

# 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@ymca.wi.com

Website Childrensvoiceinc.org

Secondary Contact \_\_\_\_\_

Work Phone \_\_\_\_\_

Phone During Event \_\_\_\_\_

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 130pm + 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)  Podium/700-800 State Street  
 30 on the Square (a.k.a. top of 100 block of 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

## **Site Plan**

### **Garden Half marathon Water and portable toilet stations**

Mile 2- Shluter Beach on winnequah Road

Mile 4.3- Winnequah Park on winnequah Road

Mile 6- Paunack Park on Waunona Way

Mile 8.5- After Sheraton Inn at Olin Park

Mile 10.3- After Monona Terrace Capital City Trails

Mile 12- Rutledge street and Yahara place at Yahara park.

### **4 mile walk/ Run water station and portable toilet**

Water station and portable toilet will be at Capital City Trails and Garrison Street. Water station and portable toilet also will be at Yahara Park

### **Aid stations**

1. Madison Ryan Brothers located at Olin Park
2. Monona EMS located at Winnequah Park.

### **First aid**

All water stations will have a trained CPR Health care worker with a first aid kit.

### **Other safety**

1. All volunteers will have an Emergency response number guide at hand.
2. Security will drive up and down John Nolen Ave to monitor for any problems during the race.
- 3.

One certified CPR medical Volunteer will lead the group on a bike and observe for any problems.

### **Beer Tent**

1. 45' x 30 "tent will be at Olbrich Park, Lakeland Ave side.
2. Tents will be surrounded by 100 ft. X 100 ft. Fence. Fence will be 4 ft. High (snow fence.) We will use 6 'poles to secure down.
3. There will be one security guard's checking identification of all people coming in and out of tent. Security will preventing minors and intoxicated

people from going in the tent. Security will also prevent people from leaving with alcohol outside the tent.

4. 15- 8 inch tables and 60 chairs in tent /fence

5. Generator truck and beer tap truck at side of tent.

6. Men and women's bathroom at park and 2 portable toilet's available.

(See diagram)

7. Licenses- Temporary class B retailer's license will be obtained prior to any beer being distributed at event. Noise permit will be obtained for any band or PA system at event.

### **Other Structures**

1. 19'2 x 9' 7" tent at Olbrich Park by beer tent that will pass out T- shirts and sell beer tickets.

2. There will be a 12' arch located at the beginning of the race (Lakeland Ave)

3. There will be a women's and man's portable toilet located by the beer tent. Bathrooms at Olbrich Park will also be available

stark weather

Atwood Ave

portable  
toilets

Cooler  
Beer  
truck

Tent  
14x20

portable  
toilets

811 pin

Tent  
4x5

Band

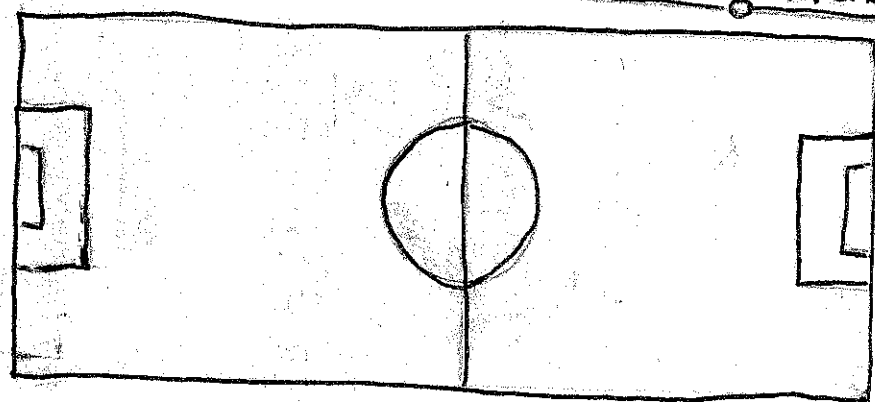
door

generator

100

70

100 → snow fence



Arch  
Starting + finishing

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.

### **Garden Half marathon Water and portable toilet stations**

Mile 2- Shluter Beach on Winnequah Road

Mile 4.3- Winnequah Park on Winnequah Road

Mile 6- Paunack Park on Waunona Way

Mile 8.5- After Sheraton Inn at Olin Park

Mile 10.3- After Monona Terrace Capital City Trails

Mile 12- Rutledge Street and Yahara Place at Yahara Park.

