

LAD 27450

STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

EVENT INFORMATION

Name of Event Children's Voice Inc.

Event Organizer/Sponsor Jill Nyland

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

If Yes, provide State of Wisconsin Tax Exempt Number _____

Address 4830 Valor Way

City/State/Zip Madison, WI, 53718

Primary Contact Jill Nyland

FAX _____

Work Phone (608) 579-1182

Phone During Event (608) 577-1867

E-mail Jill.Nyland@ymail.com

Website childrensvoiceinc.org

Secondary Contact _____

Phone During Event _____

Work Phone _____

E-mail _____

Annual Event? Yes No

Charitable Event? Yes No

If Yes, name of charity to receive donations: Children's Voice Inc.

Estimated Attendance 600 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 11am to 1:30pm + 7am-8am announcement Yes No

EVENT CATEGORY

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

LOCATION REQUESTED

- Capitol Square (note specific blocks below)
 - 30 on the Square (a.k.a. top of 100 block of State Street)
 - Podium/700-800 State Street
 - Other (specific blocks/streets requested below)
- Street Names and Block Numbers: _____

EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) _____

Rain Date(s) NONE

Event Start Date(s)/Time(s) 9/27/13 - 12pm

Set-Up Date(s)/Time for Event _____

Event End Date(s)/Time(s) 9/28/13 - 6pm

Take-Down Time _____

Take-Down Time: start to streets reopened

APPLICATION SIGNATURE

_____/We waive the 21-day decision requirement. _____ (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, statues and laws.

Signature Jill Nyland

Date 1-17-13

Olbrich Park Special event

Name of event

Garden Half Marathon, 4 mile run /walk

1.Type of event

Half marathon, 4 mile run/ walk. Event feature a band from the Madison area with a beer tent at Olbrich Park. Clown show at Olbrich Botanical Gardens for children.

2.When

September 28th, 2013

3.Date

Set up- Friday, September 27th,2013 (tent and Fence at Olbrich Park)

Set up- Saturday, September 28th, 2013

Event Date-Saturday, September 28th, 2013

Tear down date- Saturday, September 28th,2013

4.Times

Set up time – Friday September 27th, 2013-12 pm-4pm

Set up time- 4am-7am, September 28th, 2013

Event day -7am- 1:30 pm, September, 28th, 2013

Tear down time – 8:00 am-4:00pm, September 28th, 2013

Tent and fence tear down- 3:30- pm till 6 pm, Saturday , September 28th

5.Location

Olbrich Park and Lakeland Ave

Road Closure

Atwood Ave to Winnequah Rd- 6:30-9:00

6.Parking Lot closure

Olbrich park Parking lot

7.Parking plan

Parking available at Olbrich Botanical Gardens from room rental. Parking also at Olbrich Park parking lot. All participants will be encouraged to park on side streets if parking lots are full.

8. Traffic Plan

Right Lane on Atwood closed. Advanced right lane closed warning sign 200 feet before type 3 barrier. There will be a Type 3 barrier with flashing arrow at Oakridge Ave. Cones will be along Atwood Ave until Winnequah Rd. Runners will turn off onto Winnequah Rd. Runners starting at different time for crowd control.

9.Attendance

Estimated participants 600

PA system

Beginning of race at Atwood Ave and Lakeland Ave -7 am till 8 am

Band

Time frame- 11 am-1:30 pm at Olbrich Park

Plan for selling Alcohol

Location- Olbrich Park southeast of Lakeland Ave / beer tent

Time- 11am-3:00

Food and Beverages-

Water stations and Gatorade every 2 miles-Free with registration

Water bottles handed out after the race-Free with registration

Sandwiches, chips and cookies- Free with registration

Beer sold at beer tent

stark weather

Atwood Ave

portable
toilets

Cooler
Beer
TRUCK

9'2"
Tent
14'2"

