

SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 5/26/2021

EVENT NAME: STAKE PERMIT: Logan's 6th Birthday

ORGANIZER: Lisa Mendez

E-MAIL ADDRESS: lbenthien@yahoo.com

EVENT DATE: 6/12/2021

NEW OR RECURRING: New

LOCATION/DESCRIPTION: Stake permit for bounce house by Red Arrow Open Air Shelter

COMMITTEE CONCERNS:

COMMITTEE DECISION:

APPROVE	DENY
<p><i>Approved via Zoom:</i> Shawn Alfred/sr Todd Blaser/sr Jason Freiboth/sr Dan Koski/sr Liz Majerus/sr</p>	

COUNCIL ACTION REQUIRED:

ITEMS TO INCLUDE IN LETTER:

RECEIVED

MAY 20 2021

City of Manitowoc Stake Permit

CITY OF MANITOWOC
ENGINEERING

A stake permit is required to erect any tent, canopy, bounce house/inflatables, fence, sign, or similar item that requires stakes or posts to be placed more than 6" deep in the ground on City property. Stakes may be placed in approved areas only. There is a **\$50 non-waivable fee** for a stake permit. The special event sponsor is responsible for contacting Diggers Hotline at least three (3) business days before any stakes and fence posts are driven into the ground. The sponsor must also contact the Manitowoc Fire Department for fire safety guidelines for tents. Tents must be secured with filled sand bags or water barrels. The City reserves the right to require additional insurance.

Event Name/Description: Logan's 6th Birthday (My Son)

Location (Park Name or Property Address): Red Arrow / Open Air Shelter

Date(s) of Event: Sat., June 12 Time: Noon - 5 p.m.

What items will be erected or placed on City property or right-of-way?

- Bouncing from Wizard's Kingdom Inflatables - Bounce House Yes, size 15x17x19 high No
- If electric, where will item be plugged in? gas generator
- OC: Bernie Tent or Canopy Yes, size _____ No
- Fence Yes, size _____ No
- Sign Yes, size _____ No
- 20-683-2111 Other (describe) _____ Size _____

If electric, where will item be plugged in? _____

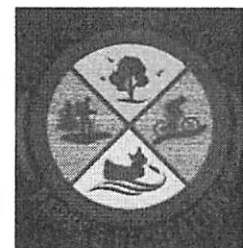
Permit holder MUST provide a diagram of where item(s) will be placed. Please See Back

Name and address of event organizer:

Lisa Mendez
3705 Wildwood DR
Manitowoc WI 54220

Phone #: 202-255-0532

Return form/diagram to: City of Manitowoc – Parks Division
900 Quay St.
Manitowoc, WI 54220
Phone: 920-686-3580 • Fax: 920-686-6525
E-mail: parksadmin@manitowoc.org

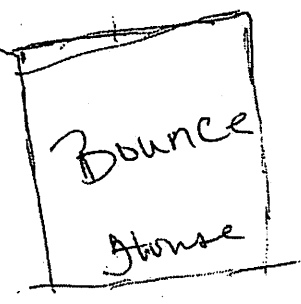
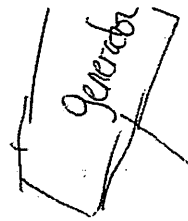


AIN 5759

Summer (at winter)

Path

Grass



Grass

Parkings



Not too close to the tree & behind to the side of the Pavilion.

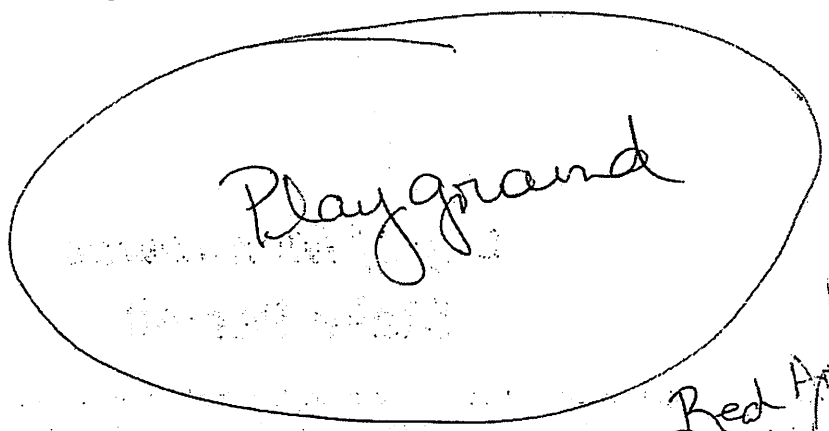
Not too close to anything.

Grass

Path

Grass

Street



Red Arrow Park Entrance

Path

Parline