

No inflatables.

No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area including removal of trash and recycling. Charges will be assessed for any City staff time or resources required for clean up.

Responsible for damage to the park – will be required to pay for any necessary repairs.

2. [32640](#)

LIVE ON KING STREET

100 Block of King Street

F, Jul 11 & 25, Aug 8 & 22, Sept 19, 8am-12am

Discussion of proposed amendments to approved permit for Sept 19 concert.

Annual concert series. Discuss event dates, location, schedule, set-up and activities.

Matt Gerding & Scott Leslie, Majestic Live

Public Comment: Jason Hoke, Dino Maniaci and Alex Negron registered to speak neither in support or opposition.

ACTION: Approved with Conditions

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Certificate of insurance listing the City of Madison as additional insured is required - on file.

Special duty officers required for event. Call 608-266-4022 to arrange.

Notify area Alder, businesses and residents on 100 King Street. Provide copy of notice.

Barricade placement as per plan on file with Traffic Engineering (TE).

Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.

Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.

3 Metro routes detoured by event. Fee/route detoured applies (for each concert).

Staffing/signage at event perimeter: NO ALCOHOL BEYOND THIS POINT.

Provide access to public through event to open businesses and residences.

20' emergency access lane must be maintained throughout event area.

8' pedestrian pathway must be maintained on sidewalks throughout event area.

City vendor licenses are invalidated for this event.
 Noise must be kept to a reasonable level at all times
 No permanent marking, including spray chalk, of streets sidewalks, paths or city landscaping is allowed.
 Event organizer/sponsor is responsible for clean up of event area. Charges will be assessed for any City staff time or resources required for clean up.

VI. STREET USE PERMIT APPLICATIONS FOR ROUTINE REQUESTS

1. [35233](#) MONROE STREET FESTIVAL
 Harrison Street lane closure at Monroe Street (south side only), Parking:
 Odd (south side) 1700-1900 Monroe Street, first two meters on Even (north)
 1900 Monroe Street, Odd (north) 2600 Monroe Street
 Sa, Sept 13, 10am-7pm
 Street closure for annual street sale/festival. Discuss location, schedule, set-up and activities.
 Carol "Orange" Schroeder

ACTION: Approved with Conditions
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 Certificate of insurance listing the City of Madison as additional insured is required - on file.
 Call 608-267-8756 to arrange for meter bags and "No Parking" signs. Remove meter bags and signs when event has ended.
 Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.
 20' emergency access lane must be maintained throughout event area.
 8' pedestrian pathway must be maintained on sidewalks throughout event area.
 No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
 No inflatables.
 Event organizer/sponsor is responsible for clean up of event area. Charges will be assessed for any City staff time or resources required for clean up.

2. [35252](#) PARK(ING) DAY 2014
 100 or 200 Block MLK
 F, Sept 19, 8am-4:30pm
 Transformation of a metered parking stall into a temporary public park.
 Discuss location, schedule, set-up and activities.
 Steve Ziegler, ZDA, Inc

ACTION: Approved with Conditions
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Certificate of insurance listing the City of Madison as additional insured is required - on file.
Call the Sayle Street Garage, 608-266-4767, 1120 Sayle St, to make arrangements to pickup and return barricades required for event.
Call 608-267-8756 to arrange for meter bags. Remove meter bags when event has ended.
Event cannot displace licensed city vendors.
8' pedestrian pathway must be maintained on sidewalks throughout event area.
No permanent marking, including spray chalk or stickers, on streets, sidewalks, paths or city landscaping is allowed.
No inflatables.
Event organizer/sponsor is responsible for clean up of event area. Charges will be assessed for any City staff time or resources required for clean up.
No street closure, request for parking/sidewalk space only.

3. [35235](#)

4000 COUNCIL CREST
Neighborhood Block Party
Sa, Aug 23, 10am-10pm
Erica Meier

ACTION: Approved with Conditions

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Resident petition - on file.

The event organizer is responsible for making arrangements to pick up and return the barricades and "Road Closed" signs required to close the street. Please contact the Sayle Street Garage, 608-266-4767, 1120 Sayle St., Monday-Friday, 8:30am-3:00pm. The organizer will need a vehicle that can accommodate 12' barricades. Approved Neighborhood Block Parties are given up to 8 barricades at no cost (\$5 rental fee per barricade for each additional). For weekend events, equipment pick up will only be on Fridays, 8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm. Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.

