

2017

FINAL

STREET USE PERMIT APPLICATION

EVENT INFORMATION

Name of Event: WILLY STREET FAIR

Event Organizer/Sponsor: WIL-MAR NEIGHBORHOOD CENTER + COMMON WEALTH

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

MANDATORY: State Sales Tax Exemption Number: ES#: 41148

OPTIONAL: Federal Tax Exempt Number: 39-1796793

Address: 953 JENIFER ST

City/State/Zip: MADISON, WI 53703

Primary Contact: GARY KALLAS Work Phone: 608-257-4576

Email: garyk@wil-mar.org Phone During Event: 608-235-2925

Website: wil-mar.org FAX: 608-257-1052

Secondary Contact: BEATRICE HADIDIAN Work Phone: 608-257-4576

Email: beatriceh@wil-mar.org Phone During Event: 608-520-2291

Annual Event? ☒ Yes ☐ No

Charitable Event? ☒ Yes ☐ No

If Yes, Name of charity to receive donations: WIL-MAR + COMMON WEALTH

Estimated Attendance: 4000-SATURDAY 8000-10000 SUNDAY (CERTIFICATE OF INSURANCE MAY BE REQUIRED)

Public Amplification? (not allowed after 11 p.m.): ☒ Yes ☐ No

Hours: _____ to SEE ADDENDUM

EVENT CATEGORY

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

☐ Other: STREET FAIR

LOCATION REQUESTED

☐ Capitol Square (note specific blocks below) ☐ State St. Mall/800 State Street

☐ 30 on the Square (aka top of 100 block of State Street) ☐ Other (specific blocks/streets requested below)

Street Names and Block Numbers: SEE ADDENDUM

EVENT DATE(S)/SCHEDULE 8/2-28/17

Date(s) of Event: SEE ADDENDUM

Rain Date (if any): _____

Event Start and End Times: SEE ADDENDUM

Set-Up Start Time: _____

Take-Down Start Time and End Times: _____

TAKE-DOWN TIME: START TO STREETS REOPENED

Will sponsor apply for temporary class B license to serve or sell beer/wine for this event?
If class B license is denied, will the event(s) occur?

☒ Yes ☐ No
☐ Yes ☒ No

____ By initialing, I/we waive the 21-day decision requirement.

APPLICATION SIGNATURE

BY SIGNING THIS APPLICATION, THE "EVENT ORGANIZER/SPONSOR" LISTED ABOVE AGREES TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS OFFICERS, OFFICIALS, 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.

Applicant Signature 

Date 3-27-17

2017 WILLY STREET FAIR—STREET USE PERMIT APPLICATION ADDENDUM:

LOCATION REQUESTED:

The street locations requested:

For Saturday, September, 16 the 900 and 1000 blocks of Williamson as well as the 300 Block of E. Brearly.

For Sunday, the 800 block of Williamson is additionally requested closed.

Impacted residents have been engaged and informed of these requests and are supportive of these requests.

In addition, along the southside of Williamson Street some tents are left up overnight in the parking lane. Orange cones placed along the entire block at 15 feet apart. **Security personnel on-site at all times.**

EVENT DATE(S)/SCHEDULE

DATE	ACTIVITY	HOURS
Saturday, September 16	Street Closings	Beginning at Noon
	Event Held	Noon to 9 pm
	Street Reopens	10:30 pm
Sunday, September 17	Street Closings	Beginning at 7 am
	Event Held	Noon to 7 pm
	Street Reopens	10:30 pm

20' Emergency Lane Maintained

EMERGENCY ACTION PLAN (EAP) i.e. SAFETY AND SECURITY

Primary Contact:	Secondary Contact:	EMS (on Site All Times)
Gary Kallas (608) 235-2925	Beatrice Hadidian (608) 520-2291	Devin Abshere (608) 228-9692

Notification:

We will have an EMS on Site at all times.

We will have uniformed security on site at all times.

