

STREET USE (SPECIAL EVENT) PERMIT APPLICATION

Applicant

Ryan Richards
Ryan Griessmeyer
Race Day Events
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B
Fitchburg, WI 53719
Email: Ryan@racedayeventsllc.Com
Phone: (608) 316-5755

Contact During Event

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Event Information

Name of Event: Run Madtown

Event Type: Multi-Day

Estimated Attendance: 4000

Is this a new event: No

Event Additional Information

Run/Walk:	<input checked="" type="checkbox"/>	Music/Concert:	<input type="checkbox"/>
Festival:	<input type="checkbox"/>	Rally:	<input checked="" type="checkbox"/>
Parade:	<input type="checkbox"/>	Posting no parking signs or bagging meters?	<input type="checkbox"/>
Other:	<input type="checkbox"/>		
If other, please describe:			

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:

Route attached

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
05/26/2018	8:00AM	05/26/2018	3:00pM	05/26/2018	10:00pm	05/26/2018	11:59PM	
05/27/2018	2:30AM	05/27/2018	7:00AM	05/27/2018	11:00AM	05/27/2018	2:30PM	

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?(\$):

Yes

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?:

Yes

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
05/26/2018	4:00PM		10:00pm	
05/27/2018	6:00am	05/27/2018	12:00PM	

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?:

No

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

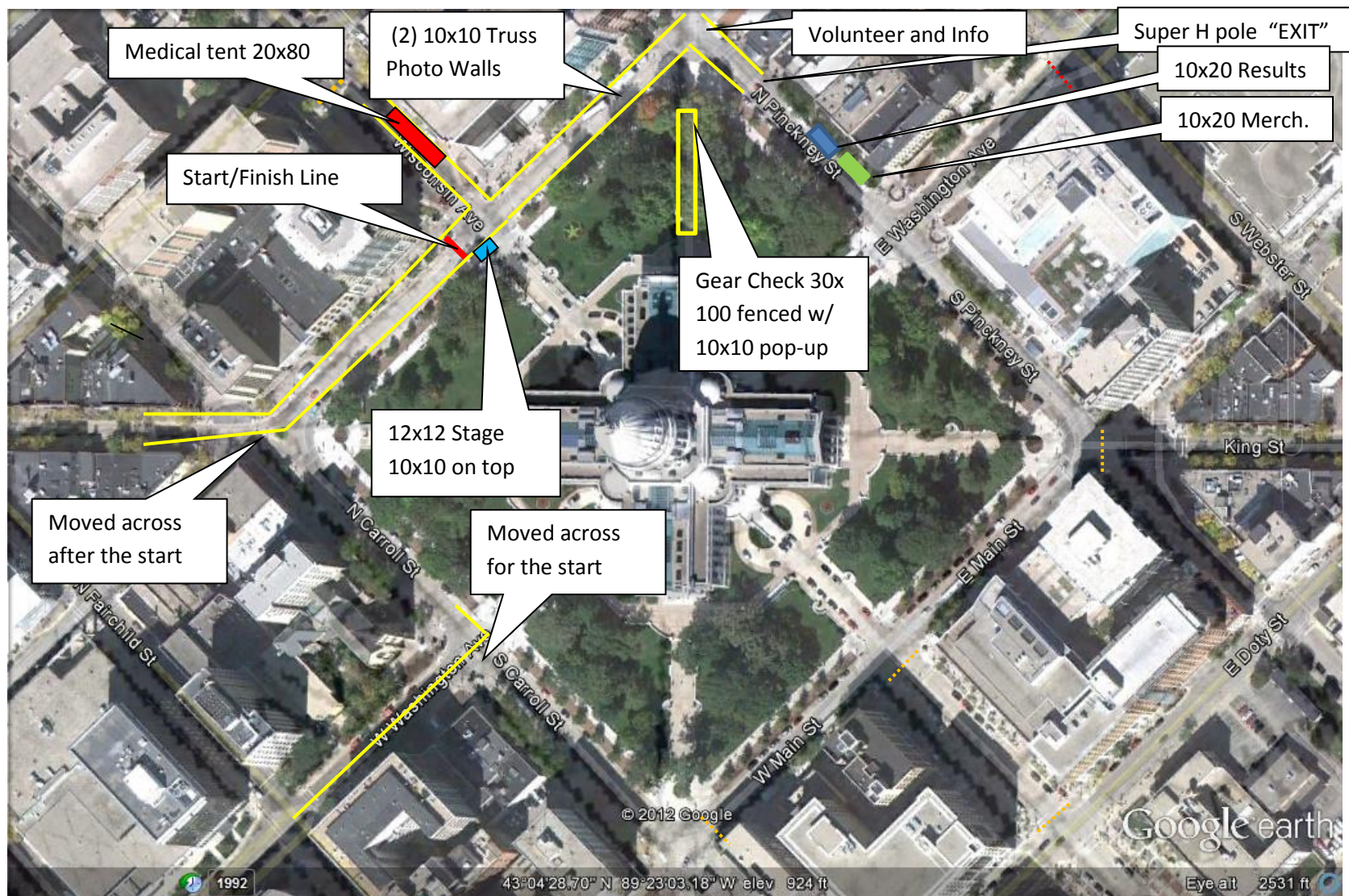
THE APPLICANT FOR A STREET USE PERMIT SHALL AGREE TO INDEMNIFY, DEFEND, AND HOLD THE CITY AND ITS EMPLOYEES AND AGENTS HARMLESS AGAINST ALL CLAIMS, LIABILITY, LOSS, DAMAGE, OR EXPENSE INCURRED BY THE CITY ON ACCOUNT OF ANY INJURY TO OR DEATH OF ANY PERSON OR ANY DAMAGE TO PROPERTY CAUSED BY OR RESULTING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

