



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): Jennifer Stephany Company: Appleton Downtown Inc / Farm Market
Address: 333 W College Ave STE 100 Telephone: 9209549112
Appleton, WI 54911 E-mail: jennifer@applefordowntown.org
Applicant Signature: *Jennifer Stephany* Date: 6/5/2025

Occupancy Information

General Description/Reason: Dumpsters for Farm Market season. We no longer have access to city center dumpsters and need a solution for the season.
We are requesting space on Allen st as close to Lawrence street as we can. An image was sent to DPW.
Street Address: Allen Street along the curb. Sidewalk/roadway obstruction requested ☐ Y or ☒ N
- or - Road clear
Multiple Streets: _____
Date(s) From: 6/20/20 To: 10/13/20 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 : meter bags 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) _____

Approved by: _____ Date: _____

☐ 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: _____

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: _____

