



October 21, 2013

Municipal Services

Please accept this letter as a request for a street occupancy permit for City Center Street from Oneida St. to Appleton St. during the duration of the indoor Farm Market: Saturdays through March, 2014. The times of the market are 7am – 2pm including set up and take-down.

The street will not be physically blocked off with barricades and a lane of access will be maintained. The ADI staff will monitor the parking/loading in the area of the Street Occupancy Permit.

Our intent is to keep as many metered stalls open for shoppers and visitors to the City Center shops and market as possible as well as provide a designated area and an organized process for loading and unloading our market vendors.

Thank you for your consideration

Sincerely,

Djuanna Hugdahl
Farm Market Director
Appleton Downtown Inc.