

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 5/11/2022

EVENT NAME: Silver Cup XXII Disc Golf Tournament

ORGANIZER: Discover Eastern WI Disc Golf - Jim Van Lanen Jr

E-MAIL ADDRESS: discgolf@discoverwisc.com

7/16-7/17 (Amateurs) &

EVENT DATE: 8/4-8/7 (Pros)

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION:

2 disc golf tournaments at Silver Creek Park; Family Day on 8/4; use of concession stand (& fieldhouse in case of inclement weather), as well as picnic tables

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE	DENY
Jason Freiboth/sr Kim Lynch/sr Jason Russ/sr	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:



City of Manitowoc

SPECIAL EVENT PERMIT APPLICATION

APPLICANT INFORMATION

Business/Org Name Silver Cup XXII Disc Golf Tournament
Name of Applicant James Van Lanen
Street Address 4121 Martin Lane
Mailing Address _____
(if different)
City, State, Zip Two Rivers, WI 54241
Primary Phone 920-629-9997
Cell Phone same
Email discgolf@discoverwisc.com
Wisconsin Tax Exempt

ON SITE CONTACT INFORMATION

During Event
On-Site Contact James Van Lanen
On-Site Cell Phone # 920-629-9997
On-Site Security Contact Name same
On-Site Security Contact Phone # same

EVENT INFORMATION

Event Description and Map with Event Setup and Parking Required (Some maps available online)

Document Attached



Singles disc golf tournament - 1st weekend is for all amateur divisions and 2nd weekend is for all professional-advanced divisions. Players compete at Silver Creek Park on all 5 competition dates using tee time spacing with check-in, awards, and most player communication on-line. Concession area will be used for staff and field house will only be used for storm shelter if needed. Waiver of fees is requested.

Event Name Silver Cup XXII

Public Event YES NO

Location Silver Creek Park

Estimated Total Attendance 500

Staging Area Concession area

Estimated Attendance 400
from outside City of Manitowoc

Event Date(s) Amateur Pro
July 16-17 and Aug 4-7, 2022

Event Website http://silvercupdiscgolf.com

Event Start Time 6:30 AM PM

Event End Time 7:30 AM PM

Setup Date(s) 07/15/2022

Setup Start Time 9:00 AM PM

Teardown Date(s) 08/08/2022

Teardown End Time 9:00 AM PM
(Event to be cleaned by 9 a.m. on day following the event)

RECEIVED

MAY 10 2022

CITY OF MANITOWOC
ENGINEERING

*A/N
Lalal*



FACILITY REQUESTS

Facility Location Silver Creek Field House

Mariner's Trail FROM _____
TO _____

Athletic Field(s) Request _____

Special Power Requirements Internet at Concession area for scoring

Special Lighting _____
(ex. ball diamonds)

ADA Accommodations _____

VENDORS & MONEY EXCHANGE

Alcohol Sales Request for Extension of Premises
Class B License

Alcohol Served End Time _____

Beverage or Food Sales

Merchandise Sales

Vendor(s) How many _____

Collecting Money Donations

Charging Admissions On-Site

Credit Card Sales/Transactions

Expected Revenue \$500

Revenue to be used for payout

ROUTE

Route map must be submitted with application

Road Closure
Describe location(s)
+ time(s)

Timed Route

Road Crossing
Describe where +
if assistance needed

Course Marking
Describe type

Sidewalk
Describe usage

EVENT STRUCTURES

Site map must be submitted with application

Staking Structures into Ground
(greater than 6")

Fencing

Bounce House # _____

Portable Restrooms # _____

Signs/Banners # 10

Carnival Rides # _____

Dumpster # _____

Stage # _____

Tent # _____ Size _____

Other # _____ Describe _____

EVENT FEATURES

Animals # _____ Type _____

Fireworks - Time _____

Drone # 1

Lights/Spotlights # _____

SOUND

Amplified Sound

Start Time _____ AM PM

End Time _____ AM PM

Type of Sound _____

EQUIPMENT REQUESTS

Fees will be calculated based on organizer's meeting with the Special Event Committee. After event is approved, changes to equipment orders are subject to non-refundable fees. Photos and more information about rental items can be found at www.manitowoc.org.

DELIVERY DATE 7/15/22 TIME 12:00 AM PM LOCATION Concession area

PICKUP DATE _____ TIME _____ AM PM Place Items in original drop-off location after event.

