

Street Use Permit Application

FOR OFFICE USE ONLY: Permit # _____ Date Submitted _____

event information

Name of Event Fruit Fest

Event Organizer/Sponsor Corey Gresen

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

If Yes, provide State of Wisconsin Tax Exempt Number _____

Address 924 Williamson Street

City/State/Zip Madison WI 53703

Primary Contact 608-772-0040

FAX _____

Work Phone 608-772-0040

Phone During Event 608-772-0040

E-mail Corey@planmadison.com

Website www.fruitfestmadison.org

Secondary Contact _____

Work Phone _____

Phone During Event 608-772-0040

E-mail _____

Annual Event? ☒ Yes ☐ No

Charitable Event? ☒ Yes ☐ No

If Yes, name of charity to receive donations: Community Shares

Estimated Attendance 2000 (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification (not allowed after 11 p.m.) Hours 11 am to 9 pm ☒ 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: 900 Block of Williamson

event date(s)/Schedule

Date(s) of Event (including set-up and take-down) 6-13-15

Rain Date(s) None

Event Start Date(s)/Time(s) 9 am - Race

Set-Up Date(s)/Time for Event 7 am close street

Event End Date(s)/Time(s) 9 pm - music ends

Take-Down Time 9 pm - 10 pm

Take-Down Time: start to streets reopened

Application Signature

☒ I/We waive the 21-day decision requirement.

CG. (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 5-7-15

2015 Fruit Fest Event Schedule

7 am – Set-up

9 am – Fruit Loop Registration

10 am – Fruit Loop starts

12pm – Zumba-thon dance

3 pm – Star Fruit Karaoke Competition Finals

3:30 pm – First band starts

4:45 pm – Second band starts

5:30 pm – Third band starts

6:30 pm – Fourth band starts

7:45 pm – Thelma Houston performs

8:45 pm – Tear down begins

10 pm – Road reopens

Fruit Fest 2015

Cha Cha's Salon

Madison Sourdough

Plan B

Indie Art vendors

Fire lane
20+ ft

LOST KID

vendors

TABLES

Stage

Toilets are right here



Grill

vendors

toilets

trash

security personnal =

Fruit Fest 2015 Waste Management Plan

20-30 of each recycling and garbage receptacles will be placed along the 900 block of Williams Street for this event. Plan B's roving security teams and volunteers (10) will be in charge of collecting/monitoring the waste every 3 hours during the Fruit Fest. We will be using city rented containers (if available) for this event as well as our own trash/recycling receptacles. In the case city containers cannot be acquired, Fruit Fest will be using Plan B's waste management company Pelletier for containers and collection of waste.

Fruit Fest 2015 Security Plan

During the event of Fruit Fest located on the 900 Block of Williamson Street one of two first aid stations will be located on the street near Plan B. This tent will serve as a “lost child” area and will be designated with a sign. The other first aid location will be the inside office of Plan B (924 Williamson Street). Plan B security team will be debriefed on these first aid locations and will have constant radio communications the entire length of event. The security staff will be roving the grounds during the length of the event looking for security issues that may arise. Off duty Madison Police will also be present during the event.

Fruit Fest Madison, WI 2015 EMERGENCY ACTION PLAN (EAP)

I. GENERAL

The "Fruit Fest" will be held June 13, 2015 at 900 Block of Williamson Street/ 924 Williamson Street.

II. PURPOSE

- A. This emergency action plan predetermines actions to take before and during the "**FRUIT FEST**" (hereinafter referred to as the event) in response to an emergency or otherwise hazardous condition. These actions will be taken by organizers, management, personnel, and attendees. These actions represent those required prior to the event in preparation for and those required during an emergency.
- B. Flexibility must be exercised when implementing this plan because of the wide variety of potential hazards that exist for this event. These hazards include, but are not limited to, Fire, Medical Emergencies, Severe Weather, or situations where Law Enforcement is required.
- C. Special Risk Considerations which may affect the required fire/medical resources needed include but are not limited to:
 - 1. Night vs. Daytime
 - 2. Location/Geography/Multiple Locations
 - 3. Alcohol availability/use
 - 4. Weather/Time of Year
 - 5. Length of Event
 - 6. Problems encountered w/Event in past
 - 7. Type of Event
 - 8. Fireworks/Pyrotechnics
 - 9. Audience demographics
 - 10. General Admission/Reserved Seating

III. ASSUMPTIONS

The possibility of an occurrence of an emergency is present at this event. The types of emergencies possible are various and could require the response of Fire & Rescue, Emergency Medical Services, and Police.

