

Tables: 28"x28"  
 Seats: 16 max

Mint Mark  
 1929 Winnebago St.  
 Madison, WI 53704

**From:** [streetvending](#)  
**To:** ["geshaes@gmail.com"](mailto:geshaes@gmail.com)  
**Cc:** [licensing](#); [Rummel, Marsha](#); [Blake-Horst, Meghan](#)  
**Subject:** Approved: Streatery Cafe, Mint Mark 6-25-20  
**Date:** Thursday, June 25, 2020 6:21:53 PM  
**Attachments:** [Mint Mark LICSWC-2020-00321.pdf](#)  
[NOTICE Signage for Streatery Restaurant Recovery Program.pdf](#)

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Your request to expand your sidewalk café for **Mint Mark, 1929 Winnebago St., Madison, WI 53704** has been approved on **6/25/20** by the Street Vending Office. You are able to begin setting up your café within the approved expansion area and serving food.

Before you can serve alcohol in the expanded area, you will need to submit a [Temporary Premises Extension Permit application](#) to the [Clerk's Office](#). This email will serve as notification that your expansion is approved.

Once this application is submitted and approved by the Clerk's Office, you will be able to begin service into the expanded patio area on a provisional approval and forward to the Alcohol License Review Committee for final approval recommendation. See Temporary Premises Extension permit application for insurance requirements and details.

***Under no circumstances is this program meant to promote gathering or social spaces, and are only to allow food & beverage patrons to be seated in accordance with physical distancing requirements to increase capacity.*** This program and approvals can be changed or additional requirements can be placed at any time.

**Public Health Madison-Dane County (PHMDC) Resources and Guidelines:**

- COVID-19 Restaurant Toolkit: <https://publichealthmdc.com/coronavirus/forward-dane/requirements#toolkit>
- Sign-up for the Public Health Madison-Dane County newsletter. This is the best way to keep up to date on Public Health information you need to know to operate a safe and healthy restaurant: <https://bit.ly/2XWJJ2N>

**We will be flexible as we work with you and your staff but we ask that you:**

- Follow all [Public Health orders](#)
- Maintain a clear 6' pedestrian path at all times
- Keep chairs, tables and umbrellas within the enclosures at all times
- Place tables and chairs according to the current Public Health orders (6' distance for the seating area is measured from back of chair to back of chair).
- Be mindful of your neighbor café and that the same distancing applies between seating at adjacent cafes.
- Ensure customers are not moving tables together
- Clean café furniture and enclosures frequently and according to Public Health guidance
- Customers are to be seated when consuming food and/or drinks
- A covered garbage can is available at all times
- You must still bring in your furniture and enclosures nightly
- If you are in the Mall/Concourse and you set up your café before 9:30a, you must clean the area before you place your café out.

Please contact our office if you have any additional questions or need assistance. The Streatery Restaurant Recovery Program ends on October 25, 2020, or when restaurants are able to operate at full indoor capacity, whichever comes first. Feedback on this program is welcome. Best of luck as you reopen.



# Streatery Extension of Premises

Fee: Waived

Class A: ☐ Beer, ☐ Liquor, ☐ Cider  
Class B: ☐ Beer, ☐ Liquor,  
☐ Class C Wine

City of Madison Clerk  
210 MLK Jr Blvd, Room 103  
Madison, WI 53703  
[licensing@cityofmadison.com](mailto:licensing@cityofmadison.com)  
608-266-4601

(Agenda Item Number)

(Legistar file number)

LICPCH-2020-00449

(License number)

4

406

(Alder District #)

(Police Sector)

Office Use Only

Streatery extension of premises is available for existing licensed premises only. Extensions will not be granted for vertical drinking or beer garden additions. Application must be submitted to the Clerk's office. Staff will review the application and if it is complete and approved by Zoning and/or the street vending coordinator, provisionally approve and forward to the Alcohol License Review Committee for final approval recommendation. Any licensed establishment applying to extend their premises onto City property must provide a certificate of insurance for liquor liability including a separate additional insured endorsement naming the City of Madison with this application.

Are you requesting this temporary extension of licensed premises, in compliance with Emergency Order Resolution, Legistar #60695 (Madison Streatery Program), adopted by the Common Council on June 16, 2020?: ☒ Yes ☐ No

Required detailed floor plans of extension area **included**: ☒ Yes

Required approval of expanded eating area obtained from Street Vending Coordinator or Zoning Administrator **included**: ☒ Yes, date approved: 10/23/2020

Street Occupancy Permit obtained from Traffic Engineering: ☒ Yes ☐ No ☐ N/A

Does lease/deed cover area request for temporary extension?: ☐ Yes ☒ No

If no, **must attach** letter from landlord or property owner authorizing use of the property.

