

# SPECIAL EVENT COMMITTEE APPROVAL FORM

**MEETING DATE:** 5/21/2025

**EVENT NAME:** Harbor View Flag Party

**ORGANIZER:** Pennant Harbor View

**E-MAIL ADDRESS:** [jennifer.spittel@harborviewassistedliving.com](mailto:jennifer.spittel@harborviewassistedliving.com)

**EVENT DATE:** 7/18/2025

**NEW OR RECURRING:** New

**LOCATION/DESCRIPTION:** This one-time event requesting a small road closure on a Friday is to celebrate Harbor View's major recognition with approx. 200 people and out-of-state executives coming from all over the US.

**COMMITTEE CONCERNS:** Harbor View must give notice to neighbor residences who would be affected.

**WAIVER OF FEES:** Not requested

**COMMITTEE DECISION:**

APPROVE	DENY
Courtney Hansen /ec Todd Blaser /ec Jason Freiboth /ec Eric Nycz /ec Dan Koski /ec	

**COUNCIL ACTION REQUIRED:**

Approval of road closure of Cappaert Rd from Reminker Ln to Elmer Ln from 11am to 4pm.

**ITEMS TO INCLUDE IN LETTER:**

Organizer is responsible for obtaining written approval for a street closure from the affected property owners and/or residents.



# Special Event Application

Thursday, May 15, 2025

## General Event Information

**Event name** Harbor View Flag Party  
**Location** 2115 Cappaert Road Manitowoc, WI  
**Date** Friday, July 18, 2025  
**Event time** 11:00 AM - 4:00 PM  
**Setup start time** Friday, July 18, 2025 08:00  
**Takedown end time** Friday, July 18, 2025 16:30

## Applicant Information

**Name of Applicant** Jennifer Spittel  
**Organization Name** Pennant Harbor View  
**Address** 2115 Cappaert Rd. Manitowoc, WI 54220  
Manitowoc, Wisconsin, 54220  
**Email** jennifer.spittel@harborviewassistedliving.com  
**Phone number** (920) 816-8123  
**On-site contact & phone number** 9208168123

### Event description

This is a huge event for Harbor View who won the biggest award through our company Pennant. It is a celebration of our achievement as a team

**Estimated total attendance** 200  
**Est. attendance from outside Manitowoc** 150

## Event Features

**Expected revenue** 0

## Route & Road Usage

### Road Closure

Just our corner area on Cappaert Road

Where are cars parking? on the street

## Event Structures

## Safety & Security

## Equipment & Facility Requests

Estimated cost per day 0

## Waiver of Fees

Are you requesting a Waiver of Fees? No

## Map


Upload map and supporting documents

10:11 100%

Q 2115 Cappaert Road

Cappaert Road

Images Short videos Shopping



ert Rd, Manitowoc,

Places at this address

Assisted Living

(11)

iew Assisted Living

## Legal Notice and Submission

Would you like to meet with the Special Event Committee to discuss your event?

Yes

Applicant date of birth

Thursday, May 15, 2025

Sign

Jennifer Spittel

