

City of Spooner
City Clerk's Office
Municipal Operations Committee
515 N. Summit Street PO BOX 548
Spooner, WI 54801
715-635-8769

(Send application & Remittance to above Address)



Application for Temporary Street/Alley/Parking lot closing permit
Application must be filed within 30 business days of the event. Only original applications and petitions are accepted.

Applicant Information			
Name			
Street Address			
City	State	Zip Code	
Daytime Telephone	Evening/Cellular Number	Fax Number	E- mail Address
Company/Organization Name (if applicable)			
Company Address/City/Zip Code		Company Telephone Number	

• Applicant acknowledges that the street closing does not authorize the serving or consumption of alcohol.

• Applicant agrees to comply with all rules, regulation, codes and laws including, but not limited to public safety, law enforcement, public health, and noise ordinance requirements applicable to and associated with the permit. Applicant further agrees to be bound by and special conditions, restrictions and regulations as may be lawfully imposed by the City of Spooner.

• Applicant agrees to hold harmless the City of Spooner, its officials, employees and agents from any liability, suits, actions, damages or claims to with the City of Spooner may be subjected of any kind or nature whatsoever resulting from , caused by, arising out of or as a consequence of such temporary street closure and the activities permitted in connection therewith. The City of Spooner may require, as a condition of issuance of a permit, that the applicant obtains insurance to serve this end, in such an amount and with such terms as the City of Spooner determines to be appropriate under the circumstances. This shall be a continuing release and shall remain in effect until revoked in writing.

• Applicant attests that the information contained in this application is true and correct. I understand that this in only an application and not a guarantee that a permit will be issued. If a permit is issued, I agree that: (1) if any of the information contained in the application is found to be false; or (2) should my conduct, or the conduct of the participants or guests, not be as described in the application; or (3) should any applicable City of Spooner or Federal rules, regulations, codes, laws or ordinances be violated, any permit(s) issued shall automatically become null and void and any activity associated with the permit(s) will immediately cease.

• **The fees for this closure shall be \$50.00 for the street closing and a \$100.00 deposit to help offset cleanup fees. If cleanup fees are in excess of \$100.00, the excess amount will be billed to the organization/person responsible for event. Date Fee Paid: _____.**

Signature of Applicant Printed Name DATE

Diagram of Area Covered by permit

Street/Alley/Parking Lot Closing Information

Street Closure Date / / to / /	Day of Week	Rain Date	Event Start Time	Event End Time
Closure Start Time <i>(include Set up)</i>	Closure end time <i>(include clean-up)</i>			
Street/Alley/Parking lot to be closed _____ Between _____				
Description of event _____				
Will alcohol be served? Yes or No		Will food be served? Yes or No		
NOTE: The temporary street closing permit does not authorize any serving or consumption of alcohol.				
Will there be amplified sound? Yes or No		If yes, Describe _____		

We the undersigned, being residents/owners/authorized business officials of properties within **200 feet** from the outer boundaries of the requested closure in the foregoing application, do hereby respond as follows: *(only original signatures are accepted.)*

Business Name (Print)	Address	Authorized Signature & Printed Name	Telephone	I have been informed Of the above mentioned Street Closing (Please sign and print name)

Tentative Municipal Operations Meeting Date: _____

Tentative Safety & Licensing Committee Meeting Date: _____
(If applicable)

ARTICLE VIII. STREET USE PERMITS*

*Cross references: Streets, sidewalks and other public places, ch. 62.

Sec. 42-271. Purpose of article.

The streets in possession of the city are primarily for the use of the public in the ordinary way. However, under proper circumstances, the common council may grant a permit for street use, subject to reasonable municipal regulation and control. Therefore, this article is enacted to regulate and control the use of streets pursuant to a street use permit to the end that the health, safety and general welfare of the public and the good order of the city can be protected and maintained.

(Code 1994, § 7-7-1(a))

Sec. 42-272. Application; contents.

A written application for a street use permit by persons or groups desiring the same shall be made on a form provided by the clerk-treasurer and shall be filed with the clerk-treasurer. The application shall set forth the following information regarding the proposed street use:

- (1) The name, address and telephone number of the applicant or applicants.
- (2) If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization.
- (3) The name, address and telephone number of the person who will be responsible for conducting the proposed use of the street.
- (4) The date and duration of time for which the requested use of the street is proposed to occur.
- (5) An accurate description of that portion of the street proposed to be used.
- (6) The approximate number of persons for whom use of the proposed street area is requested.
- (7) The proposed use, described in detail, for which the street use permit is requested.

(Code 1994, § 7-7-1(b))

Sec. 42-273. Representative to be present at meeting.

The person or representative of the group making application for a street use permit shall be present when the common council gives consideration to the granting of such street use permit to provide any additional information which is reasonably necessary to make a fair determination as to whether a permit should be granted.

(Code 1994, § 7-7-1(c))

Sec. 42-274. Review of application.

Before any application for a street use permit is considered by the common council, the application shall be reviewed by the common council designee and chief of police for their recommendation as to the effect that the temporary closing of the street will have on the public safety and traffic movement in the area during the time the street may be closed.

(Code 1994, § 7-7-1(d))

Sec. 42-275. Denial of permit application.

An application for a street use permit may be denied if:

- (1) The proposed street use is primarily for private or commercial gain.
- (2) The proposed street use would violate any federal or state law or any ordinance.
- (3) The proposed street use will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property.
- (4) The application for a street use permit does not contain the information required in section 42-272.
- (5) The application requests a period for the use of the street in excess of ten hours.
- (6) The proposed use could equally be held in a public park or other location. In addition to the requirement that the application for a street use permit shall be denied, as set forth in this article, the common council may deny a permit for any other reason or reasons if it concludes that the health, safety and general welfare of the public cannot adequately be protected and maintained if the permit is granted.

(Code 1994, § 7-7-1(e))

Sec. 42-276. Fee.

Each application for a street use permit shall be accompanied by a fee set by the council from time to time, plus a deposit set by the council from time to time for cleanup costs. This fee may be waived for certain nonprofit organizations upon application to the council designated committee.

(Code 1994, § 7-7-1(f))

Sec. 42-277. Liability coverage.

The applicant for a street use permit may be required 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. As evidence of the applicant's ability to perform the conditions of the permit, the applicant may be required to furnish a certificate of comprehensive general liability insurance with the city. The applicant may be required to furnish a performance bond prior to being granted the permit.

(Code 1994, § 7-7-1(g))

Sec. 42-278. Termination.

A street use permit for an event in progress may be terminated by the police department if the health, safety and welfare of the public appears to be endangered by activities generated as a result of the event or the event is in violation of any of the conditions of the permit or ordinance. The chief of police has the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit.

(Code 1994, § 7-7-1(h))

Secs. 42-279–42-310. Reserved.