

# STREET USE PERMIT APPLICATION

FOR OFFICE USE ONLY: Permit # \_\_\_\_\_ Date Submitted \_\_\_\_\_

## EVENT INFORMATION

Name of Event Madison Marathon

Event Organizer/Sponsor Madison Festivals

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

If Yes, provide State of Wisconsin Tax Exempt Number 034-1026634577-04

Address 2981 Cahill Main, Suite 2

City/State/Zip Madison, WI 53711

Primary Contact Keith Peterson

FAX 608-276-9780

Work Phone (608)310-7292

Phone During Event (608)692-4188

E-mail keith@madisonfestivals.com

Website madisonmarathon.org

Secondary Contact Erin Dougherty

Phone During Eve (920)420-7137

Work Phone (608)310-7291

E-mail erih@madisonfestivals.com

Annual Event?  Yes  No

Charitable Event?  Yes  No

If Yes, name of charity to receive donations: YMCA, Badger Honor Flight, MyTEAM Triumph, local charities

Estimated Attendance 14,000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 6:30am to 2:00pm  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: MLK Blvd 200 Block, Wisconsin Ave 100 & 200 blocks  
(200 for parking)

## EVENT DATE(S)/SCHEDULE

Date(s) of Event (including set-up and take-down) 11-9-13, 11-10-13 Rain Date(s) None  
Event Start Date(s)/Time(s) 11/10 - 5am Set-Up Date(s)/Time for Event 11-9 2pm-10pm  
Event End Date(s)/Time(s) 11/10 - 2pm Take-Down Time 11-10 2pm-6pm  
Take-Down Time; start to streets reopened

## APPLICATION SIGNATURE

\_\_\_\_\_/I/We waive the 21-day decision requirement. [Signature] (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, statutes and laws.

Signature [Signature] Date 2-20-13

## Event Schedule

### Thursday, November 7

- NO PARKING signs are placed by City Parking and confirmed by Madison Police
- Course is marked

### Saturday, November 9

- 6:00am – the 100 block of Wisconsin Ave. is closed for set up
- 3:00 pm – Start and finish line set up begins on Mifflin St., Pinckney St. and East Main St., portable restrooms delivered to the Square and to course locations

### Sunday, November 10

- 2:00 am – Course set-up begins
- 5:00 am – Intellasound arrives to set-up start line sound system
- 5:00 am – Timing company arrives to set-up start line
- 5:30 am – Water is delivered to start line
- 6:15 am – Race announcements begin
- 7:00 am to 7:45am Wheelchairs, marathon, half marathon start. Merchandise, food and beverage sales begin
- 8:01 am to 1:30 pm – Ongoing race management
- 9:00 am – Volunteers/vendors begin course pick-up
  - Coolers
  - Water Bottles
  - NO PARKING signs
- 2:00 pm – Last runner crosses finish line, amplification ends, merchandise, food and beverage sales end
- 5:00 pm – Course is checked, tear-down is finished

Site Map – Attached

## Safety and Security Plan

Officers from the Madison Police Department, Madison Fire Department, UW Police Department will be stationed in the EOC and on the courses to oversee race progress. Private security will oversee security at the start/finish lines. Additional staff will include Madison Marathon senior staff and the communications coordinator.

### Security

- 1 Madison police motorcycle escort will lead the full marathon runners.
- Madison police officers will be posted throughout the course.
- UW police officers will be posted throughout the campus and Arboretum sections of the course.
- 6-8 Maple Bluff police officers will be posted along that section of the course.
- Madison Marathon course marshals and volunteers will also be posted throughout the course.
- Private security personnel will be present at the start and finish lines to maintain crowd control.

### Safety

- UW Health physicians supported by additional professionals will staff the finish line medical aid tent.
- UW Sports Medicine professionals will be posted at five medical stations throughout the course.
- 3 UW Sports Medicine professionals on bicycles will be present to reach runners on the course. They are members of the Tyrol Basin ski patrol and have been trained in first aid.
- Maple Bluff EMT professionals will be traveling that section of the course on golf carts to aid runners.
- Madison Fire Department paramedics on bikes will be present to aid participants on the course.
- Madison Fire Department paramedics will staff a chase vehicle to reach injured runners.