IV. BASIC PLAN

A. Emergency Action Plan (EAP) Event Representative

The EAP event representative will be identified as the point of contact for all communications regarding the event. This person is identified as PRIMARY CONTACT: COREY GRESEN.

B. Emergency Notification

1. In the event of an emergency, notification of the emergency will be through the use of 911. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.
2. We will not have on-site EMS (ENTER CONTACT NAME & CELL PHONE NUMBER HERE)
3. We will have on-site Police or Security (Jacob Paradise 608-635-5581)

C. Severe Weather

1. Weather forecasts and current conditions can be monitored through the National Weather Service's Madison Weather Forecast web site at <http://forecast.weather.gov/MapClick.php?CityName=Madison&state=WI&site=MKX&textField1=43.0798&textField2=-89.3875&e=0>
2. Before the event - If severe weather is predicted prior to the event, the EAP event representative will evaluate the conditions and determine if the event will remain scheduled. The EAP event representative or his/her designee will be identified as such (COREY GRESEN) and will be responsible to monitor the weather conditions before and during the event.
3. During the event - If severe weather occurs during the event, the EAP event representative or his/her designee (COREY GRESEN) will make notification to those attending the event that a hazardous weather condition exists and direct them to shelter.
4. There are very limited provisions for sheltering participants in the event of severe weather. But we do have PLAN B (924 Williamson Street) as a place to shelter participants if severe weather does occur the day of event.
5. This event will follow the 30-30 Rule for lightning. If lightning is observed and thunder is heard within 30

seconds, the event will be delayed until 30 minutes have passed since thunder was last heard.

D. Fire

1. If a specific hazard has been identified as an increased risk of fire at this event, event manager will work with the Fire Department to determine how to address the hazard.
2. All event staff will be instructed on the safe use of Portable Fire Extinguishers.
3. If cooking is intended, you must contact the fire department and -
 - a) Must have a valid fire extinguisher, 2A10BC
 - b) Each space is allowed 1 LP tank per cooking device. All LP tanks are to be secured in an approved manner (tied, strapped, chained, etc.)
 - c) No cooking shall be allowed under a tent. Cooking shall be a minimum of 10' away from tents/canopies.
 - d) Cooking must be on a non-combustible surface (grease collection material generally required under cooking and food service areas)
4. Fire Inspectors may be required to do an inspection of your event (depends on size and nature of the event), contact the Fire Department for guidelines
5. All tents/canopies used for cooking shall have a FLAME SPREAD Certification attached to the tent.
6. Should an incident occur that requires the Fire Department, 911 will be utilized to request this resource. The caller should have the following information available to the 911 operator: nature of emergency, location, and contact person with callback number.

E. Medical Emergencies

1. As with any outdoor event, there is potential for injury to the participants. The types of injuries are various and include those that are heat related as well as traumatic injuries.
2. Event manager shall contact the Fire Department to determine if there is a need for on-site Emergency Medical Services at this event.
3. Should an incident occur that requires Emergency Medical Services to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location

- c) contact person with callback number

F. Law Enforcement

1. The need for constant Law Enforcement presence at this event **has** been identified. Event manager shall contact the Police Department to determine if there is a need for Law Enforcement presence at this event
2. Should an incident occur that requires Law Enforcement, to be called to this event, the caller will have the following information available to give to the 911 Center:
 - a) nature of emergency
 - b) precise location
 - c) contact person with callback number

G. Emergency Vehicle Access

1. Access for Emergency Vehicles will be maintained at all times.
2. 20' Fire Lanes are required to be kept open at events.
3. A 14' minimum height clearance requirement for anything that goes over a street or fire lane
4. Participants and spectators will be directed to park in approved areas and not to obstruct protective features, sidewalks or public thoroughways.
5. Crowd control will be managed by **Jake Paradise (Security lead 608-635-5581)**
6. Parking for vendor and staff vehicles will be 800/ 900 blocks E. Main Street
7. Parking for attendee vehicles will be Paterson St./ Jennifer St./ Williamson St./ Brearly st.

V. Contact Information

Primary Contact	COREY GREN	608-772-0040
Secondary Contact	ALONZO LOVINGS	608-577-8392
Emergency	Dane County 911 Center	911

Madison Fire Department

Non-Emergency

Fire Inspector

Jerry McMullen

(608) 266-4420

Division Chief Ron Schwenn (608) 266-4420

Madison Police Department

Non-Emergency

Lieutenant Carl Strasburg (608) 261-9686

Lieutenant David McCaw (608) 261-9694

VI. Event Area Map (attached)