20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

4. [35236](#)

600 PICKFORD STREET
Neighborhood Block Party
Sa, Aug 23, 12pm-12am
Terri Pope

ACTION: Approved with Conditions

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ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

5. [35237](#)

3800/3900 ST CLAIR STREET

Neighborhood Block Party

Sa, Aug 30, 3pm-Dusk

Rain Date: Sunday, August 31

Kerry Burke

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

[35260](#)

700 PICKFORD STREET

Neighborhood Block Party

Sa, Aug 30, 3pm-9pm

Matt Malloy

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

6. [35238](#)

600/700 BALTZELL STREET

Neighborhood Block Party

Sa, Aug 30, 3pm-9pm

Rain Date: Sunday, August 31

Gil Jevne

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

7. [35240](#)

500-600 CLEMONS AVENUE

Neighborhood Block Party

Su, Aug 31, 8am-6pm
Rain Date: M, Sept 1
Polly Sackett

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

8. [35241](#)

100-300 ACADIA DRIVE
Neighborhood Block Party
Su, Aug 31, 12:45pm-10pm
Jane Vander Meer

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

9. [35242](#)

1-99 KNUTSON DRIVE
Neighborhood Block Party
Sa, Sept 6, 7:30am-7pm
Rain Date: Su, Sept 7
Karen Bassler

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

10. [35243](#)

600 KNICKERBOCKER STREET
Neighborhood Block Party
Sa, Sept 6, 10am-10pm
Rain Date: Su, Sept 7
Jon Dahl

ACTION: Approved with Conditions

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Resident petition - on file.

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event has ended.

20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

11. [35244](#)

2700 KENDALL AVENUE

Neighborhood Block Party

Sa, Sept 6, 12pm-10pm

Rain Date: Su, Sept 7

Franz St John

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

12. [35245](#)

500 BOWMAN AVENUE

Neighborhood Block Party

Sa, Sept 6, 2pm-Dusk

Rain Date: Su, Sept 7

Barbara Lanser

ACTION: Approved with Conditions

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Resident petition - on file.

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accommodate 12' barricades. Approved Neighborhood Block Parties are given up to 8 barricades at no cost (\$5 rental fee per barricade for each additional). For weekend events, equipment pick up will only be on Fridays, 8:30am-3:00pm and must be returned the following Monday, 8:30am-3:00pm. Call 608-267-8756 to arrange for "No Parking" signs. Remove signs when event has ended.

20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

13. [35246](#)

100 DIXON STREET

Neighborhood Block Party

Su, Sept 7, 11:50am-3pm

Steve Meiers

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

14. [35247](#)

4000 WINNEMAC AVENUE

Neighborhood Block Party

Su, Sept 14, 3:30pm-7:30pm

Rain Date: Su, Sept 21

Eileen Hannigan

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

15. [35251](#) 1800 SHERIDAN STREET
Neighborhood Block Party
Su, Sept 21, 12pm-8pm
Ann Freiwald

ACTION: Approved with Conditions

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Resident petition - on file.

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20' emergency access lane must be maintained throughout event area.

No inflatables on streets or sidewalks.

No permanent marking, including spray chalk, on streets, sidewalks, paths or city landscaping is allowed.

Event organizer/sponsor is responsible for clean up of event area.

VII. ONGOING BUSINESS / ANNOUNCEMENTS

1. Recap recent street use events - Jazz at 5, YWCA Madison Annual Cookout, Live on King Street Concert Series, Great Taste of the Midwest, Woof's Pride King Street Block Party, Outreach Pride Parade, Equinox Move-In, Madison Mini Marathon, India Day, Schenk's Corners Block Party, Triangle Ethnic Fest, Aberdeen Move-In
2. Updates on event issues - construction, proposals, procedures, changes in process, event information, etc.

3. Preview upcoming events - see below and 2014 events calendar
4. Next Street Use Meeting - Wednesday, September 3, 2014

VIII. ADJOURNMENT

UPCOMING EVENTS