4 mile walk/ Run water station and portable toilet will be located at Capital City Trail and Garrison Street. Water station also at Yahara Park.

### **Aid stations-**

Madison Ryan Brothers located at Olbrich Garden.

Monona EMS located at Winnequah Park

All Water stations will have a trained CPR health care worker with a first aid kit.

### **Other Safety measures**

All volunteers will have an Emergency response number guide at hand.

Security will drive up and down John Nolen Ave to monitor for any problems during the race.

## **Cleanup and recycling**

1. 1 Trash Barrel at each water station
2. 6 Trash Barrels at beer tent
3. Designated Volunteer to collect tables, and trash barrels. Designated volunteer will clean up water station sites.
4. Public encouraged to through water cups into barrels at water station sites.
5. Beer tent cleaned up by designated volunteer.
6. All volunteers will be asked to clean up water station sites when runners are not running by and after the race.
7. 4 volunteers at every water station site.
8. Designated volunteer to collect all barrels at end of race and dispose of paper cups at home recycling trash barrel. 22 volunteers helping to clean up water station sites. 3 designated volunteers to clean up beer tent
9. Race director to oversee all water station sites and beer tent site after clean up



## 4 mile run / walk street volunteers

	400 Runners	300 runners
Atwood Ave and Dennett X 2	7:45-8:30	7:30-8:30
Capital City Trail and Dennett	7:45-8:30	7:30-8:30
Walter and Capital City Trail	7:45-8:30	7:30-8:30
Capital City Trail and Fair Oaks Ave	7:55-9:00	7:40-9:00
Capital City Trail and Waubesa st	7:55-9:00	7:40-9:00
Capital City Trail and Atwood Ave	8:05-9:30	7:50-9:30
Atwood Ave and Dunning St	8:05-9:30	7:50-9:30
Capital city trail and Division st	8:05-9:30	7:50-9:30
Capital City Trail and Riverside Drive	8:05-9:30	7:50-9:30
Riverside Drive and Rutledge St	7:50-11:50	7:50-11:40
Yahara Pl and Walton	7:50-11:50	7:50-11:40
Yahara Pl and Schurz Ave	7:50-11:50	7:50-11:40
Lakeland and Dunning	7:50-11:50	7:50-11:40
Lakeland and Hudson	7:50-11:50	7:50-11:40
Lakeland and Elmside Blvd	7:50-11:50	7:50-11:40
Lakeland and Welch	7:50-11:50	7:50-11:40

## Half marathon street volunteers

	400 runners	
Atwood and Walter		6:00-6:45
Atwood and Fairchild	7:12-8:10	7:12-8:00
Monona Dr and Buckey Rd	7:12-8:10	7:12-8:00
Winnequah Rd and Tonyawatha TR	7:18-8:30	7:18-8:20
Winnequah Rd and Progressive Ln	7:18-8:30	7:18-8:20
Winnequah Rd and Winnequah Rd	7:18-8:30	7:18-8:20
Tanyawatha Tr and Tecumesh Ave	7:24-8:50	7:24-8:40
Winnequah Tr and winnequah Rd	7:24-8:50	7:24-8:40
Winnequah Rd and Nichols Rd	7:30-9:20	7:30-9:10
Nicoles Rd and Healy Ln	7:30-9:20	7:30-9:10
Healy Ln and Birch Haven Rd	7:30-9:20	7:30-9:10
Winnequah Rd and Maywood Rd	7:36-9:40	7:36-9:20
Winnequah Rd and Bridge Rd	7:36-9:40	7:36-9:20
Waunona Way and Capital City Tr	7:50-10:10	7:50-10:00
Capital City Tr and John Nolen Service Dr	7:50-10:10	7:50-10:00
Capital City Tr and Jennifer steet	7:50-10:20	7:50-10:10
Spaight and Brearly Street	8:12-11:40	8:12-11:20
Rutledge street and Ingersol	8:12-11:40	8:12-11:20
Rutledge and Baldwin	8:12-11:40	8:12-11:20
Morrison and Thornton Ave	8:12-11:40	8:12-11:20