8'11"
Barrels

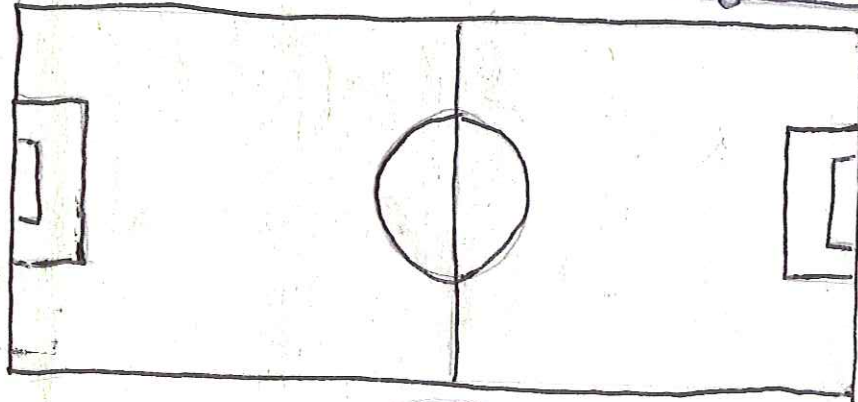
portable
barrels

Tent
30'
45'

Band
Door
generator

100'
100'

100' → snow fence

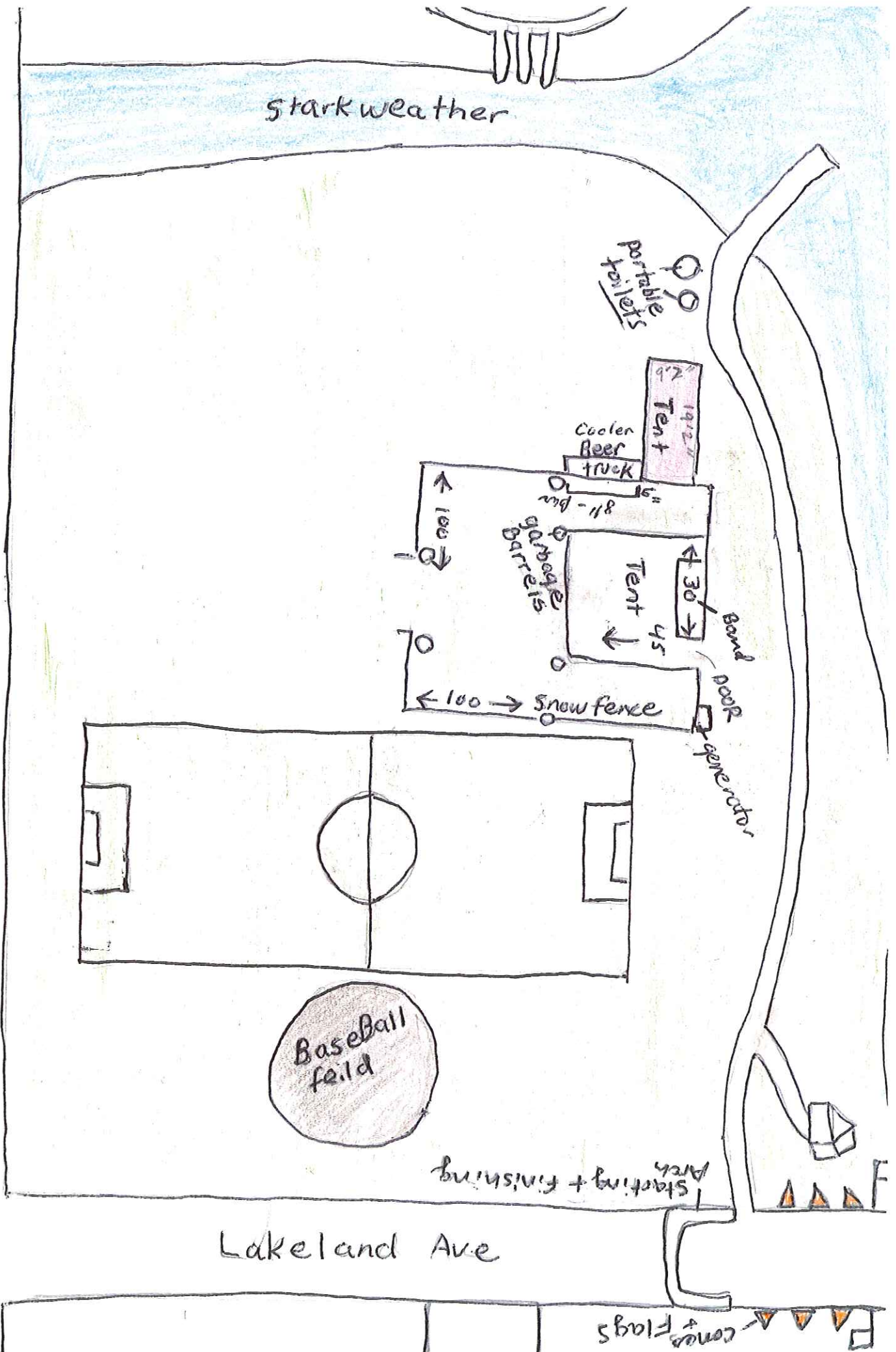


Baseball
field

Starting + finishing
Arch

Lakeland Ave

cones + flags



All marathon and 4 mile / walk activities

Lakeland street start- Marathon runners will be chipped timed therefore there will be an arch at the beginning and finishing line. (Same location) There will be a red tent (19.2 x 9.7) at Olbrich Park where runners/ walkers can pick up their shirts in the beginning of the race.

Guiding the half marathon and 4 mile walk/ run – There will be arrow sign along the half marathon and the 4 mile run/ walk. Whenever there is an intersection there will be an arrow sign. Whenever the direction may be in question at all there will be an arrow sign.

Guiding side road volunteers- There will be volunteers to cheer the runners/ walkers. Road volunteers will also watch for any problems. Volunteers will warn runners of busy streets

Photography- photography at the end of the race to take runners photos.

Mile markers and arrows- Wood made mile markers at each mile. There will be Arrows to help lead the way.

Cones and barriers- There will be 1 type 3 barrier with a flashing arrow at Oakridge Ave. Advanced warning sign 200' prior to barrier stating right lane closed ahead. Cones will be down Atwood Ave blocking off the right lane of Atwood Ave until Winnequah Rd. Cones will be taken down as soon as last walkers cross Dennette street.