**Indicate Quantities on Line*

GAMES

- Bean Bag Toss _____
- Ring Toss _____
- Sports Kit _____

STAGING / RISERS

- RISERS – 4' x 8' Wooden Platforms
6" H _____ 12"H _____ 18"H _____
- Staging – 8'x12' _____
- Portable Bandwagon – 35'x8' _____

TABLES & SEATING (Do NOT count any tables, benches, etc. already located at the park or in a facility)

- Banquet tables – 8'x40" _____
- Benches – 4' wooden _____
- Bleachers – 15'x5' portable _____
- Chairs – metal, folding _____
- Picnic Tables – 6' wooden 20
- Picnic Tables – 8' wooden, ADA accessible _____

TENTS

- Tent – 10'x 20' _____

TRAFFIC CONTROL ITEMS

- Barricades – 2' _____
- Barricades – 3' _____
- Barricades – 8' _____
- Barricades – 12' rail-type _____
- Channelizer drums – 3' reflective _____
- Cones – 18" _____
- Cones – 28" reflective _____
- Delineators – 42" reflective _____
- Parking posts with concrete base – 42"H (rope or tape not included) _____
- Traffic signs (sign only – typically placed on barricades)
 - Road Closed _____
 - Road Closed Ahead _____
 - _____
 - _____

MISCELLANEOUS ITEMS

- Disc golf basket – portable _____
- Grill – 2' x 3' portable, outdoor _____
- P.A. system – microphone, sound board, 2 speakers with stands _____
- Post pounder / driver _____
- Power pedestal – portable _____
- Safety vests _____
- Security stanchions _____
- Snow fence – 50' rolls – plastic _____ wooden _____
- Snow fence – posts 20
- Ticket booths – outdoor _____
- Trash barrels _____
- Other fence post pounder _____ 1

VEHICLES

Parking must be included on site map

Expected number of vehicles 125

Where do you plan to park vehicles main and upper parking lots

Are there any special parking considerations _____
(VIP, ADA, Security, Emergency Vehicles, etc)

SAFETY & SECURITY

The City requires security based on attendance

Do you need assistance from: Police Dept Fire Dept/Ambulance

Describe _____

Date/Time _____

Location _____

Other than dialing 911, do you have a plan in place to deal with medical emergencies that may occur? YES NO
(If so, please attach)

ADDITIONAL QUESTIONS

Please attach any additional information which you feel will assist the Committee in evaluating your request.

Do you have any questions/comments/additional requests?

The tournament promotes the park and any fees available after the event are used for disc golf course improvements at Silver Creek and Indian Creek Parks. This is a great opportunity to expose disc golfers from all over the Midwest to our beautiful parks. We request a waiver of fees for park and concession use and picnic tables used for player lunches. Thank You!

LEGAL NOTICE

I understand the filing of this application does not ensure approval of a Special Event. I also understand that all Special Event organizers and participants must comply with all applicable City Ordinances, traffic rules, park rules, state health laws, fire codes, and liquor licensing regulations. Fees for park facilities, temporary beer/wine licenses, stake and fireworks permits, and other necessary licenses and permits are in addition to the fees submitted for the Special Events Application. I further understand that an incomplete application may be cause for the denial of the event.

The undersigned agrees to indemnify and hold the City of Manitowoc harmless for any and all damage claims or personal injury claims occurring during this event. It is further agreed that all personal property of any kind brought on the premises shall be at the sole risk of the undersigned, and that the City of Manitowoc shall not be liable for any injury, loss or damage to said property or injury to any persons on the premises. The undersigned agrees to be responsible for any damage caused to said facility or equipment by mischief or negligence. By signing, I acknowledge that I have authority to bind the sponsoring organization and acknowledge that I have received, read and understand the Special Events Guidelines and Policy and agree to be bound by all requirements as stated in the Special Events Policy and it is hereby incorporated by reference into this signed agreement.