## 4 mile run / walk arrow signs

Dennett and Atwood Ave	Police 7:30-8:30	Left arrow sign
Walter and John Street		Forward arrow
Walter and Sargent Street		Forward arrow
Walter and Capital City Trails		Left arrow sign
Capital City Tr and Sugar Ave		Forward arrow
Capital City Tr and Fair Oaks Ave		Forward arrow
Capital City Tr and Capital City tr	Rail Road tracks	Forward arrow
Capital city Tr and Waubesa St		Forward arrow
Capital city Tr and Corry St		Forward
Capital City Tr and Ohio St		Forward
Capital City Tr and Evergreen Ave		Forward
Capital City Tr and Atwood Ave	Police- 7:30-9:30	Left hand Turn
Jenifer st and Riverside		Forward
Riverside and Rutledge		Forward

## Half marathon arrow signs

Monona Dr and Winnequah Rd	right arrow
Winnequah Rd and Winnequah Rd	left arrow
Winnequah Rd and Parkway	forward
Winnequah Rd and coldspdring	forward
Winnequah Rd and Outlook St	forward
Winnequah Rd and Midmoor Rd	forward
Winnequah Rd and waterman Way	forward
Winnequah Rd and Tonyawatha Tr	right arrow
Tonyawatha Tr and Schulz Pl	forward
Tonyawatha Tr and W Dean ave	forward
Tonyawatha Tr and Progressive lane	left arrow
Tonyawatha Tr and Winnequah Rd	right arrow
winnequah Rd and Tonyawatha Tr	right arrow
Tonyawatha Tr and Arrowhead Dr	forward
Tonyawatha Tr and Vogts Ln	forward
Tonyawatha Tr and mesa Rd	forward
Tonyawatha Tr and Wylhaven Ave	forward
Tonyawatha Tr and Baskerville Ave	forward
Tonyawatha Tr and Winnequah tr	left arrow
Tonyawatha Tr and Joyce Rd	forward
Winnequah Rd and Tecumesh ave	forward
Winnequah Rd and Winnequah Rd	left arrow
Winnequah Rd and Baskerville Ave	forward
Winnequah Rd and Marthys Rd	forward
Winnequah Rd and Wylhaven Ave	forward
Winnequah Rd and Vogts Ln	forward
Winnequah Rd and Nichols Rd	right arrow
Nichols Rd and Healy	right arrow
Healy and Navejo Tr	forward
Healy and Sioux Tr	forward
Healy and Winnequah Rd	left arrow
winnequah Rd and Birch Haven	forward
Winnequah Rd and Dellwood Cir	forward
Winnequah Rd and Woodridge Rd	forward
winnequah Rd and Squaw Cir	forward
Winnequah Rd and Maywood Rd	forward
Winnequah Rd and Moygara Rd	forward
Winnequah Rd and Midmoor Rd	forward
winnequah Rd and Frostwoods	forward
Winnequah Rd and Greenwood	forward

Winnequah Rd and Graham Dr	forward
Winnequah Rd and Bridge Rd	Right arrow
Bridge rd and Paunack park path	Right arrow
Waunona Way and Paunack Park path	forward
Waunona Way and Huboken Rd	forward
waunona way and Fayette Ave	forward
waunona Way and Raywood Rd	forward
Waunona Way and Frazier Ave	forward
waunona Way and Woodley Ln	forward
Waunona Way and Esther beach Rd	forward
Waunona Way and Greenleaf Dr	forward
Waunona Way and Ethelwyn Rd	forward
Waunona Way and Harriman Ln	forward
capital City Tr and Capital City Tr	forward
capital City Tr and Country Rd MM	forward
capital City Tr and Olin Turville ct	Right arrow
capital City Tr and Lakeside St	left arrow
Capital city trail and Lakeside St	forward
capital city Tr and Blair st	forward
capital City Tr and Blount st	forward
capital city Tr and Jenifer St	Right arrow
Jenifer st and S livingston	forward
Jenifer st and Spaight st	Right arrow
Spaight st and S Paterson St	forward
Spaight st and Brearly St	forward
Spaight st and S. Ingersol	Right arrow
Rutledge St and Ingersol	left arrow
Rutledge St and Few st	forward
Rutledge St and Orton Ct	forward
Rutledge st and s Baldwin St	Right arrow
Morrison St and S Dickenson St	forward
Morrison St and Rodgers st	forward
Morrison st and S Thorton Ave	left arrow
Rutledge st and S Thorton Ave	Right arrow
Rutledge st and Yahara PL	Right arrow
Yahara Pl and walton	forward
Yahara PL and Russell st	forward
Yahara Pl and Schulz ave	forward
Dunning and Lakeland st	Right arrow
Lakeland and Schiller Ct	forward

