

## STREET USE (SPECIAL EVENT) PERMIT APPLICATION

### Applicant

Jared Vincent

Wiasla

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Email: Jared.Vincent84@gmail.Com

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### Contact During Event

Jonathan Bronk

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Phone: (262) 753-8904

### Event Information

Name of Event:

Event Type:

Estimated Attendance:

Is this a new event:

### Event Additional Information

Run/Walk: ☐

Music/Concert: ☐

Festival: ☐

Rally: ☐

Parade: ☐

Posting no parking signs or bagging meters? ☒

Other: ☒

If other, please describe:

One day event to temporarily create a pocket park in two metered parking stalls to promote green space in urban areas. An additional parking stall to have stationary vehicle for safety throughout the event.

### 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

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Capitol Square: ☒

State Street Mall (700/900): ☐

30 on the Square: ☐

Other: ☐

Street Names and Block Numbers:

Corner of 100 Block of Martin Luther King Jr. Blvd and W Main Street- Location as determined by committee and City Risk Assessor.

## 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
09/20/2019	6:00AM	09/20/2019	8:00am	09/20/2019	4:30PM	09/20/2019	5:00PM	09/20/2019

## Temporary (Picnic/Beer) Licenses

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Visit the [City of Madison City Clerk's Office](#) website under heading "Temporary Picnic/Beer License" to apply.

Will beer/wine be sold?(\$):

No

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?:

No

## Street Use Event Vending License

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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

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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
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### 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:

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### Equipment Rental - Downtown events only.

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Will you need equipment rental from the City of Madison?(\$):

No

Trash Barrels:

0

Recycling Barrels:

0

Dumpsters:

0

Electrical Adaptors:

0

### Marketing

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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?:

Yes

## Acknowledgement

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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

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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.

