

STREET USE (SPECIAL EVENT) PERMIT APPLICATION

Applicant

Jo Withers

Warf

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Madison, WI 53715

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Contact During Event

Wes Marner

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Event Information

Name of Event: Curiosity Cube @ Summer Expeditions

Event Type: One Day

Estimated Attendance: 150

Is this a new event: No

Event Additional Information

Run/Walk: ☐

Music/Concert: ☐

Festival: ☐

Rally: ☐

Parade: ☐

Posting no parking signs or bagging meters? ☒

Other: ☒

If other, please describe:

Placement of mobile science lab for youth exploration. Curiosity Cube is a product of Millipore Sigma.

Site Map

Each event application must include a detailed event site map with the following items a applicable:

- Accessible paths for wheelchairs as well as disabled parking spaces
- Dumpsters
- Emergency vehicle access lanes (minimum of 20')
- Event Perimeter
- Garbage and Recycling - cleanup and trash/recycling plans are required with the site map
- Portable toilets
- Signage
- Stages
- Temporary Structures
- Tents
- Vendors

A helpful online resource for route mapping is: [Map My Run](#)

I understand I must attach site map and route map with this application, if applicable: ☐

Location Information

Capitol Square: ☐

State Street Mall (700/900): ☐

30 on the Square: ☐

Other: ☒

Street Names and Block Numbers:

330 North Orchard Street

Event Dates

Setup Date	Setup Time	Event Start Date	Event Start Time	Event End Date	Event End Time	Cleanup Completed Date	Cleanup Completed Time	Rain Date
07/11/2018	10:00	07/11/2018	12:00	07/11/2018	4:00	07/11/2018	6:00	

Temporary (Picnic/Beer) Licenses

Visit the [City of Madison City Clerk's Office](#) website under heading "Temporary Picnic/Beer License" to apply.

Will beer/wine be sold?(\$):

No

Will beer/wine be served (Free of charge)?:

No

I understand that a Certificate of Insurance with liquor liability, naming the City of Madison as additional insured, is required: *

☐

I understand I must apply for Temporary (Picnic/Beer) License to serve or sell beer/wine for this event:

☐

If the Temporary (Picnic/Beer) License is denied will the event occur?:

No

Street Use Event Vending License

If food will be sold please visit the [Public Health - Madison & Dane County](#) website.

I understand a Special Event License Application listing the vendors and their Sellers ID# is required:

☐

Will food and/or merchandise be sold?(\$):

No

Estimate number of vendors:

Public Amplification Permit

If public amplification is needed it must be kept to a reasonable level at all times and must end by 11 pm.

Will there be Public Amplification?(\$):

☐

Start Date	Start Time	End Date	End Time	Rain Date
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SAFETY AND SECURITY

- Complete the Emergency Action Plan (EAP) template below to provide information about the safety plan for your event.
- For large events, contact [Madison Fire](#) prior to submitting the street use permit application, so they can review and make recommendations for additional emergency plan requirements.
- At the review of the street use permit application, Police and Fire Department representatives may also require [Special Duty Police Officers](#) or Fire Inspector staffing at your event. If MPD designates an event as a District Event, the organizer must contact [Central District MPD](#), (608) 266-4482, regarding Madison Police requirements for the event.

Emergency Action Plan [PDF/ MS Word](#)

RUN/WALK EVENTS

For run/walk events, organizers are strongly encouraged to contact [Police](#), [Traffic Engineering](#) and [Madison Metro](#) prior to submitting an application so these agencies can review and make recommendations on the proposed route(s).

I understand that I must submit the Emergency Action Plan:

☒

Equipment Rental - Downtown events only.

Will you need equipment rental from the City of Madison?(\$):

No

Trash Barrels:

0

Recycling Barrels:

0

Dumpsters:

0

Electrical Adaptors:

0

Marketing

Conditional approval of the event is required before promoting, marketing or advertising the event.

Do you want this included in the Madison Parks calendar of events?:

Yes

Acknowledgement

If a street use permit is issued for the event, the Applicant agrees to comply with all permit conditions, and understands that failure to comply with any condition or any violation of law may result in the immediate cancellation of the event

Further, the Applicant is legally responsible and financially liable to the City of Madison for all city fees and costs associated with the overall organization, management, and implementation of the event and its related activities and maintains ultimate liability for payment of all fees and costs assessed by the City of Madison.