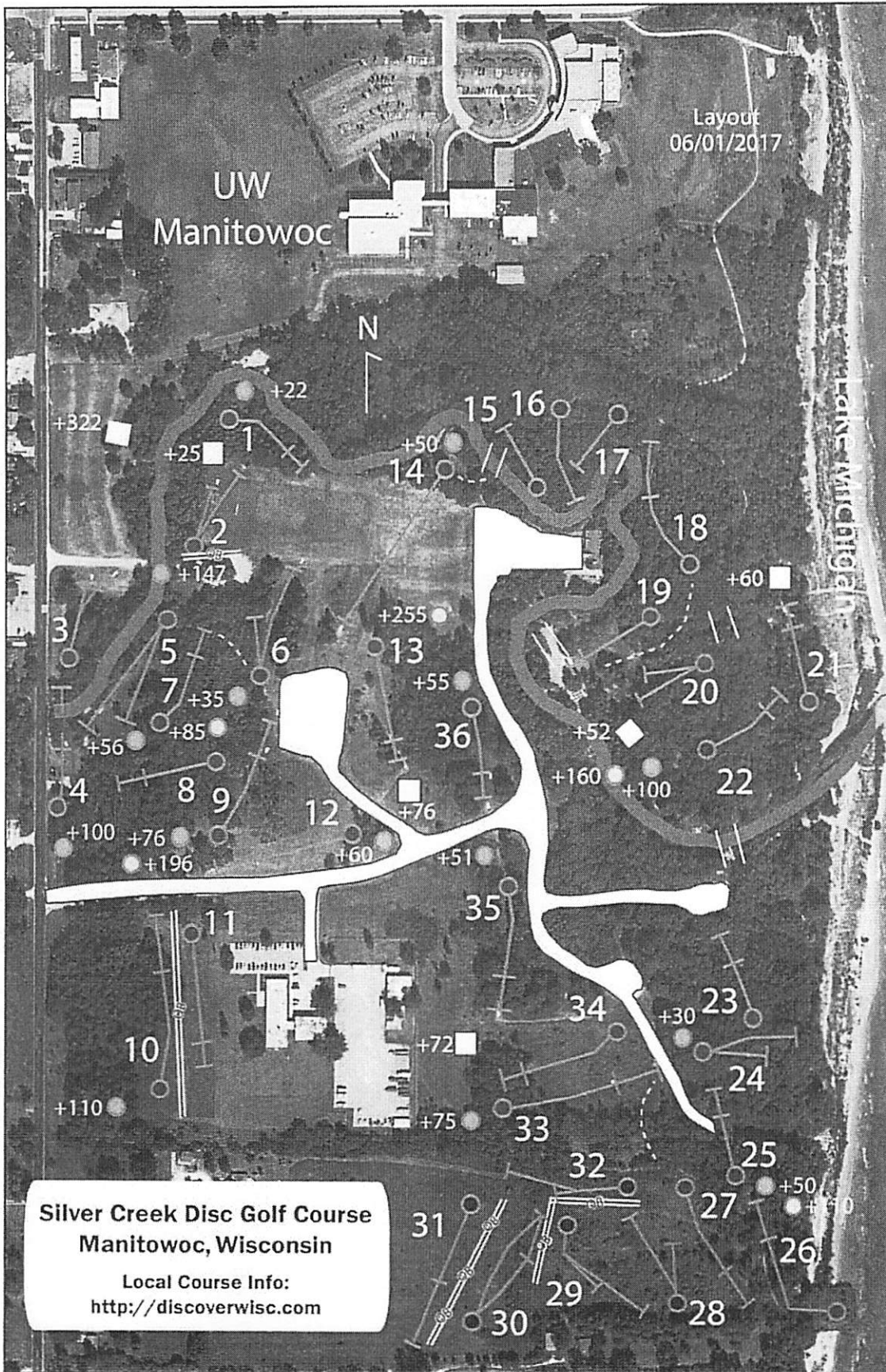
Date of birth of applicant 02 / 06 / 1963

Signature of Applicant: James E Van Lanen Jr.