I have read the Acknowledgement: ☒

Signature

Signature: Ryan Richards

Date: 03/01/2018



Thursday, May 24

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

Saturday, May 26

- 8:00am – 100 block of Wisconsin Ave is closed for set up
- 3:00 pm – Start and finish line set up begins on Mifflin St. & potable restrooms delivered to the Square and to course locations
- 6:00pm – 5k and 10K Course set up begins
- 6:00pm – “Post-Race Party” opens – beverage, beer, merchandise and food sales available
- 6:00pm – Amplification begins at the 5K/10K start line on Mifflin St.
- 6:30pm – Kids Races take place. Kids run once around Capitol Square
- 8:00pm – 5k and 10K race begins
- 10:00pm – 5K/10K race concludes, beer vending ends

Sunday, May 27

- 2:30 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
- 6:30 am – Race announcements begin
- 7:00 am to 7:45am Wheelchairs and half marathon start. Merchandise, food and beverage sales begin
- 7:01 am to 11:30 am – Ongoing race management
- 9:00 am – Volunteers/vendors begin course pick-up
- ☐ Coolers
- ☐ Water Bottles
- ☐ NO PARKING signs
- 11:30 am – Last runner crosses finish line, amplification ends, merchandise, food and beverage sales end
- 2:30 pm – Course is checked, tear-down is finished

2018 RMT 5K Turn by Turn

Start on E. Mifflin St. near Wisconsin St.

Right turn on State St.

Left Turn on Henry St.

Right turn on Dayton St. – runners stay to their left in a coned lane against traffic

Left turn on E. Campus Mall

Bike Path to turn around at Orchard St.

Right turn on Orchard St.