I have read the Acknowledgement: ☒

Indemnification

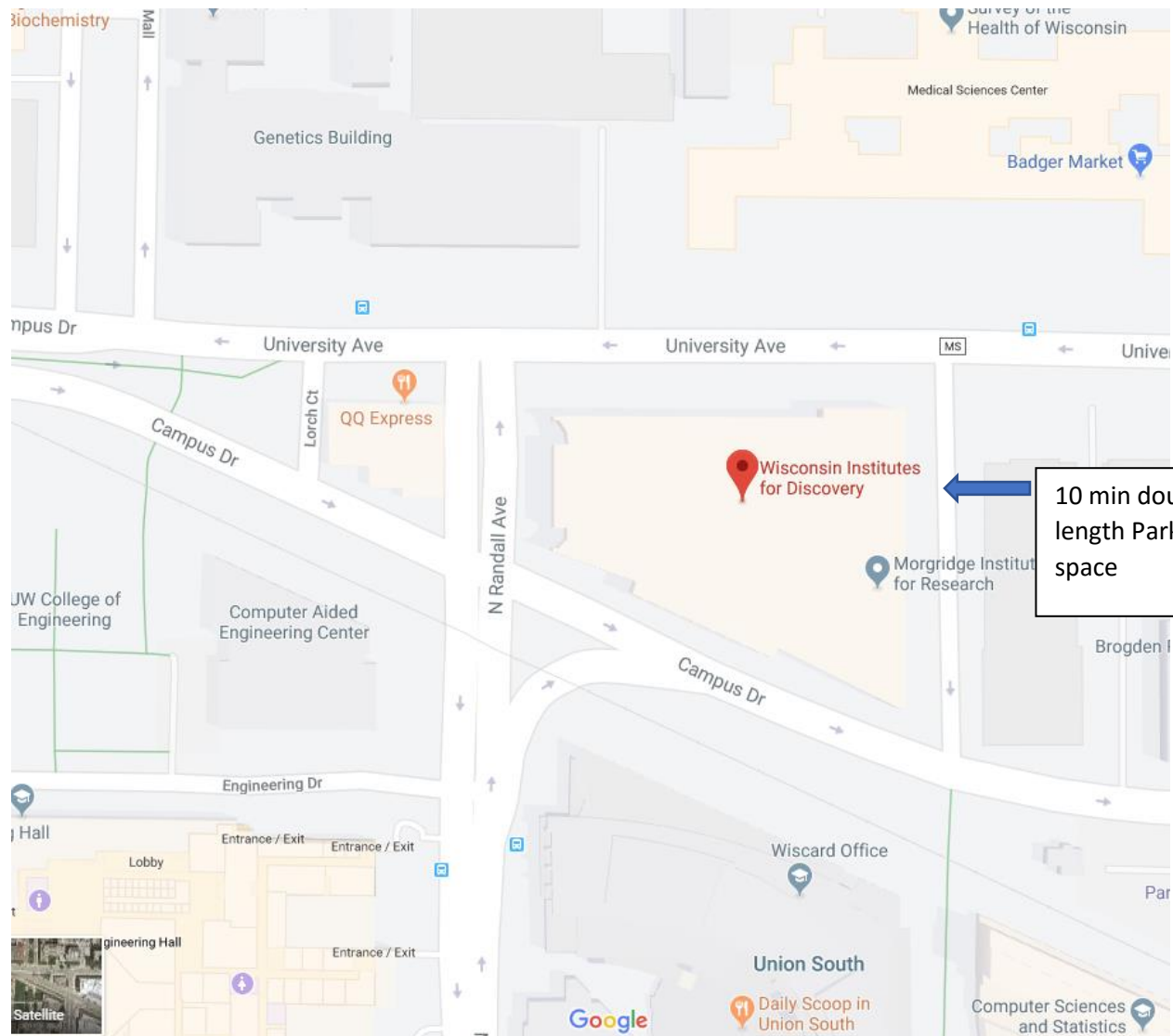
THE APPLICANT FOR A STREET USE PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING FROM THE ACTIVITIES FOR WHICH THE PERMIT IS GRANTED.

I have read the Acknowledgement: ☒

Signature

Signature: Jo Withers

Date: 06/07/2018



10 min double
length Parking
space

The Curiosity Cube is a retrofitted shipping container that has been transformed into a mobile science lab. Participants will enter the cube from the sidewalk only. The cube fits into the parking spots located on Orchard Street but does extend beyond the spots by approximately 1.5 feet. This is less than the distance that school buses extend beyond the spots and traffic can get around.

In 2017, we closed the entire street, but we do not think that this is necessary for our event. We feel it would be safe to cone off the extended area of the parking spots and still allow general traffic to enter Orchard between University Ave and Johnson St. This is not a high traffic area and we would not impede sidewalk or bike lane traffic.

Information below outlines the dimensions and drop off instructions for the Cube.

