

SPECIAL EVENT APPLICATION

Rapid City Police Department



Traffic Section
300 Kansas City Street
Rapid City SD 57701
Phone: 605-394-4130
Fax: ~~605-394-6608~~ 605-394-6908

NAME OF EVENT: See memo

EVENT DATE/TIME: See memo

SPONSOR ORGANIZATION: Main Street Square
CONTACT PERSON: 1) Megan Karbawski 2) Alyssa Wagner
ADDRESS: 512 Main Street Suite 100, Rapid City, SD 57701
HOME PHONE: cell Megan 605-484-2509
WORK PHONE: 605-716-7979
EMAIL ADDRESS: ~~megan@mainstreet-square.com~~ megan@mainstreet-square.com

PURPOSE OF EVENT: See memo

ASSEMBLY AREA: 6th Street from Main Street to Railroad tracks

ASSEMBLY TIME: Various, see memo

ROUTE AREA: (List all streets and areas route is expected to cover)

6th Street from Main until Railroad Tracks.

Map Attached? YES NO

Alternate Routes Available: YES NO

REQUESTING ANY CITY RESOURCES? No
(If so, explain need)

FIRE DEPARTMENT:
10 Main Street 394-4180

Contact: _____

STREET DEPARTMENT:
605 Steele Street 394-4152

Contact: _____

PARKS DEPARTMENT:
125 Waterloo Street 394-5225

Contact: _____

SPECIAL EVENT APPLICATION

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Does event require special parking accommodations?	YES	<input checked="" type="radio"/> NO
Will businesses be affected by street closures?	<input checked="" type="radio"/> YES	NO
Have affected businesses been notified?	<input checked="" type="radio"/> YES	NO
Will event require clearing of streets? (Towing of cars)	<input checked="" type="radio"/> YES <i>But probably not</i>	NO
Does event include placement of temporary structures? <i>Copy of 11-6-19 Review Attached? YES NO</i>	<input checked="" type="radio"/> YES	NO
Does event plan on serving alcohol?	YES	<input checked="" type="radio"/> NO
Do you anticipate any security needs?	YES	<input checked="" type="radio"/> NO
Does your event require closing or blocking of any State Highway? <i>Any application for an event which requires the closing of any State highway, must have a corresponding state permit, prior to submittal of the event permit. Copy of State Permit Attached? YES NO</i>	YES	<input checked="" type="radio"/> NO

How many floats do you anticipate in your parade? N/A
If your parade has over 70 floats, City Ordinance requires Council Approval.

OFFICE USE ONLY

COUNCIL APPROVAL REQUIRED: YES NO

POLICE DEPARTMENT REVIEWED BY: _____ DATE: _____

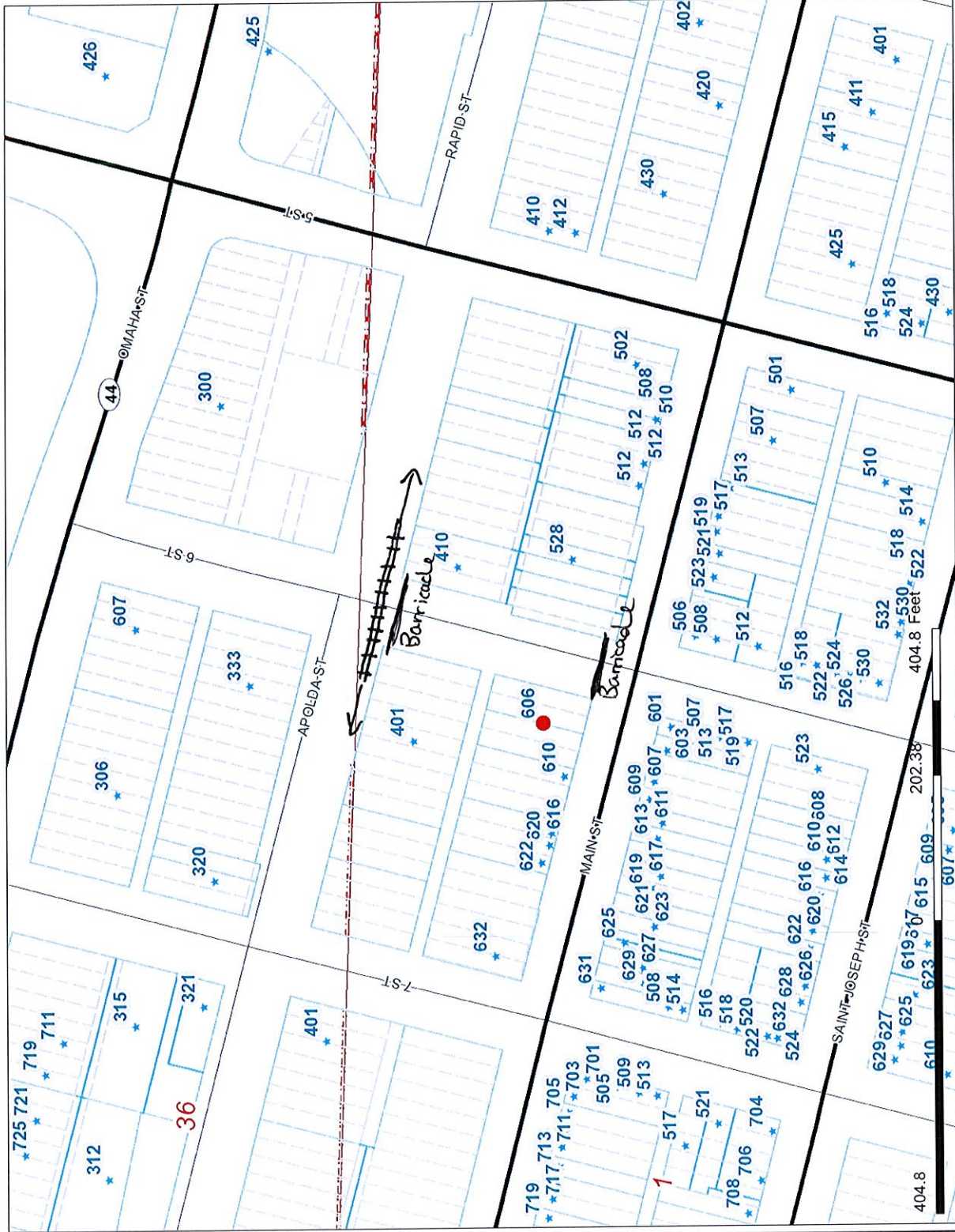
SENT TO LEGAL/FINANCE: _____ L/F MEETING DATE: _____

