

**ORDINANCE #081709**  
**Town of Sterling**  
**Polk County, Wisconsin**  
**Street Use Permit Ordinance**

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**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 Board may grant a permit for street use, subject to reasonable municipal regulation and control. Therefore, this article is enacted to regulate and control the use/closure 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.

**APPLICATION FOR PERMIT.** A written application for a street use 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:

- A. Date of application
- B. An accurate description of that portion of the street proposed to be used.
- C. The date and duration of time for which the requested use/closure of the street is proposed to occur.
- D. The proposed use, described in detail, for which the street use/closure permit is requested.
- E. The approximate number of persons for whom use of the proposed street area is requested.
- F. If the proposed street use/closure 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.
- G. The name address and telephone number of the person or persons who will be responsible for conduction the proposed use/closure of the street
- H. Name of who is providing insurance, name of the insurance company.
- I. Name of who is providing security.

**REPRESENTATIVE AT MEETING.** The person or representative of the group making application for the 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.

**REVIEW BY TOWN BOARD.** The application shall be reviewed by the Town Board as to the effect 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. The Town Board has the authority to approve or deny an application.

**DENIAL OF PERMIT.**

(A) An application for a street use permit shall be denied if:

- (1) The proposed street use is primarily for private or commercial gain.
- (2) The proposed street use would violate any federal or state law.
- (3) The proposed street use will substantially hinder the movement of police, fire or emergency vehicles, constituting a risk to persons or property.
- (4) The application for a street use permit does not contain the information required above.
- (5) The application requests a period for the use of the street for an unreasonable number or hours.

**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 persons 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 Sterling.

**TERMINATION OF 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 appear to be endangered by activities generated as a result of the event.

**PASSED AND ADOPTED** this 17 day of August, 2009 by the Board of the Town of Sterling, Polk County, Wisconsin.

**Signed**

\_\_\_\_\_, **Chairman**

\_\_\_\_\_, **Supervisor**

\_\_\_\_\_, **Supervisor**

**Attest**

\_\_\_\_\_  
**Town Clerk**

# Township of Sterling, Polk County Wisconsin

## Application for temporary street closure permit:

Date of application: \_\_\_\_\_

Date of proposed street closure: \_\_\_\_\_

Name of proposed street for closure: \_\_\_\_\_

Start location of closure:

End location of closure:

Proposed date of closure: \_\_\_\_\_

Proposed time to close street: \_\_\_\_\_

Proposed time to re-open street: \_\_\_\_\_

Intended use of closed street: \_\_\_\_\_

Expected number of people in closed area: \_\_\_\_\_

Organization (s) name: \_\_\_\_\_

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.

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Responsible person (s) name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Insurance provided by: \_\_\_\_\_

Insurance Company: \_\_\_\_\_

Security provided by: \_\_\_\_\_

Date approved by board: \_\_\_\_\_