## Licensed Premises Information

This application modifies existing alcohol license number: LIC11b-2011-00339

Business dba Name: The Rigby Pub and Grill

Licensed Address: 119 East Main Street, Madison, WI 53703

Liquor/Beer Agent Name: Stephanie Yager

44 % Alcohol, 56 % Food, 0 % Other Alder, District #: Verveer, 4 Police Sector: Central

## Corporate Information

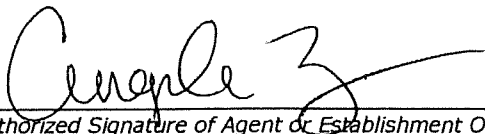
Business Legal Name (as on WI State Sellers Permit): East Main 119 LLC

Business Mailing Address: 119 East Main Street, Madison, WI 53703

Business Contact Name, Position: Angela Ziehme, owner

Business Phone: 608 442 1112 Business Email: therigby@gmail.com

-Continue on Back-

**Extension Details**Current Capacity (indoor): 148Current Capacity (outdoor): 48Proposed Capacity (outdoor): 62Description of Proposed Changes: Expanding the patio into  
the parking spaces**Signature**

Authorized Signature of Agent or Establishment Owner

6/24/2020

Date

**Clerk's Office checklist for complete applications**

- ☐ Floor Plans
- ☐ Copy of approval from Street Vending/Zoning
- ☐ Copy of Street Occupancy Permit included *if applicable*
- ☐ Letter from landlord/property owner authorizing temporary extension of lease area *if applicable*
- ☐ Certificate of Insurance for liquor liability with City of Madison named *if extending on city property*

**Upon Application Submission, the Clerk's Office issued to the application:**

- ☐ Orange sign    ☐ Orange business card
- ☐ "License Renewals & Changes" brochure with next steps issued



# City Of Madison

## Street Occupancy

### Permit

Start Date 6/26/20

Expiration Date 10/26/20

Street Address of Job Site 102 King St → 123 E Main St Days Requested 120

Use of Occupancy: ☐ Dumpster ☐ Storage Container ☒ Other Streatery

Street E Main St Length 107 ft Width 10 ft  
Type of Occupancy Requested: ☐ Sidewalk ☐ Protected Sidewalk ☐ Terrace ☐ Bike Lane ☐ Travel Lane ☐ Parking Lane

Street \_\_\_\_\_ Length \_\_\_\_\_ ft Width \_\_\_\_\_ ft  
Type of Occupancy Requested: ☐ Sidewalk ☐ Protected Sidewalk ☐ Terrace ☐ Bike Lane ☐ Travel Lane ☐ Parking Lane

#### Applicant Information:

Company Name	<u>Madison, Wackerle, Argus</u>
Company Address	<u>102 King St</u>
City, State, Zip Code	<u>Madison, WI 53703</u>
Telephone Number	<u>608.332.7876</u>
Applicant Signature	<u>[Signature]</u>
Insurance Company	<u>Society Insurance</u>
Insurance Expiration Date	<u>2/2021</u>

#### Special Requirement for Occupancy - For Office Use Only

- ☐ An alternate sidewalk is available for pedestrians.
- ☐ Bulk materials will be placed on the sidewalk (i.e. sand, gravel, mulch).
- ☐ Heavy equipment will be driven over the curb or sidewalk.
- ☐ Material will be hoisted over public sidewalk Height: \_\_\_\_\_ ft.
- ☐ Excavation depth of \_\_\_\_\_ ft. will take place next to the street or sidewalk.
- ☐ Protection measures required.
- ☐ "Sidewalk Closed Use other Side" signs are required at each end of the block.
- ☐ "No Parking Anytime" signs are required along the occupancy area of the street.
- ☒ Parking meter hoods must be purchased from the Madison Parking Utility for all meters effected by this occupancy. Qty: per parking utility direction
- ☐ Reflective yellow sheeting, steady burn lights and/or cones are required on each corner of a dumpster / obstruction that is in the street.
- ☐ Corner vision clearances are to be maintained.
- ☐ No work will be performed between \_\_\_\_\_ am/pm and \_\_\_\_\_ am/pm.
- ☐ Illuminated enclosed sidewalks are required and must be in compliance with Madison General Ordinance (MGO) 10.055
- ☐ All materials shall be removed from right-of-way at the end of each day.
- ☐ Install barrier around excavation.
- ☐ Permit holder is responsible for all snow removal incidental to the conditions granted by the permit, including final cleanup to previous permit conditions per MGO 10.28
- ☐ Occupancy shall not obstruct parking or travel lanes.
- ☒ Other see attached plan

