

# SPECIAL EVENT COMMITTEE APPROVAL FORM

MEETING DATE: 4/23/2025

EVENT NAME: Fourth on the Shore

ORGANIZER: Erika Christel - Visit Manitowoc

E-MAIL ADDRESS: [echristel@manitowoc.org](mailto:echristel@manitowoc.org)

EVENT DATE: 7/4/2025

NEW OR RECURRING: Recurring

LOCATION/DESCRIPTION: A huge celebration spanning from the south pier to the Yacht Club along the lakeshore. Live music, vendors, and Subfest will complete the fun. The day kicks off with a parade at 10am and finishes with fireworks planned for 9:30 pm

COMMITTEE CONCERNS:

WAIVER OF FEES: Approved

COMMITTEE DECISION:

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

COUNCIL ACTION REQUIRED:

Approval of road closure along parade route (S 8th St from Madison St to Maritime Dr, Maritime Dr to Huron St)

ITEMS TO INCLUDE IN LETTER:

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# Special Event Application

Tuesday, April 22, 2025

## General Event Information

Event name	Fourth on the Shore
Location	Wharf to the Yacht Club
Date	Friday, July 4, 2025
Event time	7:00 AM - 10:30 PM
Setup start time	Thursday, July 3, 2025 18:00
Takedown end time	Saturday, July 5, 2025 22:30

## Applicant Information

Name of Applicant	Erika Christel
Organization Name	Visit Manitowoc
Address	900 Quay Street Manitowoc, WI - Wisconsin, 54220
Email	echristel@manitowoc.org
Phone number	(920) 686-3508
On-site contact & phone number	Courtney Hansen 920-973-9508

### Event description

Fourth on the Shore is an event that spans from the Wisconsin Maritime Museum to the Manitowoc Yacht Club. Participating entities include: Wisconsin Maritime Museum (Subfest occurs in conjunction), Inn on Maritime Bay, YMCA, Manitowoc Marina (Salmon Derby), Sunrise Rotary (Lighthouse Tours/Open House), and Manitowoc Yacht Club.

The parade kicks off the festivities at 10 am. Throughout the day and evening, there is live music, lighthouse tours, food, product vendors, and more. The Festival Foods fireworks show concludes the evening at 9:30 pm.

Wisconsin Maritime Museum contact for Subfest: Karen Duvalle 920-374-4004

Estimated total attendance	6000
Est. attendance from outside Manitowoc	1000

## Event Features

Select all that apply to the event

Alcohol sales

Food or drink sales

Vendor(s)

Food Trucks

Charging admission or registration

Accepting credit card sales/transactions

Expected revenue

0

## Route & Road Usage

### Road Closure

Parade staging area: Madison Street to Washington Street, staging from 8 am to 10 am

Parade route begins at 8th and Washington Street (Courthouse Pub) and extends down 8th Street, turns right onto Maritime Drive and disbands/turns left to exit route at Huron Street.

Parade route closed 10 am to 11 am

Lane of each side of Maritime Drive closed from 11 am to 11 pm for Fourth on the Shore parking

### Road Crossing

Crossing guard at Maritime Dr and Huron 12p-10p and at Maritime Dr and Buffalo 12p-10p.

### Time of amplified sound

10:00 AM - 10:00 PM

### Amplified sound type

Parade and band music

## Event Structures

Select all that apply

Animals

Fireworks

Portable restrooms

Tent(s)

## Safety & Security

Describe any assistance needed from the Police Dept. and/or Fire Dept.

Rain date for fireworks is 7/5/25

Courtney's work cell is 920-9508 (her personal is 920-901-9577)

## Equipment & Facility Requests

Staging & risers

4'x8' Risers (6" tall)

4'x8' Risers (12" tall)

4'x8' Risers (18" tall)

Staging 8'x12'

Portable Bandwagon 35'x8' (set up included) 1  
\$680 max. 1

Tables & seating

Banquet tables 8'x40'

Benches 4' 30  
**\$6 max 40**

Metal folding chairs 55  
**\$2 max 200**

Picnic tables 6' 30  
**\$6 max 20**

Parks items

Post pounder

Power pedestal 2  
**\$50 max. 3**

Safety vests

Security stanchions

Wooded snow fence 50' roll

Plastic snow fence 50' roll

Snow fence posts

Tent 10'x20'

Ticket booth

Trash barrels

Traffic control

Barricades 2'

Barricades 3'

Barricades 8' 8  
**\$8**

Barricades 12' rail type 11  
**\$6**

Channelizer drums 3'

Cones 18" 17  
**\$5.50**

Cones 28"

Delineators 42"

"Road Closed" signs

"Road Closed Ahead" signs

**Estimated cost per day** 1473.50

### Equipment will be dropped off at the discretion of DPI. Equipment request notes:

The equipment is the same as last year, except 2 more picnic tables to the Yacht Club (12 total there) and 4 more rail barricades for north end of YMCA lot.