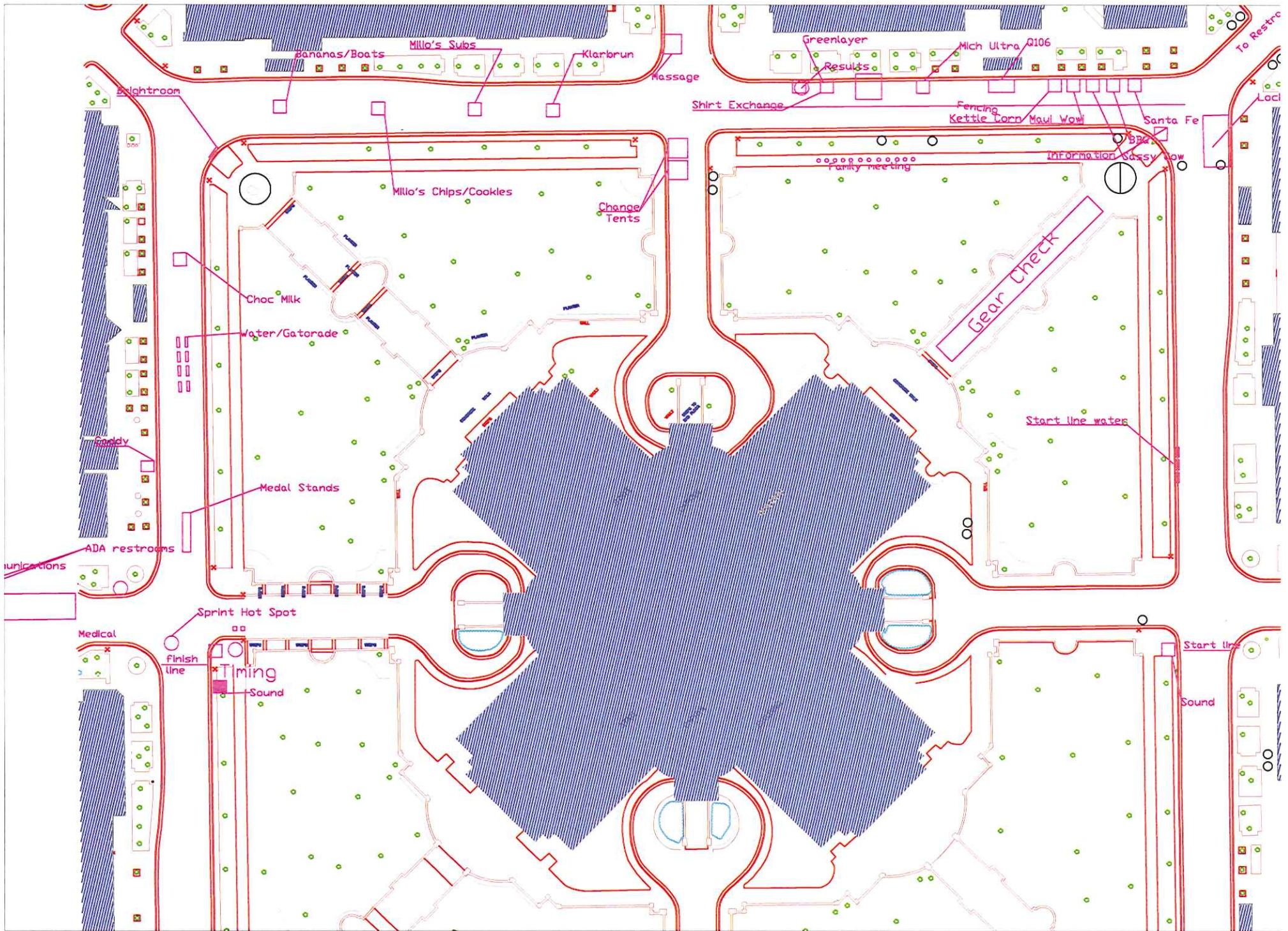
- Town of Madison paramedics will be present at the finish line to aid participants.
- Madison Marathon bike escorts will be available on the course to aid runners.
- Madison Festivals has a crisis communications plan to handle shelter for severe weather and runner emergencies

### **Recycling Plan**

Madison Marathon will utilize City of Madison receptacles for recycling during the event, November 10, 2013. Receptacles will be placed along the start and finish line streets along with trash cans. Madison Marathon volunteers will be responsible to change out the bags as they fill and carry full bags to recycling dumpsters set out near the finish line. These dumpsters will be clearly labeled as recycling dumpsters and will be provided by Pellitteri Waste Systems. The Madison Marathon uses recyclable containers when at all possible.

### **Notification Schedule**

Downtown businesses have been notified with the help of Madison Central Business Improvement. Madison Festivals will continue to work with BID to maintain communication with downtown merchants/restaurants. Area residents will be notified of race weekend street closures starting in May via newspaper and radio ads. Neighborhood associations through which the course travels will be notified via written correspondence as soon as possible. Arboretum residents will be notified via written correspondence starting in November.



# MADISON MARATHON

- Marathon Route
- Half-Marathon Route

- Marathon Mile Markers
- Half-Marathon Mile Markers
- Water Stations