Date: 05-10-2022

E-MAIL

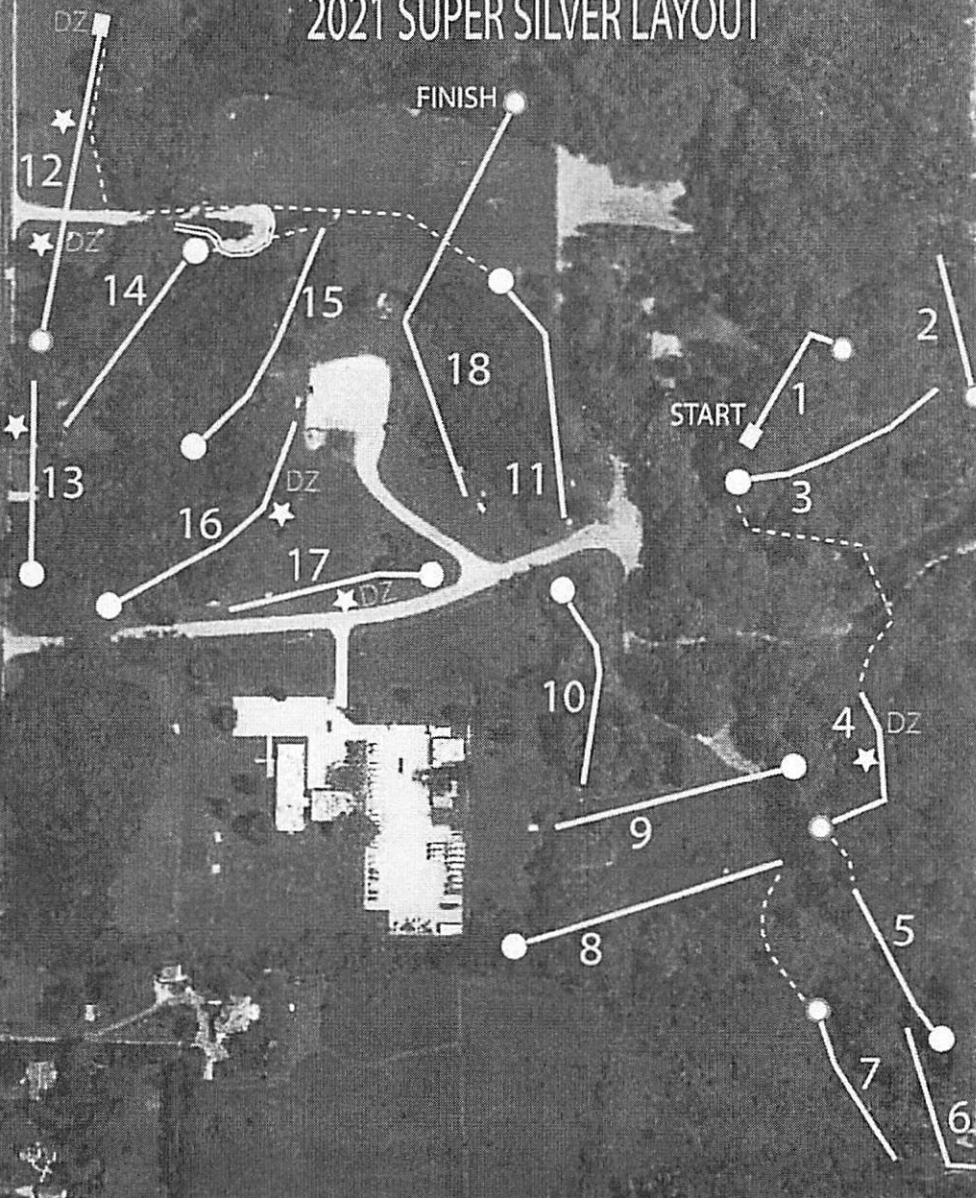
PRINT



Silver Creek Disc Golf Course
Manitowoc, Wisconsin
 Local Course Info:
<http://discoverwisc.com>

		Short Tees			
Hole	Par	A	B	C	
1	3	148	170		
2	3	147			
3	3	200			
4	3	142	242		
5	3/4	205	352		
6	4	146	181	231	
7	3	200	256		
8	3	150			
9	3/4	233	309	429	
10	4	290	400		
11	3	270			
12	3	248	323		
13	3	245			
14	4	288			
15	3	160			
16	3	225			
17	3	170			
18	3	190			
Front	59	3657	4278	4448	
19	3	192			
20	3	150			
21	3	154			
22	4	205	305	365	
23	3	160			
24	3	171	206		
25	3	185	235	295	
26	4	335			
27	3	225			
28	3	156			
29	3	184			
30	3	238			
31	3	226			
32	3	184			
33	4	258	318	393	
34	3	238	392		
35	3	242	293		
36	4	172	227	427	
Back	58	3676	4026	4421	
Total	117	7332	8304	8869	
		Long Tees			Champ
Hole	Par	A	B	C	A
1	3	188	210		
2	3	205			230
3	3/4	228			550
4	3	211	344		
5	3	308	455		
6	4	318	353	403	
7	3	277	331		
8	3	240			
9	3/4	322	398	518	
10	4	413	525		
11	3	324			
12	3	352	426		
13	3	310			386
14	4	472			
15	3	160			
16	3	225			
17	3	170			
18	3	190			
Front	59	5090	5712	5882	6305
19	3	241			
20	3	193			250
21	3	212			272
22	4	235	335	395	
23	3	245			
24	3	213	248		
25	3	255	305	365	
26	4	350			
27	3	330			
28	3	260			
29	3	285			
30	3	330			
31	3	300			
32	3	306			
33	4	368	428	503	
34	3	298	452		524
35	3	311	362		
36	4	240	295	495	
Back	58	5184	5689	6084	6265
Total	117	10274	11401	11966	12570

SILVER CREEK PARK 2021 SUPER SILVER LAYOUT



Orig	SS	Dist	Par
20	1	250	3
21	2	272	3
22	3	395	3
23-24	4	423	4
25	5	365	3
26	6	450	4
27	7	330	3
33	8	503	4
34	9	524	3
35	10	362	3
36	11	495	4
3	12	550	4
4	13	344	3
5	14	455	3
6	15	403	3
9	16	518	4
12	17	426	3
13-14	18	864	5
TTL		7929	62