The bandshell, benches and chairs will be in the southeast corner of the YMCA lot.

Benches: 20 under tent in WMM East lot, 10 at YMCA

Folding Chairs: at YMCA lot near bandshell

Picnic Tables: Have requested 42 tables in total if available. 12 at Yacht Club. 20 at WMM East Lot and 10 at YMCA lot.

Barricades 8ft: WMM East lot - 8

Barricades 12 ft: YMCA - 2 for entrance, 8 for Marina/YMCA lot passage, 1 for lot North of WMM for entrance closure

Cones: Additional cones and singage needed for street closures. Detour signage for up to Cleveland Ave, block two parking spaces with cones at South pier for fireworks, block off south pier entrance

Need 2 power pedestals for WMM East lot.

## Waiver of Fees

Are you requesting a Waiver of Fees?

Yes, we are a nonprofit 501(c)(3) or acting on behalf of one

## Map

Upload map and supporting documents



Fourth on the Shore lot 2025 (1).pdf

## Legal Notice and Submission

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

No

Applicant date of birth

Friday, June 12, 1998


Sign

Erika Christel



# East of WMM

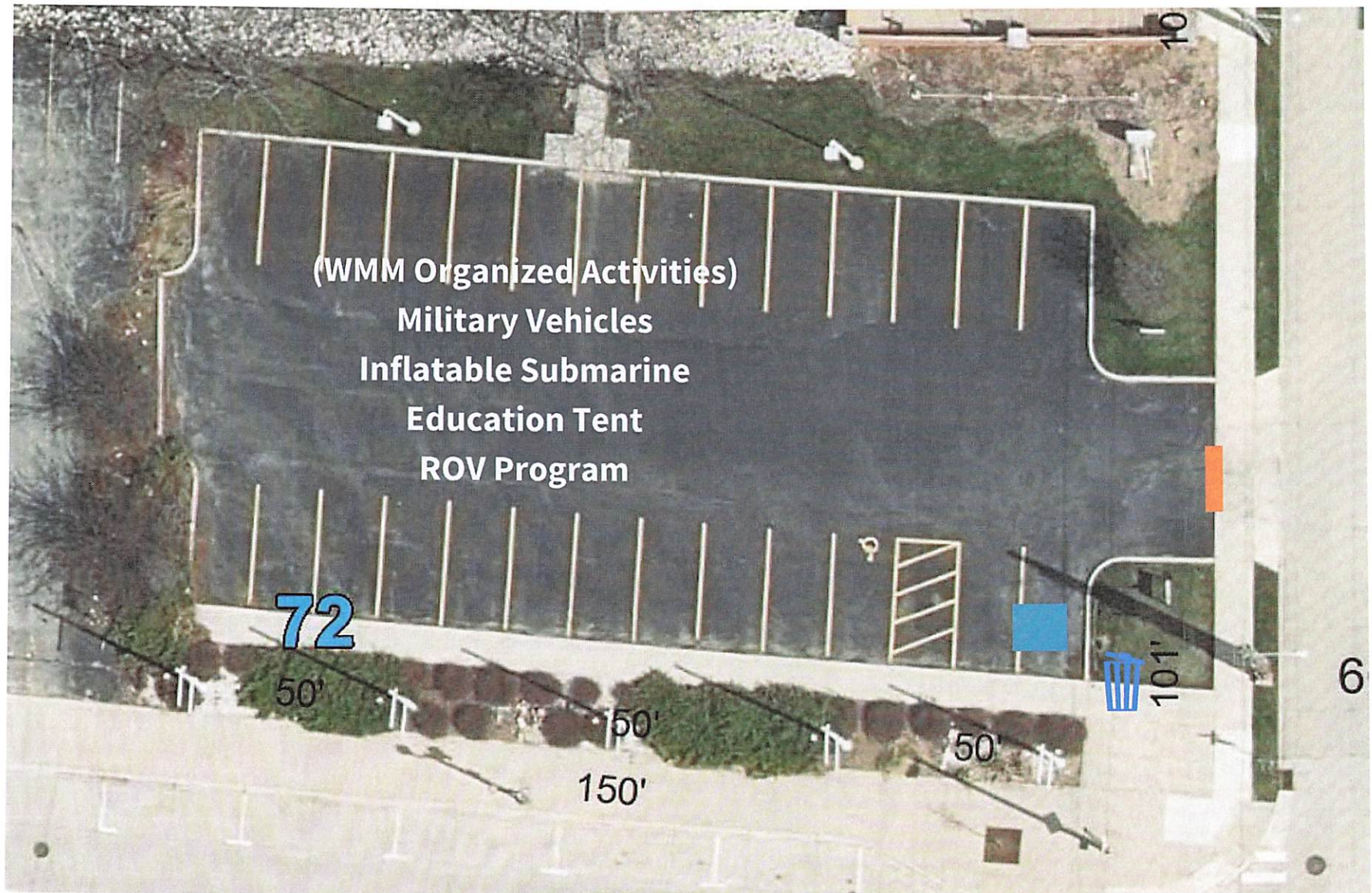




-  barricade
-  portable restrooms  
7 standard, 1 ADA, 1 handwashing

 trash units



## North of WMM

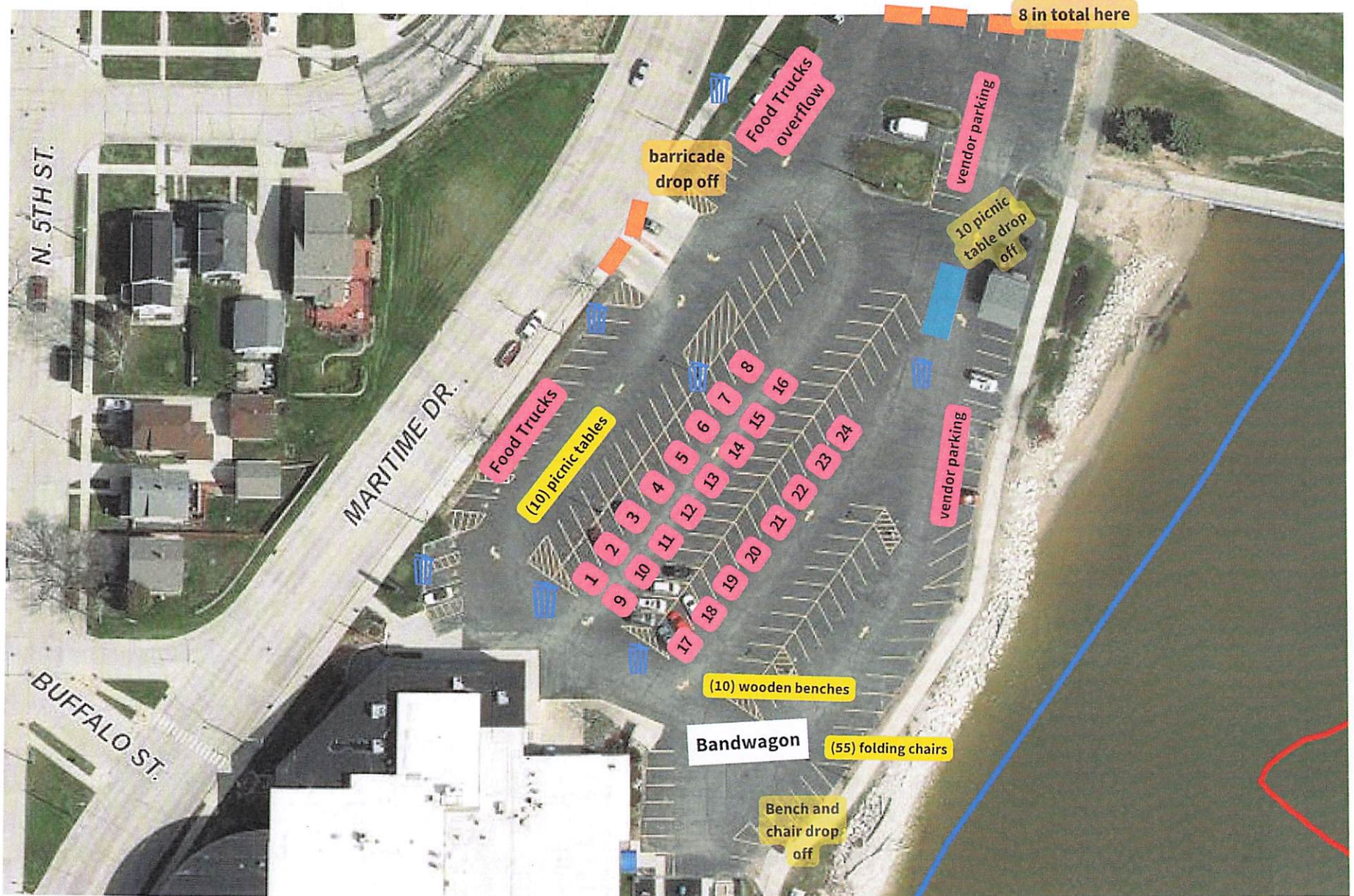


-  barricade
-  portable restroom

 trash units