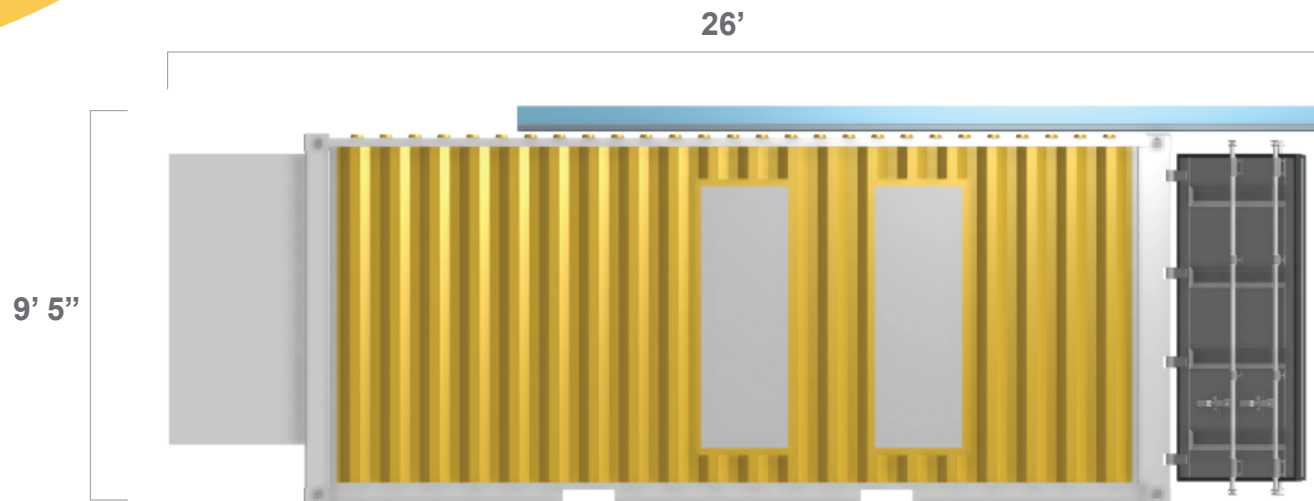
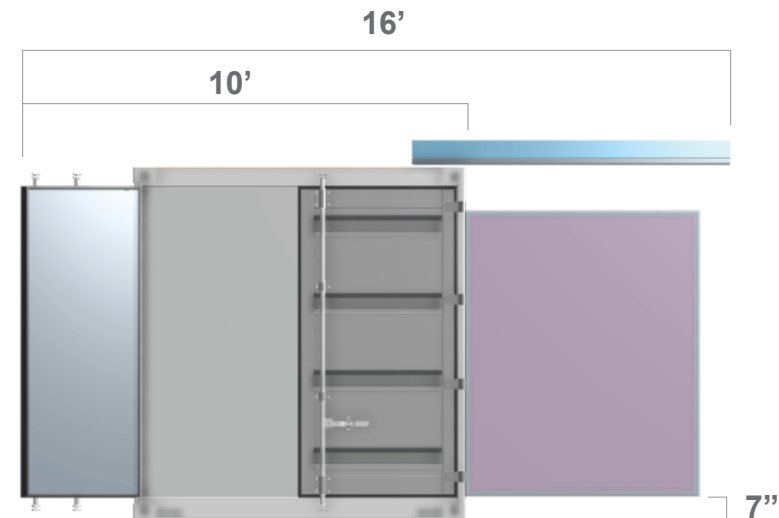
curiosity cube

Dropoff instructions and Cube dimensions

The Curiosity Cube is a retrofitted shipping container that has been transformed into a mobile science lab. This document outlines the dimensions and drop off instructions for the Cube.

FRONT VIEW

The Cube includes an extendable Side Space pictured here.



SIDE VIEW

The righthand side

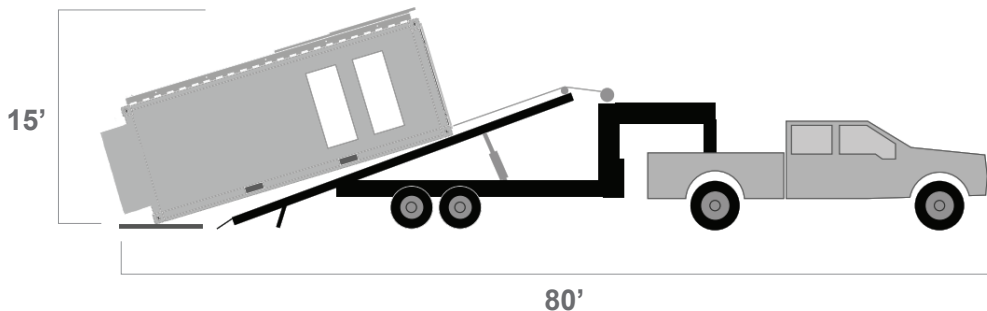
curiosity cube

Dropoff instructions and Cube dimensions

The Curiosity Cube is typically delivered the night before your event by a trained driver.

Total space needed for safe drop off:
140 feet x 25 ft

Space needed for event:
26 feet x 16 ft



FAQ

What surfaces are allowed?

The Cube can be placed on pavement and fire-grade concrete only.

What is the ideal location?

Typically, schools will set their Cube within parking spots proximate to building access. The Cube will take up 4 parking spots.

Do I need to provide power?

No. Our Cube runs on a single 7000W Honda 'Super Quiet' Inverter Generator.

Can the Cube go in a fire lane?

We will only approve drop locations in fire lines if we receive a written confirmation from the fire marshall that the location has been approved by the local fire department.

Do I have to be there for dropoff?

During a two hour dropoff window provided by the Cube team, a facilities staff member and / or yourself will need to remain on-call. You do not need to be at the site unless a gate needs to be unlocked.

Email your Cube Coordinator with any and all additional questions.