Right turn on Spring St. to bike path

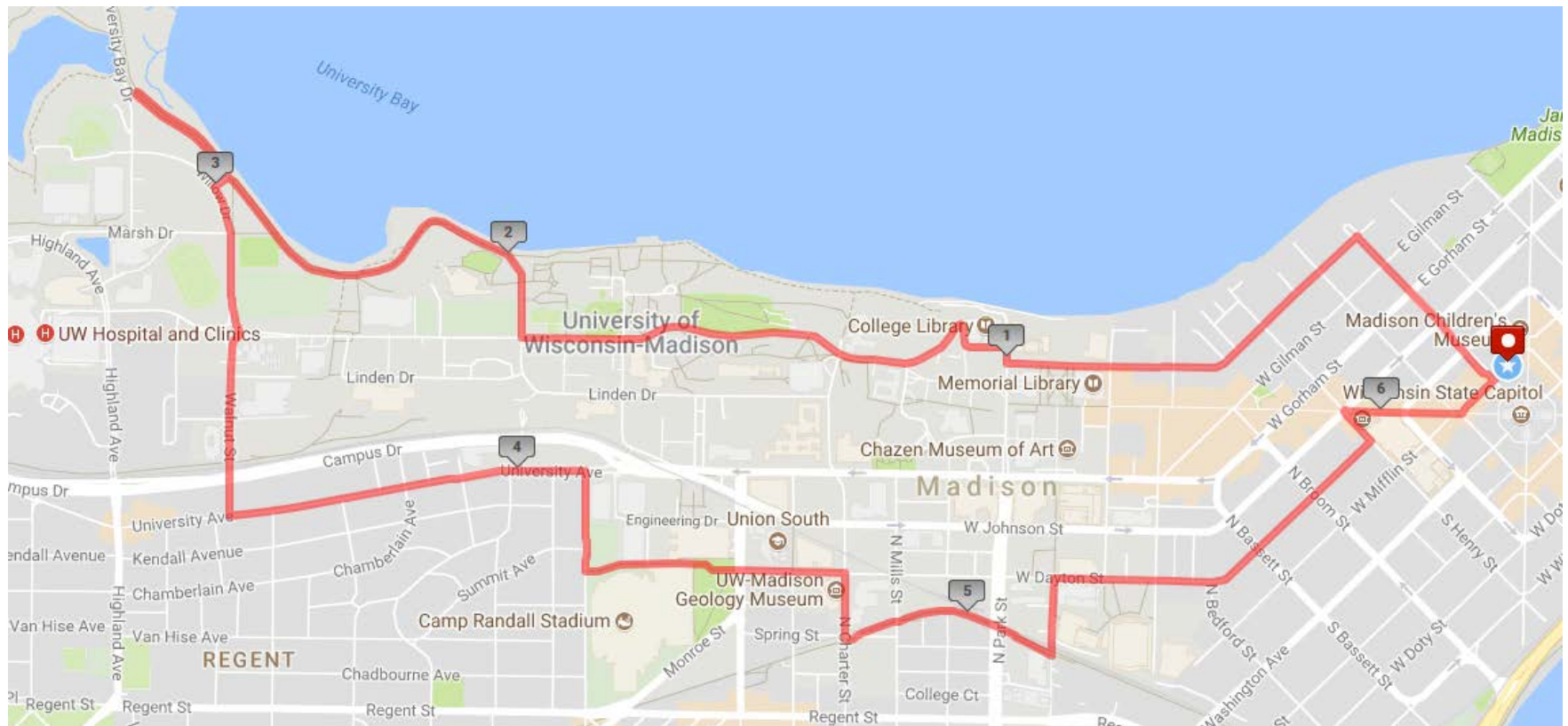
Bike Path to E. Campus Mall

Right turn on Dayton St. – runners stay to right this time running with traffic in coned lane

Left on Henry St.

Right on State St.

Left on Mifflin to finish



Twilight 10K – route

Run Madtown

Updated 3/28/18

10K: <http://www.mapmyfitness.com/routes/view/1989775916>

- Start/Finish moved east to allow runners to leave directly to Wisconsin Ave
Using more trail to reduce number of officers needed

2018 RMT 10K Turn by Turn

Start on E. Mifflin St. near Wisconsin St.

Right turn on Wisconsin St.

Left turn on Langdon St.

Right turn on Park St.

Left turn on Observatory Dr.

Right turn on Elm St. to path

Path to turn around before Picnic Point

Path to right turn on Elm/Lot 60 which becomes Walnut

Right turn on University Ave - runners on north side against traffic

Right turn on Breese Terrace

Left turn at Camp Randall DeJope Gate through Engineering to Dayton St.

Right turn on Charter St.

