



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____
Effective Date: _____
Expiration Date: _____
Non-Refundable Fee: _____
Paid (yes or no): _____

Rev. 05-2024

Applicant Information

Name (print): Linda Garvey Company: Hilton Appleton Paper Valley
Address: 333 W.College Ave Telephone: 920-733-8000 x 1660
Appleton, WI 54956 E-mail: lgarvey@appletonpvh.com
Applicant Signature: Linda Garvey Date: 12-11-24

Occupancy Information

General Description/Reason: Directional Signage on Superior St. skywalk pointing to public parking and hotel entrance
Street Address: Superior St. side of 333 W. College Ave Sidewalk/roadway obstruction requested ☐ Y or ☒ N
- or -
Multiple Streets: _____
Date(s) From: 2/1/25 To: _____ 35 days or < ☐ 35 days or > ☐
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- ☐ Permanent - Obstruction (\$40)
☐ Temporary - Obstruction (\$40)
☐ Amenity/Annual (\$40)
☐ Blanket/Annual (\$250)
☐ Block Party (\$15)

Sub-Type

- ☐ Awning
☐ Dumpster
☐ Sign
☐ Obstruction / Other
☐ POD / Container

Location

- ☐ Sidewalk
☐ Terrace
☐ Roadway

Additional Requirements

☒ Plan/Sketch ☒ Certificate of Insurance ☐ Bond Committee and Council Approval
Other : _____ Date: _____

Traffic Control Requirements

☐ N/A

Type of Street: _____ Proposed Traffic Control: _____
☐ Arterial/CBD ☐ City Manual Page(s) _____
☐ Collector ☐ State Manual Page(s) _____
☐ Local ☐ Other (attach plan) _____

☐ Contact Traffic Division (920-832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.
Additional Requirements: _____

Approved by: _____ Date: _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or Issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
5. Dumpsters/PODs/Containers shall be located within 12" of face of curb.
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____

(Department of Public Works)

DATE: _____

*Condition of approval: Reconsideration of the Street Occupancy and Sign Permits shall be made upon completion of the Parking Utility Wayfinding, Marketing and Strategic Planning study and may result in possible revocation of the Sign and Street Occupancy Permits and removal of the sign.