Severe Weather or Other EAP announcements:

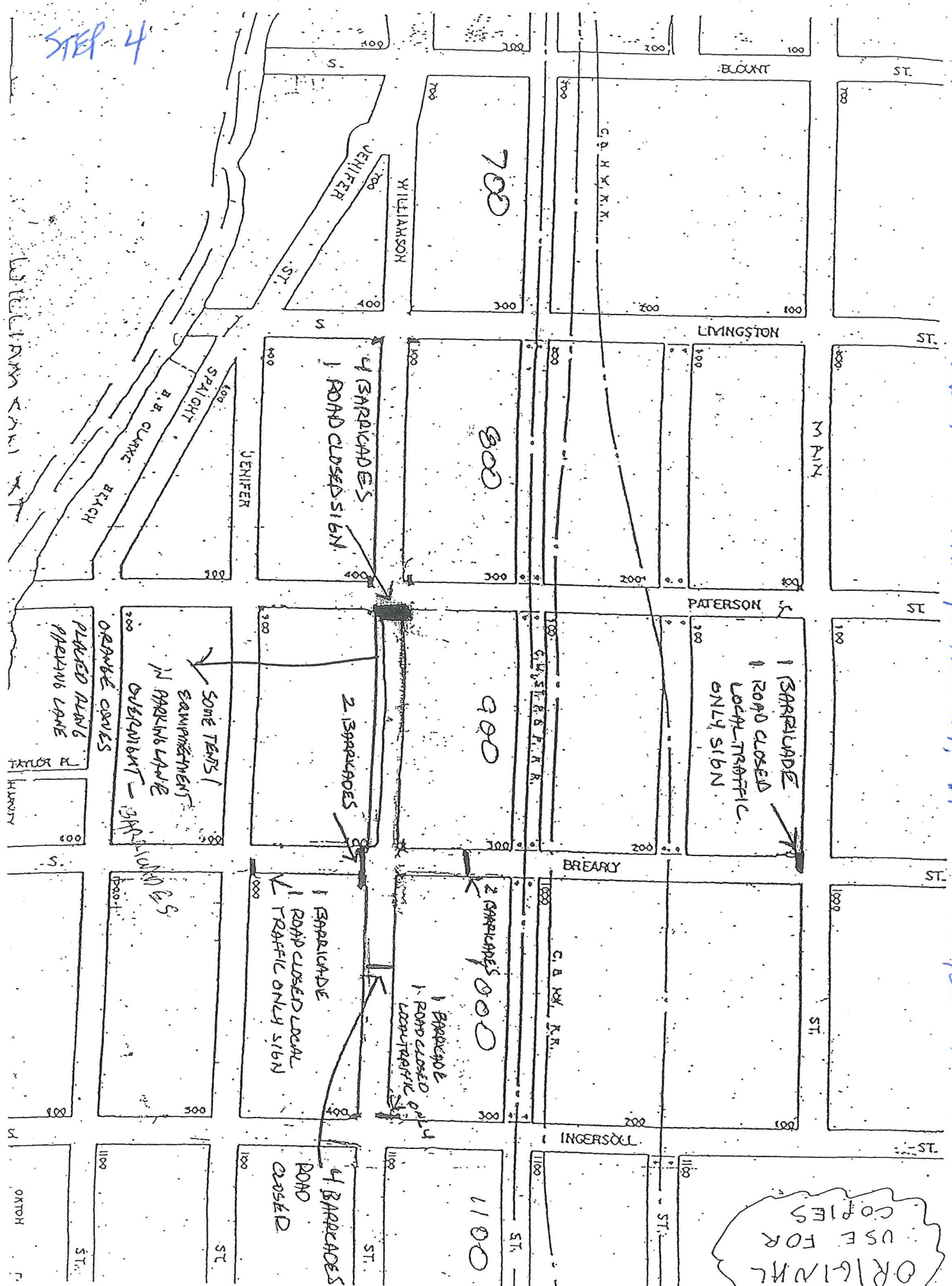
This event will follow the 30/30 rule for lightning and will make public announcements as needed.

This event will maintain emergency 20' lanes throughout the event site by closing vendor access to center sections of the site.

Finally, we retain both public (off-duty officers) and private security staff. At all times a minimum combined 4 uniformed security staffs are on-site. In addition, our Willy Street Fair committee consists of over 50 community members and most are experienced with previous events. Most security matters are addressed by these community members.