#### Description or special requirements

All applicants shall comply with the conditions set forth in the City of Madison Streatery program (current and future)

#### General Requirements of and for Street Occupancy

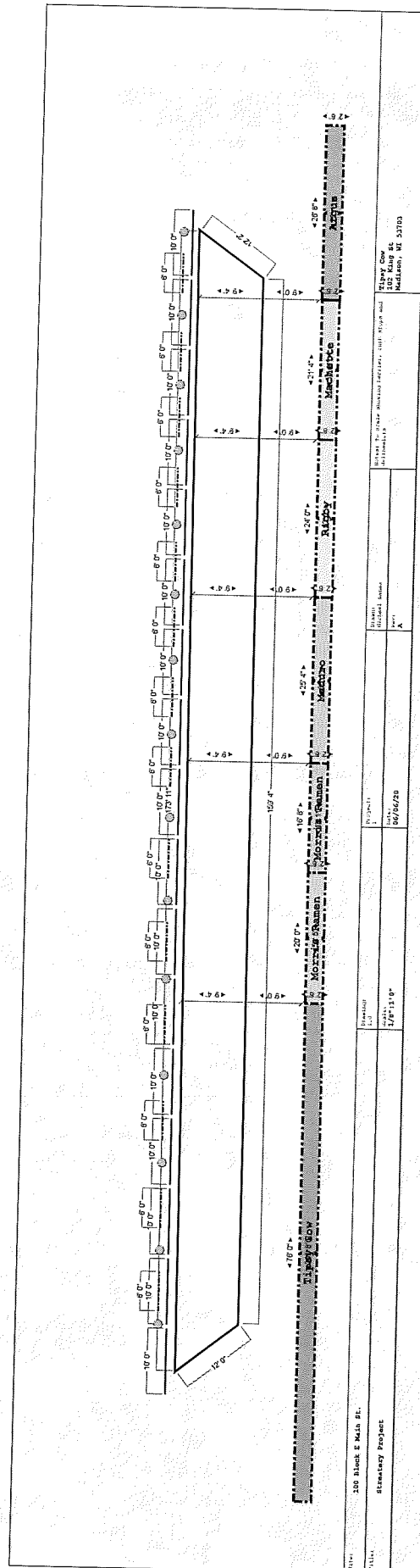
- a) Walkways open to the public must be in compliance with the most current ADA (American Disabilities Act) guidelines.
- b) Construction machinery, equipment and vehicles loading or unloading is permitted in the occupancy area.
- c) Parking of personal vehicles is prohibited within occupancy area.
- d) All signing, barricading and associated traffic control measures shall be placed in conformance with Federal Highway Administration "Manual on Uniform Traffic Control Devices" and City of Madison standards.
- e) The conditions of this occupancy permit are subject to change at any time due to varying traffic and pedestrian conditions, changes in scheduling, and public safety concerns relating to use of occupancy.
- f) The occupancy permit fee shall be doubled for untimely renewals or applications made after the occupation has already begun.

Approval by Traffic Engineering

Michael Duhr

Issued by Board of Public Works

Permit Fee \$ fee waived



Sheet

100 Black & White St.

Structural Project

Drawing  
Date: 1/6/19

Project  
06/16/20

Client  
A

Notes: To other structural engineer, all items and dimensions.

Client: Tiley Corp  
100 King St  
Madison, WI 53703

# **STREET OCCUPANCY**

## **PERMIT**

### **CITY OF MADISON**

<b>NOTICE OF NONCOMPLIANCE</b> This issuing jurisdiction shall notify the applicant in writing of any violations to be corrected. All cited violations shall be corrected within time specified by inspector.	<b>ADDRESS</b>	100 Block E Main St Establishmnts
	<b>DATES</b>	6/26/20 - 10/26/20
	<b>INSPECTOR</b>	M Duhr
	<b>ISSUED TO</b>	Various Bars and Restaurants on 100 E Main
	<b>ISSUED BY</b>	Traffic Engineering
This permit card must be displayed in a conspicuous location unobstructed from public view.	<b>USE</b>	Streatery
	TRAFFIC ENGINEERING OFFICE: 266-4761	