Post party event Beer tent at Olbrich Park with free food. Beer will be for sale. The band Midlife Crisis will be playing from 11 am until 1:30 pm. Olbrich Botanical Garden will have a children's gathering with Big Bird, cookie monster mascots. Complimentary photos with registration. A clown will also make balloons for the children.

Prizes to winners- Half marathon will be chipped timed. Prizes will be given.

EMS- There will be 2 EMS aid stations. There will be one EMS aid station at Winnequah Park. There will be One EMS aid station at the end of the Race.

Security- 1 Security guard will be at the beer tent. One security guard will patrol John Nolen to observe for any possible problems and contact the appropriate response volunteer / staff.

Water, Gatorade stations and portable toilets - There will be a water station and portable toilets approximately every two miles

Insurance coverage Insurance will be obtained naming the City of Madison, the parks division and children's Voice Inc. in the amount of 1,000,000

Signed waivers Signed waivers will be required for registration. Emergency contact will be required also with registration

Advertisement- Facebook, Childrensvoiceinc.org, active.com registration, Flyers on random homes on door knobs. Flyers handed out to daycares were organization (Children's Voice)

books will be donated in the end of March. There will be a newspaper notification one month prior to race event. There will be banners on bridges one by the UW hospital and one at the bridge by Meritor hospital. Flyers will be hung at UW hospital.



Library permit path
Distance: 13.11 mi
Elevation: 160.76 ft (Max: 938.32 ft)

Add Notes Here

