

**TITLE 7 - LICENSING AND REGULATION**

**Chapter 8 - STREET USE PERMITS**

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**7.8.1 Purpose.**

The streets in possession of the Town are primarily for the use of the public in the ordinary way. However, under proper circumstances, the Town Clerk may grant a permit for street use, subject to reasonable municipal regulation and control. Therefore, this Chapter is enacted to regulate and control the use of streets pursuant to a Street Use Permit to the end that the health, safety and general welfare of the public and the good order of the Town can be protected and maintained.

**7.8.2 Application.**

A written application for a Street Use Permit by persons or groups desiring the same shall be made on a form provided by the Town Clerk and shall be filed with the Town Clerk. The application shall set forth the following information regarding the proposed street use:

**7.8.2.01 Applicant Information**

The name, address and telephone number of the applicant or applicants.

**7.8.2.02 Organization Information**

If the proposed street use is to be conducted for, on behalf of, or by an organization, the name, address and telephone number of the headquarters of the organization and of the authorizing responsible heads of such organization.

**7.8.2.03 Responsible Party**

The name, address and telephone number of the person or persons who will be responsible for conducting the proposed use of the street.

**7.8.2.04 Date and Time**

The date and duration of time for which the requested use of the street is proposed to occur.

**7.8.2.05 Location**

An accurate description of that portion of the street proposed to be used.

**7.8.2.06 Number of Attendees**

The approximate number of persons for whom use of the proposed street area is requested.

**7.8.2.07 Proposed Use**

The proposed use, described in detail, for which the Street Use Permit is requested.

**7.8.3 Representative at Meeting.**

The person or representative of the group making application for a Street Use Permit shall be present when the Town Board gives consideration to the granting of said Street Use Permit to provide any additional information which is reasonably necessary to make a fair determination as to whether a permit should be granted.

- 7.8.4 Review by Town Clerk.**  
Before any application for a Street Use Permit is considered by the Town Board, the application shall be reviewed by the Town Clerk for his recommendation as to the affect that the temporary closing of the street will have on the public safety and traffic movement in the area during the time the street may be closed.
- 7.8.5 Mandatory Denial of Street Use Permit.**  
An application for a Street Use Permit shall be denied if:
- 7.8.5.01 Use for Gain**  
The proposed street use is primarily for private or commercial gain.
- 7.8.5.02 Violation**  
The proposed street use would violate any federal or state law or any Ordinance of the Town.
- 7.8.5.03 Hinder Movement**  
The proposed street use will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property.
- 7.8.5.04 Incomplete Application**  
The application for a Street Use Permit does not contain the information required above.
- 7.8.5.05 Excessive Useage**  
The application requests a period for the use of the street in excess of six (6) hours.
- 7.8.5.06 Alternate Locations**  
The proposed use could equally be held in a public park or other location. In addition to the requirement that the application for a Street Use Permit shall be denied, as hereinabove set forth, the Town Board may deny a permit for any other reason or reasons if it concludes that the health, safety and general welfare of the public cannot adequately be protected and maintained if the permit is granted.
- 7.8.6 Permit Fee.**  
Each application for a Street Use Permit shall be accompanied by a deposit of Twenty-five Dollars (\$25.00) for use of barricades.
- 7.8.7 Consent to Issuance of Street Use Permit.**  
In addition to the fee required by the previous Subsection, each application for a Street Use Permit, except for parades or races sponsored by civic, youth or scout organizations which have been in existence for at least six (6) months, shall be accompanied by a petition designating the proposed area of the street to be used and time for said proposed use, said petition to be signed by not less than seventy-five percent (75%) of the residents over eighteen (18) years of age residing along that portion of the street designated for the proposed use. Said petition shall be verified and shall be submitted in substantially the following form:

PETITION FOR STREET USE PERMIT

We, the undersigned residents of the \_\_\_\_\_ hundred block of \_\_\_\_\_ Street in the Town of Grafton, hereby consent to a recreational or business use of this street between the hours of \_\_\_\_\_ and \_\_\_\_\_ on \_\_\_\_\_, the \_\_\_\_ day of \_\_\_\_\_, 19\_\_\_\_ for the purpose of \_\_\_\_\_

and do hereby consent to the Town of Grafton to grant a Street Use Permit for use of the said portion of said street for said purpose and do hereby agree to abide by such conditions of such use as the Town of Grafton, attach to the granting of the requested Street Use Permit. We further understand that the permit will not be granted for longer than six (6) hours on the date hereinabove specified, and agree to remove from the street prior to the end of said period all equipment, vehicles and other personal property placed or driven thereon during the event for which a permit is granted.

We designate \_\_\_\_\_ as the responsible person or persons who shall apply or an application for a Street Use Permit.

**7.8.8 Insurance.**

The applicant for a Street Use Permit may be required to indemnify, defend and hold the Town and its employees and agents harmless against all claims, liability, loss, damage or expense incurred by the Town on account of any injury to or death of any person or any damage to property caused by or resulting from the activities for which the permit is granted. As evidence of the applicant's ability to perform the conditions of the permit, the applicant may be required to furnish a Certificate of Comprehensive General Liability Insurance with the Town of Grafton. The applicant may be required to furnish a performance bond prior to being granted the permit.

**7.8.9 Termination of a Street Use Permit.**

A Street Use Permit for an event in progress may be terminated by law enforcement officers if the health, safety and welfare of the public appears to be endangered by activities generated as a result of the event or the event is in violation of any of the conditions of the permits or ordinances of the Town of Grafton. Law enforcement officers have the authority to revoke a permit or terminate an event in progress if the event organizers fail to comply with any of the regulations in the street use policy or conditions stated in the permit.

**Wisconsin Statutes Cited by**

**Title 7 - Licensing and Regulation, Chapter 8 - Street Use Permits**

None

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