COUNCIL MEETING DATE: _____

COUNCIL APPROVED: YES NO DATE: _____

RapidMap Rapid City-Pennington County GIS

RapidMap
Rapid City-Pennington County, SD
www.rapidmap.org



Legend

- Roads**
- Interstate
 - US highway
 - SD highway
 - County highway
 - Main road
 - Minor arterial
 - Collector
 - Ramp
 - Paved road
 - Unpaved road
 - Unimproved road
 - Trail
 - FS Highway
 - Airport Runway
 - Not yet coded
 - Address Points
 - Lot Lines
 - with other values
 - Parcel Line
 - Township/Section Lines
 - TOWNSHIP
 - SECTION
 - PLSS Sections
 - County Line

Scale: 1:2,429



Map Notes:

DISCLAIMER: This map is provided "as is" without warranty of any representation, timeliness, or completeness. The burden for determining accuracy, completeness, timeliness, merchantability, and fitness for or the appropriateness for use rests solely on the user. Rapid City and Pennington County make no warranties, express or implied, as to the use of the map. There are no implied warranties of merchantability or fitness for a particular purpose. The user acknowledges and accepts the limitations of the map, including the fact that the data used to create the map is dynamic and is in the constant state of maintenance, correction, and update. This document does not represent a legal survey of the land. There are no restrictions on the distribution of printed Rapid City/Pennington County maps, other than the City of Rapid City copyright/credit notice must be legible on the print. The user agrees to recognize and honor in perpetuity the copyrights and other proprietary claims for the map(s) established or produced by the City of Rapid City or the vendors furnishing said items to the City of Rapid City.



Main Street Square, LLC.

512 Main Street Suite 100 • Rapid City, SD 57701

(605) 716-7979 office • (605) 716-1343 fax

info@mainstreetsquarerc.com • www.mainstreetsquarerc.com

Tuesday, March 27, 2012

To Whom It May Concern:

This letter is regarding the authorization of Main Street Square to execute the closure of 6th Street, west of Main Street Square from Main Street to the railroad tracks, at their discretion. The closure of the street would be done solely by Main Street Square staff and not require city resources, unless arranged in advance through the police department. Furthermore, closures would only be made in conjunction with special events and operations done by Main Street Square.

The parking garage 6th Street approach will remain open for most closures, unless it is deemed necessary to close it. During a closure of the parking garage approach on 6th Street, Main Street Square will place signage about the closure per the police department's instruction and ensure the 5th approach is open.

Main Street Square is solely responsible for the following during a closure:

1. Communicating with the police department on dates and times of closure
2. Placing barricades at the closure
3. Notifying city transportation and businesses effected by the closure
4. Placing signage on parking spaces in advance to inform parkers of closure
5. Arranging the towing of vehicles if necessary
6. Informing the police department on temporary structures

Please let me know if you have any questions. Thank you for your time and consideration.

Sincerely,

Megan Karbowski
Executive Director
Main Street Square