

CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

9



June 14, 2016

Tracy Schwantes
839 Indian Bluff Dr.
Manitowoc, WI 54220

Re: Block Party – 800 Block – Corner of Indian Bluff Dr. & Winetka Ct.
242-1878

Dear Ms. Schwantes:

Your request for a block party on Saturday, August 13, 2016, being held at the intersection of Indian Bluff Dr. and Winetka Ct., between the hours of 4:00 p.m. and 11:00 p.m. has been granted. Please make sure that you are off the street by 11:00 p.m. As per the City of Manitowoc Ordinance the street needs to be re-opened by 11:00 p.m.

The Manitowoc City Council has stipulated that when an event is held, the person in charge is responsible for getting and returning the barricades with lights. Due to the size and amount of barricades needed to close the street, please make sure you have a pickup truck or trailer when picking up traffic control materials.

Please stop at the front office of the Department of Public Works, located at South 35th and Viebahn Streets, in order to check out and check in the barricades by completing the appropriate paperwork and paying the \$25 fee for use of traffic control items. Please pick up barricades before 2:30 p.m. on Friday, August 12th and return them Monday, August 15th between 7:00 a.m. and noon.

Contact the Department of Public Works at 686-6550 to inform them of a pick up time.

Sincerely,


Jennifer Hudon
City Clerk

JH:dan

cc: Department of Public Works
Jeri Lynn Christensen, Office Manager

Jennifer Hudon, MPA, City Clerk/Deputy Treasurer
CITY HALL • 900 Quay Street • Manitowoc, WI 54220-4543
Phone (920) 686-6950 • Fax (920) 686-6959 • jhudon@manitowoc.org



SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 6/13/2016

EVENT NAME: Residential Block Party - 800 block Indian Bluff

ORGANIZER: Tracy Schwantes

EVENT DATE: 8/13/2016

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: Close streets for residential block party at intersection of Indian Bluff Dr. & Winetka Ct.

ESTIMATED CITY COSTS:

POLICE	0
FIRE	0
PARKS	0
RECREATION	
STREETS	72
TOTAL	72

ESTIMATED EVENT HOLDER CHARGES:

LATE APPL. FEE (<60 days)	
STAKE PERMIT	
DELIVERY CHARGES	
BLOCK PARTY PERMIT	25
TOTAL E.H. CHARGES	25
 GRAND TOTAL	 47

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE

DENY

Tracy Schwantes
[Signature]
[Signature]

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

RECEIVED

JUN 6 2016

DPL OPERATIONS DIVISION

W City of Manitowoc

RESIDENTIAL BLOCK PARTY PERMIT APPLICATION

Residential block party permits have a **\$25 fee** that includes use of traffic control items for the purpose of closing off the street(s). Payment can be made at the time of barricade pickup. Block party hosts must contact all affected residents prior to applying. Block parties must be concluded and the road opened by 11 PM. Any debris must be removed immediately from the street and terrace areas. (Organizations should complete a Special Event Application instead of a Residential Block Party Application.)

Today's Date: June 4th, 2016

Responsible Individual(s) for Party Name: Tracy Schwantes
Address: 839 Indian Bluff Dr
City/State/Zip: Manitowoc, WI 54220
Phone Number: (920) 242-6972
E-mail Address: tschwantes@afl.net
Date of Birth: 2-4-76

Nick Kroken
Indian Bluff Dr
Manitowoc, WI
(920) 242-1878

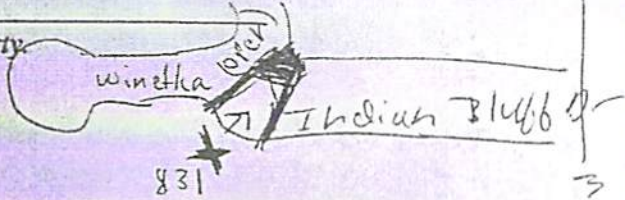
Date of Party: August 13th, 2016 Time of Party: 4pm - 11pm

Location of Party (Hundred Block and Street Name): 800 Block - corner of
Winetka & Indian Bluff

Cross Streets You are Requesting to Block Off: none

Please provide a map/sketch of the area requested for the block party.

Estimated Attendance: 60



Once your application is reviewed by the Special Event Committee, you will receive a letter indicating whether or not your block party has been approved. The letter will also give you instructions of where and when to pick up barricades for your event.

Please return form to: City of Manitowoc - Department of Public Infrastructure
2655 S 35th St
Manitowoc, WI 54220
Phone: 920-686-6550
Fax: 920-686-6525
E-mail: parksadmin@manitowoc.org

Date paid: _____

M. d. Sullivan