

CITY OF GALESVILLE
APPLICATION FOR STREET USE PERMIT
Fee: \$25.00

To the Common Council of the City of Galesville, Wisconsin:

I/We hereby make application for a permit for use of the street(s) described below, in the City of Galesville, on the date(s) hereof, and hereby agree to comply with all laws, resolutions, ordinances, and regulations affecting the street(s). **Sec. 7-8-1**

Name of applicant(s):

Phone #:

Address:

If for a group, firm or organization, list names, addresses and telephone numbers of headquarters, or officers of the same:

Name, telephone number and address of person who will be responsible for the use of said street:

Dates and hours the street is to be reserved: _____

How many people are expected to use the street during this date and time: _____

A description of proposed streets to be used: _____

Described the proposed use of the street: _____

Signature of applicant

When the City Square is requested for a street use permit, it will be the responsibility of the requesting group to place No Parking signs.

APPROVED BY:

Chief of Police: _____

Public Works: _____

Council: _____

CHAPTER 8

Street Use Permits

7-8-1 Street Use Permits

SEC. 7-8-1 STREET USE PERMITS.

- (a) **Purpose.** The streets in possession of the City are primarily for the use of the public in the ordinary way. However, under proper circumstances, the City Common Council may grant a permit for street use, subject to reasonable municipal regulation and control. Therefore, this Chapter 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.
- (b) **Application.** A written application for a Street Use Permit by persons or groups desiring the same shall be made on a form provided by the City Clerk-Treasurer and shall be filed with the City 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 or persons 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.
- (c) **Representative 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 said 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.
- (d) **Review by Chief of Police, Superintendent of Public Works and Fire Chief.** Before any application for a Street Use Permit is considered by the Common Council, the application shall be reviewed by the Superintendent of Public Works, Chief of Police, and Fire Chief for their recommendation as to the affect 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.
- (e) **Possible Denial of Street Use Permit.** 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 of the City.
 - (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 above.
 - (5) The application requests a period for the use of the street in excess of four consecutive (4) days.
 - (6) In addition to the requirement that the application for a Street Use Permit shall be denied, as hereinabove set forth, 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.
- (f) **Permit Fee.** Each application for a Street Use Permit shall be accompanied by a fee of Twenty-five Dollars (\$25.00).
 - (h) **Insurance.** 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 of Galesville. The applicant may be required to furnish a performance bond prior to being granted the permit.
 - (i) **Termination of a Street Use Permit.** 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 permits or Ordinances of the City of Galesville. 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.
 - (j) **Downtown City Square Posting of Signs.** **When the City Square is requested for a street use permit, it will be the responsibility of the requesting group to place No Parking signs.** The Downtown city square is comprised of the parking around the Gazebo. This parking area is a square that is surrounded by US Highway 53 to the east, E. Gale Ave to the south, Davis St to the East, and Court Ave to the north. Any request for the downtown city square must include what parking spots will be closed during the time of the event.

Amended 10/13/2022