Lakeland Ave and Lakeland Ave	forward
Lakeland Ave and Hudson ave	forward
lakeland Ave and Miller Ave	forward
Lakeland Ave and Elmside Blvd	forward
Lakeland Ave and Maple Ave	forward
Lakeland Ave and Welch Ave	forward

### Right lane no parking special event Road signs

Spaight street to S ingersol street	2 blocks	16 signs
S Ingersol street to Rutledge street	1 block	8 signs
Rutledge street to Baldwin Street	2 blocks	16 signs
Baldwin street to Morrison Street	1 block	8 signs
Morrison street to S Thornton street	3 blocks	24 signs
S Thornton Street to Rutledge street	1 block	8 signs
Rutledge street to Riverside drive	1 block	8 signs
Yahara Pl to dunning street	4 blocks	32 signs
Dunning to Lakeland Ave	1 block	8 signs
Lakeland to finish	6 blocks	48 signs
	22 blocks	176 signs

## Runner's wave Times- 300 half marathon runners

	Wave 1 start 7:00	Wave 2 start 7:10	Wave 3 start 7:20	Wave 4 start 7:30	Wave 5 start 7:45
Mile 1	7:06-7:10	7:20-7:25	7:35-7:40	7:36-7:45	8:00-8:30
Mile 2	7:12-7:20	7:30-7:40	7:50-8:00	7:42-8:00	8:30-9:00
Mile 3	7:18-7:30	7:40-7:55	8:05-8:20	7:48-8:15	9:00-9:30
Mile 4	7:24-7:40	7:50-8:10	8:20-8:40	7:54-8:30	9:30-10:00
Mile 5	7:30-8:00	8:00-8:25	8:35-9:10		
Mile 6	7:36-8:10	8:10-8:40	8:50-9:20		
Mile 7	7:42-8:20	8:20-8:55	9:05-9:40		
Mile 8	7:48-8:30	8:30-9:10	9:20-10:00		
Mile 9	7:54-8:40	8:40-9:25	9:35-10:20		
Mile 10	8:00-9:00	8:50-9:40	9:50-10:40		
Mile 11	8:06-9:10	9:00-9:55	10:05-11:00		
Mile 12	8:12-9:20	9:10-10:10	10:20-11:20		
Mile 13	8:18-9:30	9:20-10:25	10:35-11:40		

## Runner's wave Times - 400 half marathon runners

	<b>Wave 1</b> start 7:00	<b>Wave 2</b> start 7:10	<b>Wave 3</b> start 7:20	<b>Wave 4</b> start 7:30	<b>Wave 5</b> start 7:45
<b>Mile 1</b>	7:06-7:10	7:20-7:25	7:35-7:40	7:36-7:50	8:00-8:30
<b>Mile 2</b>	7:12-7:20	7:30-7:40	7:50-8:00	7:42-8:10	8:30-9:00
<b>Mile 3</b>	7:18-7:30	7:40-7:55	8:05-8:20	7:48-8:30	9:00-9:30
<b>Mile 4</b>	7:24-7:40	7:50-8:10	8:20-8:40	7:54-8:50	9:30-10:00
<b>Mile 5</b>	7:30-8:00	8:00-8:25	8:35-9:10	8:00-9:10	
<b>Mile 6</b>	7:36-8:10	8:10-8:40	8:50-9:20	8:06-9:30	
<b>Mile 7</b>	7:42-8:20	8:20-8:55	9:05-9:40	8:12-9:50	
<b>Mile 8</b>	7:48-8:30	8:30-9:10	9:20-10:00	8:18-10:10	
<b>Mile 9</b>	7:54-8:40	8:40-9:25	9:35-10:20	8:24-10:30	
<b>Mile 10</b>	8:00-9:00	8:50-9:40	9:50-10:40	8:30-10:50	
<b>Mile 11</b>	8:06-9:10	9:00-9:55	10:05-11:00	8:36-11:10	
<b>Mile 12</b>	8:12-9:20	9:10-10:10	10:20-11:20	8:42-11:30	
<b>Mile 13</b>	8:18-9:30	9:20-10:25	10:35-11:40	8:48-11:50	



Library permit path

Add Notes Here

Distance: 13.11 mi

Elevation: 160.76 ft (Max: 938.32 ft)

mapmyrun

