

# SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 5/21/2025

EVENT NAME: Nightmare Off 8th Street

ORGANIZER: Jessica Phillips

E-MAIL ADDRESS: [blackheartbookshop@gmail.com](mailto:blackheartbookshop@gmail.com)

EVENT DATE: 10/4/2025

NEW OR RECURRING: New

LOCATION/DESCRIPTION: Street festival on Buffalo St from 7th to 8th for vendors, food trucks, and entertainment.

COMMITTEE CONCERNS:

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 on Buffalo St from 7th to 8th Streets from 7pm 10/3/25 to 10/5/25 7am. Sound ordinance waiver for live music until 11pm. Extension of Premise for Digger Dave's.

ITEMS TO INCLUDE IN LETTER:

Organizer must reach out to leased parking stalls and affected businesses to give notice of the road closure.



# Special Event Application

Friday, April 4, 2025

## General Event Information

**Event name** Nightmare Off 8th Street

**Location** Buffalo Street between 7th and 8th

**Date** Saturday, October 4, 2025

**Event time** 11:00 AM - 11:00 PM

**Setup start time** Saturday, October 4, 2025 12:00

**Takedown end time** Sunday, October 5, 2025 12:00

## Applicant Information

**Name of Applicant** Jessica Phillips

**Organization Name** Black Heart Books

**Address** 709 Buffalo Street  
Manitowoc, Wisconsin, 54220

**Email** blackheartbookshop@gmail.com

**Phone number** (502) 817-8885

**On-site contact & phone number** 5028178885

### Event description

Nightmare off 8th Street is a Halloween and fall-themed block party hosted in downtown Manitowoc organized by Black Heart Books. The event will feature food trucks, spooky and witchy-themed local vendors, live music, street performers, a costume contest, and immersive decor off 8th Street. Our goal is to create a community-centered festival that celebrates the fall season while driving tourism, shopping, and dining in downtown Manitowoc.

**Estimated total attendance** 5000

**Est. attendance from outside Manitowoc** 2000

## Event Features

Select all that apply to the event

Alcohol sales

Food or drink sales

Vendor(s)

Food Trucks

<b>Expected revenue</b>	5000
<b>Revenue will be used for</b>	Additional entertainment + future Nightmare Off 8th Street events

## Route & Road Usage

### Road Closure

Buffalo Street between 8th and 7th Street + parking lots (listed below)

<b>Where are cars parking?</b>	Street Parking
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<b>Time of amplified sound</b>	6:00 PM - 11:00 PM
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<b>Amplified sound type</b>	Live music
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## Event Structures

<b>Select all that apply</b>	Portable restrooms	
	Ground stakes greater than 6 inches	Tent(s)
	Waste removal service	

## Safety & Security

## Equipment & Facility Requests

<b>Park or facility request not listed above:</b>	Parking lots (between elbow room and digger dave's and parking lot between black heart books and chewy's)
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<b>Do you need power or lighting?</b>	Potentially more power
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Tables & seating

Banquet tables 8'x40'

Benches 4'

Metal folding chairs

Picnic tables 6' 10  
\$6 max 20

Traffic control

Barricades 2'

Barricades 3'

Barricades 8' 4  
\$8

Barricades 12' rail type

Channelizer drums 3'

Cones 18"

Cones 28"

Delineators 42"

"Road Closed" signs

"Road Closed Ahead" signs

**Estimated cost per day** 92

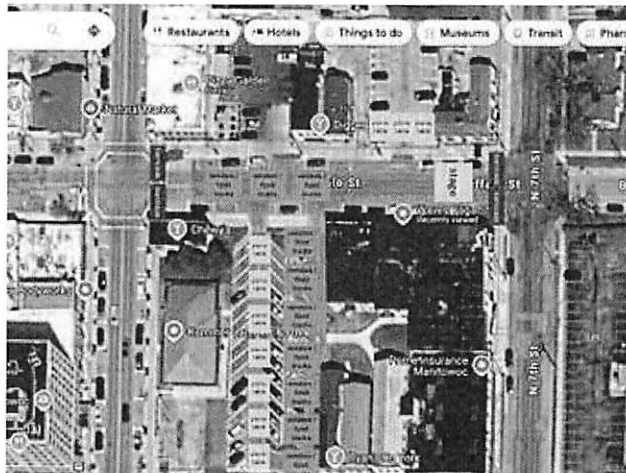
## Waiver of Fees

Are you requesting a Waiver of Fees?

No

## Map

Upload map and supporting documents



## Questions and comments

We have additional questions about large scale tents needed for this event.

## Legal Notice and Submission

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

Yes

**Applicant date of birth**

Monday, January 7, 1980

**Sign**

Jessica Phillips



Restaurants



Hotels



Things to do



Museums



Transit



Pharm



Pizza Garden  
Pizza



Natural Market



Digger

picnic  
table

picnic  
table

picnic  
table

barricade

barricade

vendors /  
food  
trucks

vendors /  
food  
trucks

vendors /  
food  
trucks

lo St

stage

barricade

barricade

N 7th St

305

624

Bu



Chewy's

picnic  
table

vendors /  
food  
trucks

711



Waves Yoga St  
Recently viewed



ay Bodyworks



picnic  
table

vendors /  
food  
trucks

picnic  
table

vendors /  
food  
trucks



Kummer Lambert & Fox

picnic  
table

vendors /  
food  
trucks

picnic  
table

vendors /  
food  
trucks

picnic  
table

vendors /  
food  
trucks

picnic  
table

vendors /  
food  
trucks

Prime insurance  
Manitowoc



N 7th St



Ryan's On York