## YMCA Lot - Vendors & Bandwagon



 barricade

portable restrooms  
3 standard, 1 ADA, 1 handwashing

 trash units

## Bandwagon

(55) folding chairs

**Bench and chair drop off**



# Yacht Club Lot



barricade



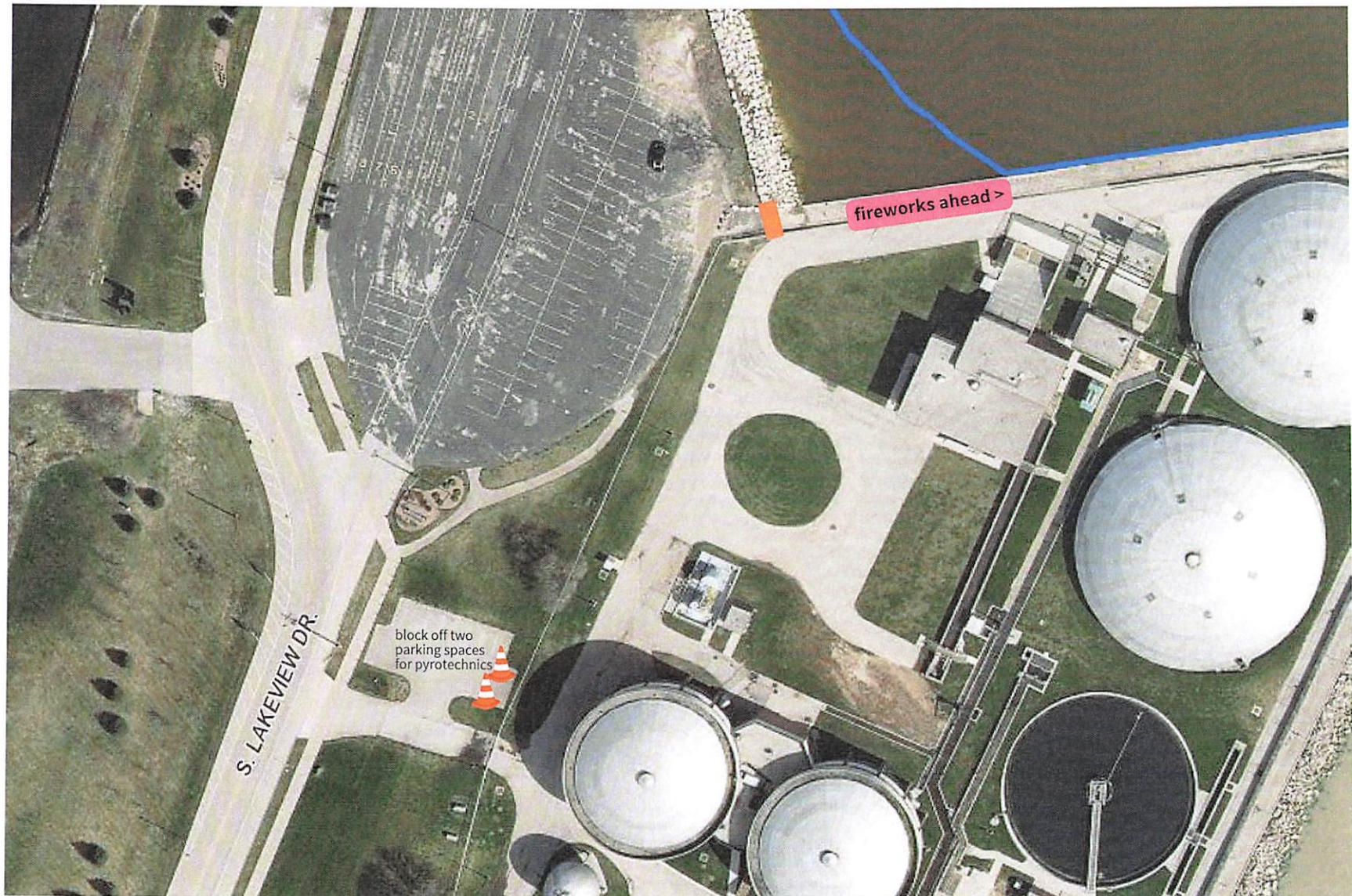
trash units



portable restrooms



# South Pier Entrance



barricade

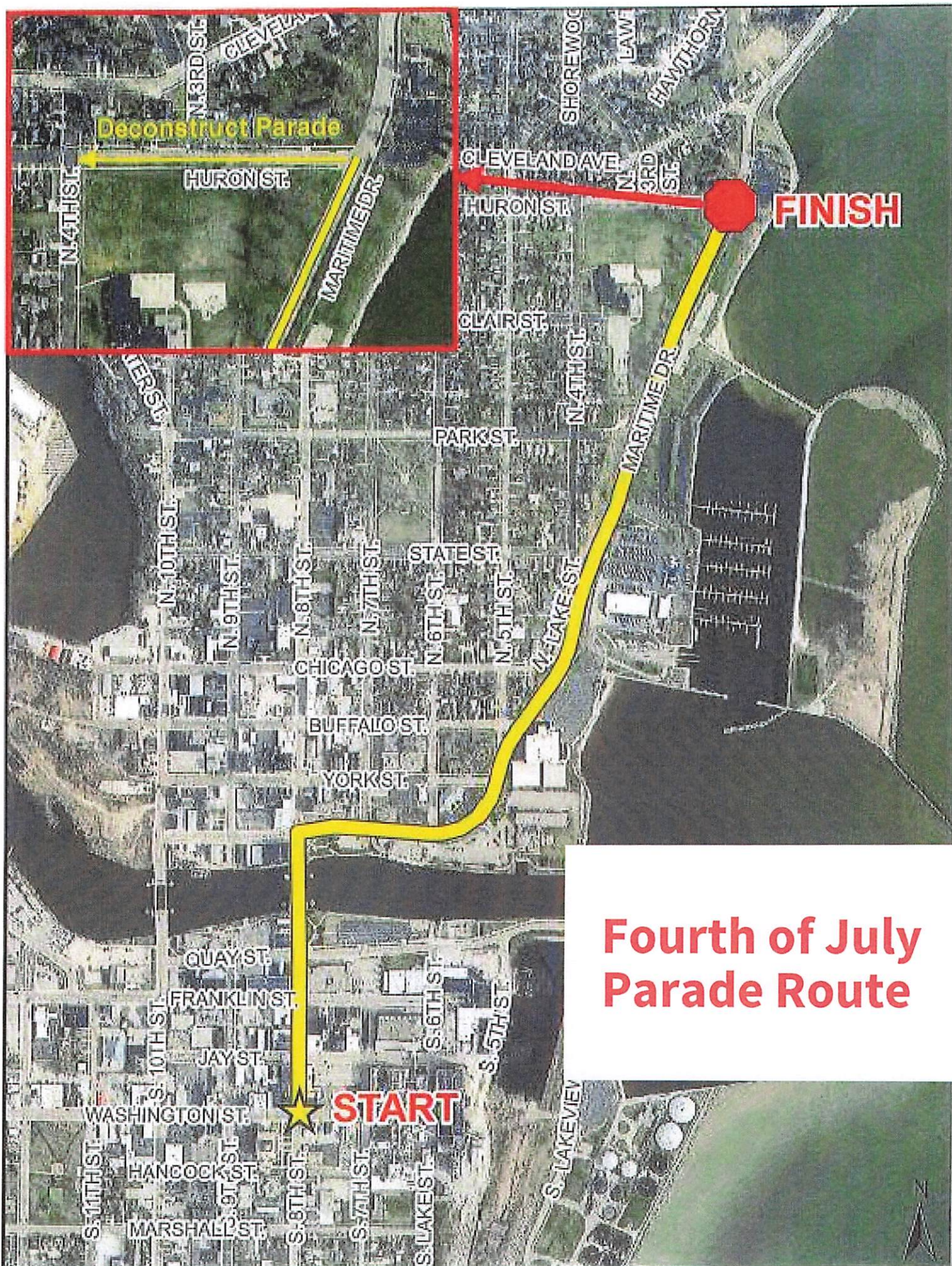


trash units



portable restrooms





## Fourth of July Parade Route