Left turn on Spring St./SW Commuter path

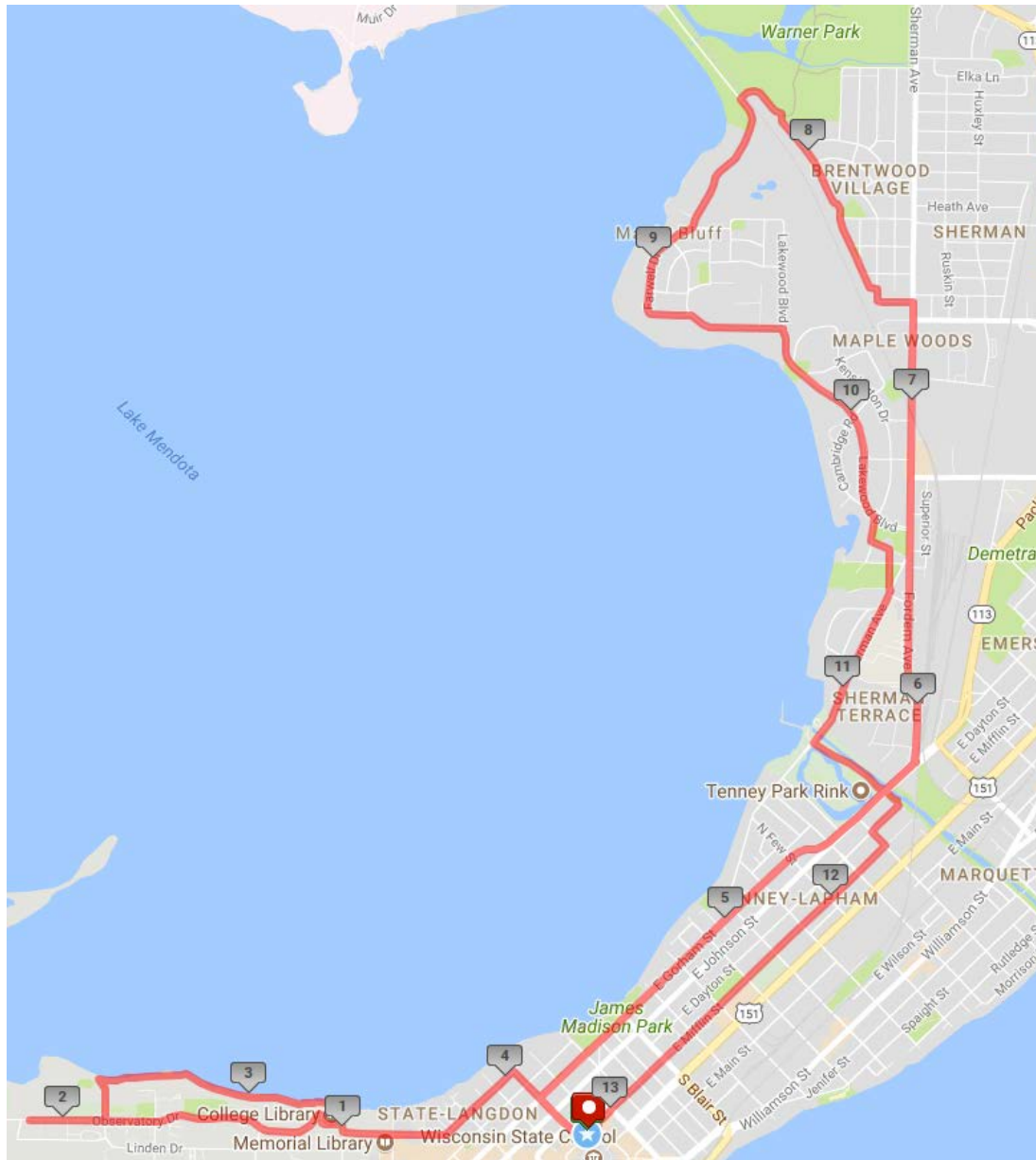
Bike Path to E. Campus Mall

Right turn on Dayton St. – runners stay to right this time running with traffic in coned lane

Left on Henry St.

Right on State St.

Left on Mifflin to finish



Half Marathon – route

Run Madtown Updated 3/28/18

Half: <http://www.mapmyfitness.com/routes/view/1990515284>

- Start/Finish moved east to allow runners to leave directly to Wisconsin Ave
- Reduced footprint on UBay Drive to have less impact on Metro
- Sent runners on west side of road from Sherman to Farwell to allow traffic in that neighborhood easy access to come and go.
- Sent runners through maple Bluff to get proper distance
- Runners finish heading west directly from Mifflin as requested to reduce officers, minimize traffic delays and reduce Metro problems.

2018 RMT Half Marathon Turn by Turn

Start on E. Mifflin St. near Wisconsin St.

Right turn on Wisconsin St.

Left turn on Langdon St.

Right turn on Park St.

Left turn on Observatory Dr.

Turn around on Observatory

Left Turn on Elm St.

Right on Path to Park St.

Right turn on Park St.

Left Turn on Langdon St.

Right turn on Wisconsin St.

Left turn on Gorham St. – runners in
coned lane against traffic

Gorham merges with Johnson

Left turn on Fordem Ave. – runners
in coned lane against traffic

Fordem becomes Sherman –
runners in coned lane against traffic

Left on Steensland

Right on Hooker Ave

Left on Sheridan Dr.

Sheridan Dr. – runners in coned lane
against traffic

Right turn on Woodward/Farwell

Farwell to right turn on Lakewood
Ave

Right turn on Bayside Dr.

Left turn on Old Shore Dr.

Right on Warner Dr.

Right on Sherman Ave.

Right on Thornton Ave. through park
on path

Right off of path onto Dayton St.

Left on N. Dickinson St.

Right on E. Mifflin St.

E. Mifflin back to finish