WILLY STREET FAIR, SATURDAY, SEPTEMBER 16, 2017

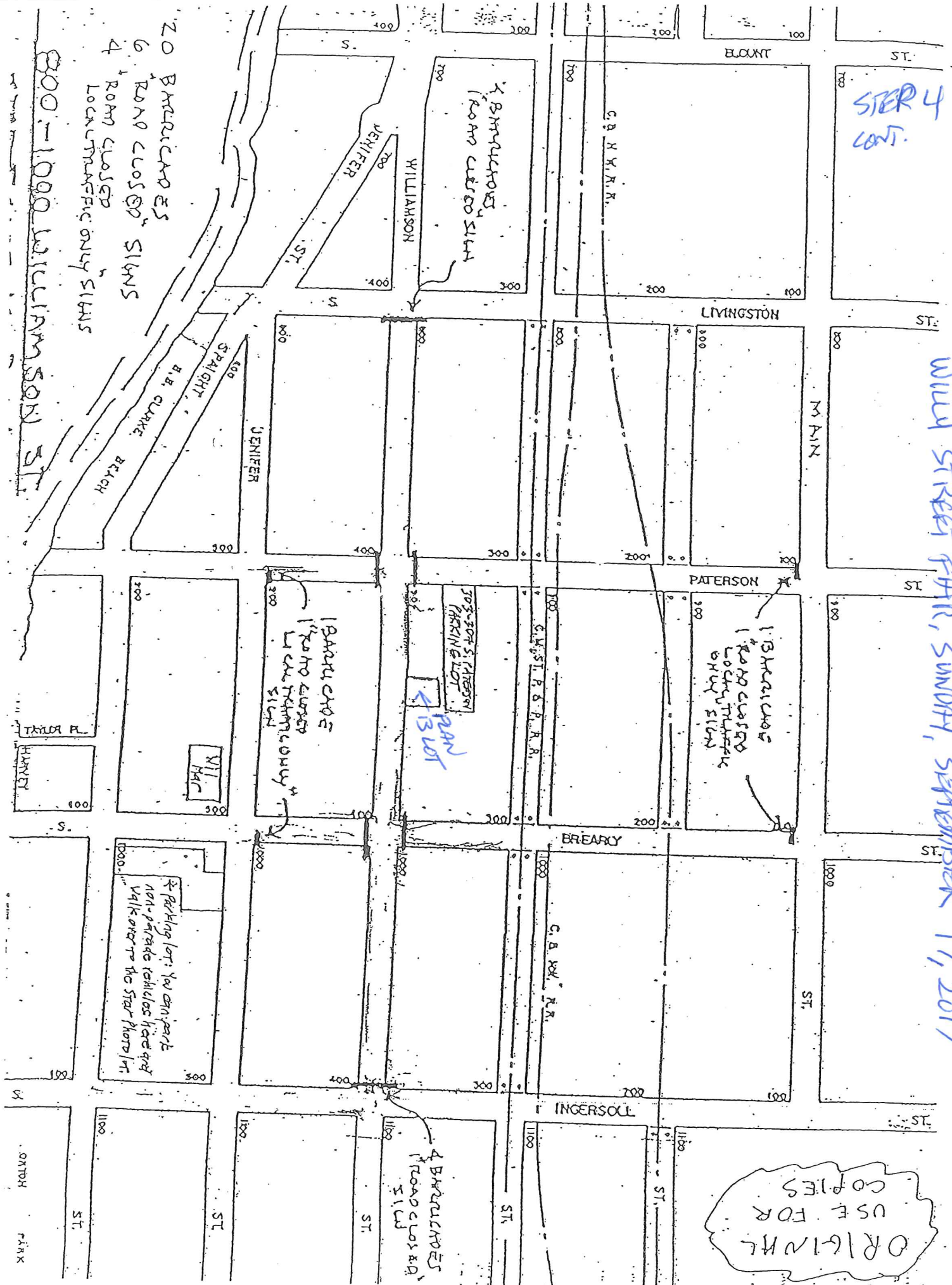
STEP 4



WILLY STREET FAIR, SUNDAY, SEPTEMBER 17, 2017

STEP 4
CONT.

ORIGINAL
USE FOR
COPIES



20 BARRACLOUGH
6 ROOM CLOSET SILENT
4 ROOM CLOSET
LOCAL TRAFFIC ONLY SILENT

800-1000 WILLIAMSON ST