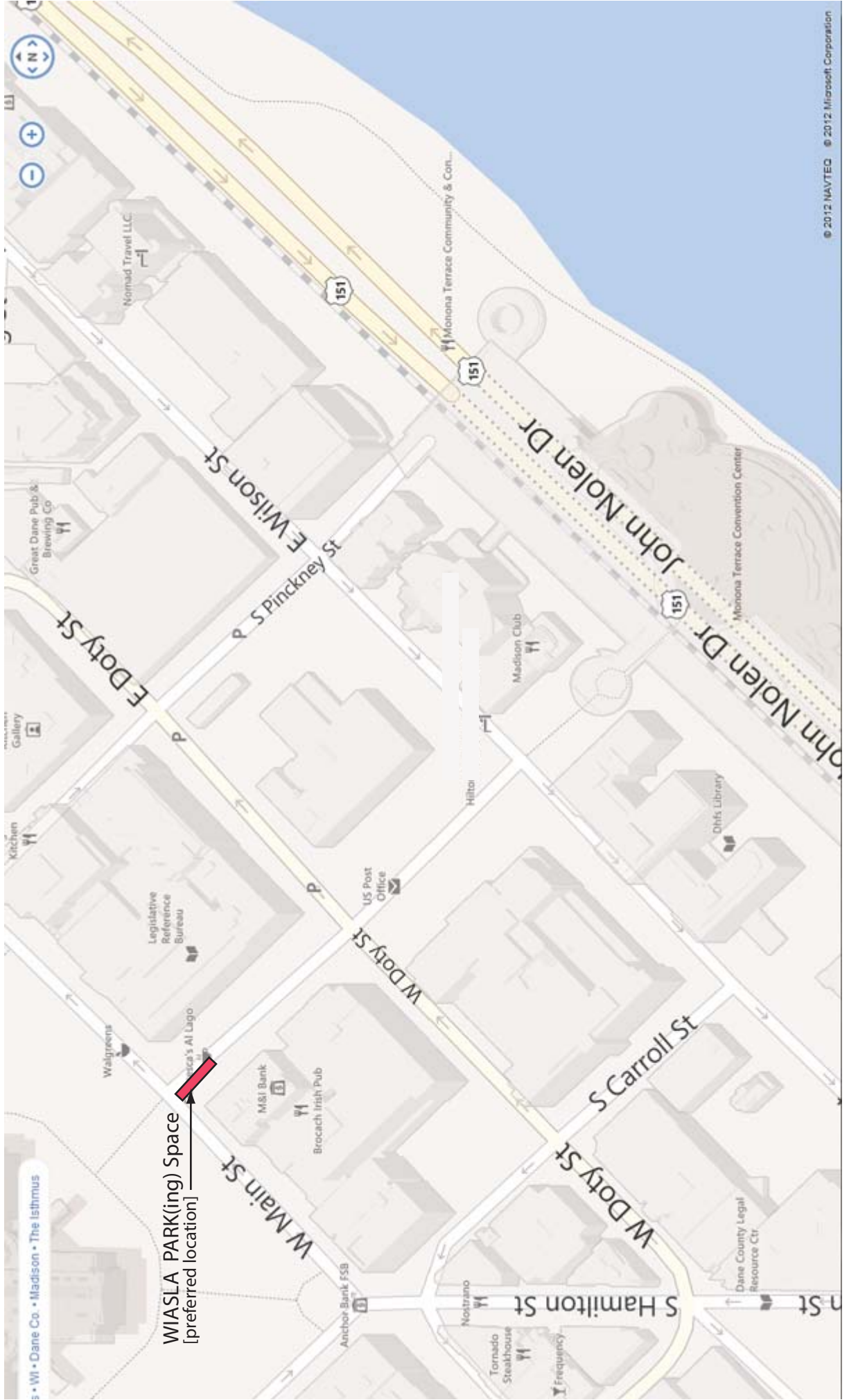
I have read the Acknowledgement: ☒

## Signature

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Signature: JARED A VINCENT

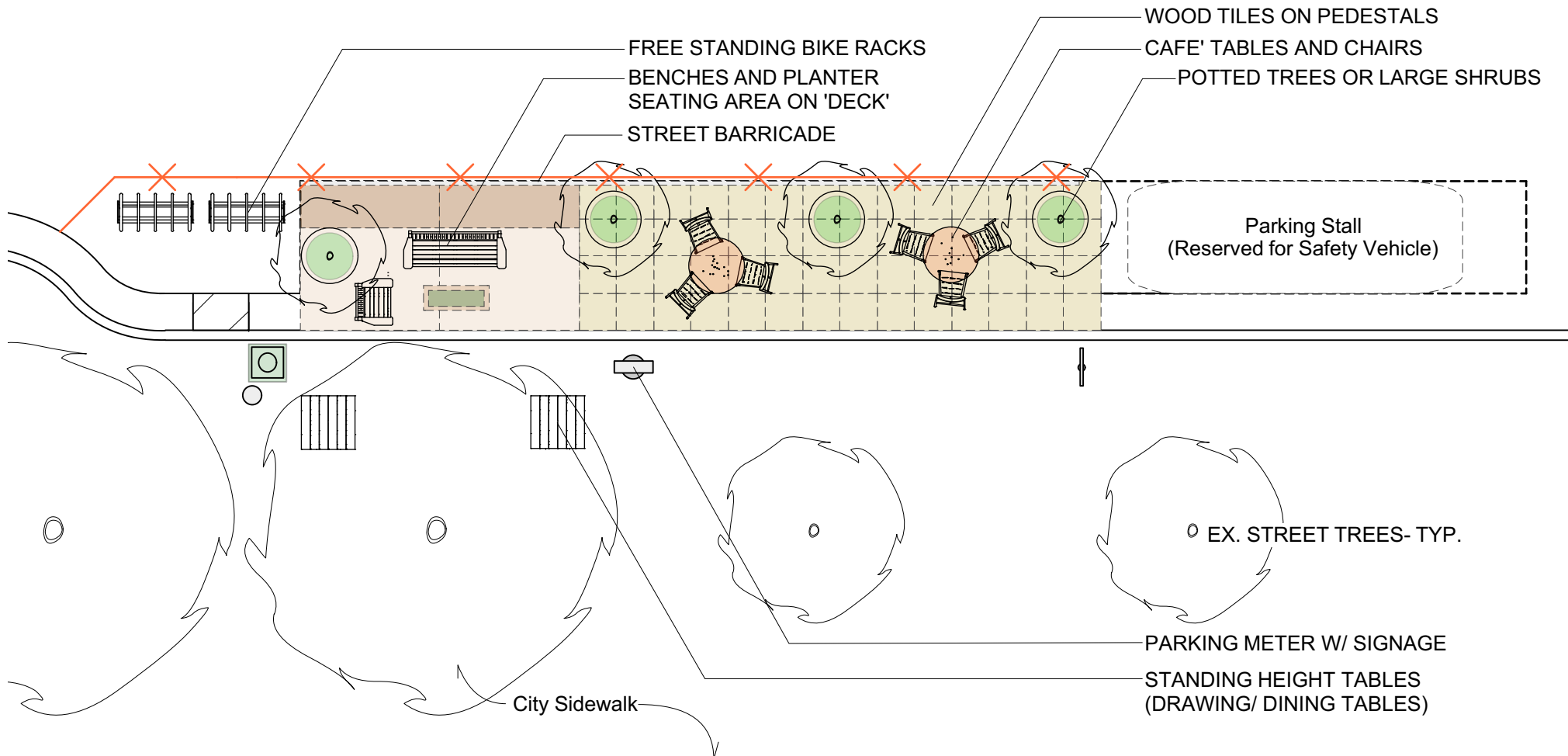
Date: 08/19/2019



# Street Use Permit Application Park(ing) Day

1" = 8'-0"

Martin Luther King Jr. Blvd



## Street Use Permit Application: Supplemental Information

Contact : Jared A. Vincent (WIASLA)  
608.298.8904, jared.vincent84@gmail.com

Jonathan Bronk (WIASLA)  
262.753.3863, bronkjj@yahoo.com

### PARK(ing) Day 2019 Summary

Originated by Rebar, a San Francisco art and design studio, the PARK(ing) Day event was designed to call attention to the need for more urban open space and improve the quality of urban experience. The first project started in 2005 by transforming a metered parking stall into a temporary public park in an area of the city most lacking public open space. Much of the open space in urban areas has been dedicated to the movement and storage of vehicles, reducing the amount of usable space available to its inhabitants. The PARK(ing) Day event was created to expand upon this idea and explore a broader range of activities and solutions to this short-term borrowed space idea. The hope of the event is to provoke an examination of the quality of our built environment and to raise awareness of the importance of public, usable open space.

### PARK(ing) Day 2019- Park Space Concept- "Public Open Space"

The intention of the PARK(ing) space is to improve the health and wellness of the citizens of the city and to provide a temporary respite that promotes the benefits of usable, public open space. We will be using a variety of natural materials to temporarily transform a concrete/ asphalt parking space into a small *pocket* park. Site furnishings such as chairs, bistro tables, and benches will provide temporary seating to invite visitors into the space and encourage interaction among users. Potted plants will also be added to provide additional shade, color, and beauty to the space. A concerted effort will be made to use natural materials to contrast the surrounding built environment, as well as re-purposed and recyclable materials to reduce waste and promote sustainability. We always incorporate temporary bike parking when possible. Wisconsin Chapter of the American Society of Landscape Architects will also be involving the University of Wisconsin Madison-Landscape Architecture students as a learning opportunity.

We are requesting three parking stalls total. One space will be used to park the safety vehicle and the other two spaces will contain the 'park' space.

## Street Use Permit Application: Supplemental Information- Continued

Contact : Jared A. Vincent (WIASLA)  
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### Event Schedule

Park(ing) Day is a national annual event on the third Friday of September; this year is Friday, September 20, 2019. Being an ephemeral concept the event is intended to be short in duration- appearing in the morning and gone by evening. Set-up will occur the morning of the event between 6:00am and 8:00am to avoid morning rush hour traffic and take-down between 4:00pm and 5:00pm so the parking stalls will be available before the evening rush hour traffic and when demand increases for parking stalls by area restaurants and shops. The event will occur during the day when pedestrian traffic from surrounding businesses is high to capture as large an impromptu audience as possible without disrupting normal traffic patterns, there has been at most 8-10 people gathered in the space at one time. This schedule worked quite well for all the past events. Meter bags will be picked up and installed on Thursday evening to ensure the spaces are available for set up in the morning and then removed immediately after the event. Barricades from City Engineering will be picked up in the morning on the day of the event and dropped off at the end of the day.

### Event Site Map

The event will take place in downtown Madison near the Capitol Square where there is street parking. We propose to locate the PARK(ing) Space on Martin Luther King Jr. Blvd, preferably on the corner of Main St. and MLK Jr. Blvd nearest the Capitol Square for better visibility and pedestrian traffic. This area will provide adequate exposure for the event while limiting the impact on parking and traffic for local businesses on adjacent streets. The PARK(ing) Space requires two to three adjacent metered parallel parking stalls, one to two to become the PARK(ing) Space and the other to park a vehicle, and preferably located at the end of the block to take advantage of the curb bump out to improve user safety. All materials will be appropriately sized and kept within the parking space. Materials used to create the Park(ing) Space will be readily movable in the event of an emergency and will allow for easy cleanup without special equipment. (See attached site plan)

### Route Map

The PARK(ing) Space is a stationary event that does not require any redirection of vehicular or pedestrian traffic. A single vehicle associated with the event (to provide a buffer on one end of the space as well as loading and unloading of materials) will be parked adjacent to the space(s). There are no special traffic needs as visitors to the space will be primarily by foot or bicycle and will approach from the sidewalk.

### Safety and Security Plan

The PARK(ing) Space will require one to two end parking stall(s) at the beginning or end of a block and a vehicle will be parked for the duration of the event on the other side of the PARK(ing) Space, all with bagged meters. Barricades along the street side of the space provide separation between vehicular traffic and users of the space. The PARK(ing) Space will also be organized to discourage users from entering or exiting on the street side. All users of the space will be directed to enter and exit from the adjacent city sidewalk. At least one member of our team will be present in the Park(ing) Space at all times. All team members will have a cell phone in the event of an emergency.

### Notifications

There will be limited public notifications made prior to the event. The transformation is intended to appear spontaneous and temporary. Notification can be made to businesses in the immediate area if necessary; however the impact on these businesses will be minimal. It is our hope that there will be some media coverage the day of the event to help raise awareness through social media and local news sources.