

# City of Minneapolis

## REQUEST FOR USE OF CITY OWNED PLAZAS

Per Chapter 440 of Minneapolis Code of Ordinances when approved below by duly authorized City Official(s), this form shall become the "Plaza Permit".

### PROCESS

1. Submit the application 15 days prior to the event to:  
**Public Works Department, Room 203 City Hall, 350 South 5<sup>th</sup> Street, Minneapolis, MN 55415**
2. A bond and/or insurance is likely to be required before this request is approved.
3. Notification of permit approval, conditions necessary, or permit disapproval will be mailed to the person requesting the permit.
4. If this request is denied by the City Engineer, it will be further considered by the City Council.
5. For further information call: Janice Saenger / 612- 673-2002

Date of Request:	Plaza To Be Used: <b>Peavey Plaza</b> <b>Loring Greenway</b> <b>Chicago Mall</b>	Electric Service Required: Yes    No
	Other (name/location):	
Requesting Group Name:	Street Address: (including City, State & Zip)	
Applicant's Name:	Street Address: (including City, State & Zip)	Telephone Number:
Alternate Contact:	Street Address: (including City, State & Zip)	Telephone Number:
Signature of Requesting Applicant:		

Type of Event:	Number of Vehicles:	<table style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3" style="text-align: center; border-bottom: 1px dashed black;"><b>Will food be served?</b></td> </tr> <tr> <td style="text-align: center; border-right: 1px dashed black;">Yes</td> <td style="text-align: center; border-right: 1px dashed black;">Catered</td> <td style="text-align: center;">No</td> </tr> </table>	<b>Will food be served?</b>			Yes	Catered	No	Number of People Expected:
<b>Will food be served?</b>									
Yes	Catered	No							
Date(s) of Event:	<b>Parking Permits</b> Call Traffic & Parking at: <b>612-673-5750</b>	Times of Event: <b><i>Include setup and cleanup</i></b>							
		From:	To:						

### CONDITIONS OF USE

Driving or parking motorized vehicular equipment shall be prohibited upon Peavey Plaza, including the sidewalk and any surface adjacent to the Plaza which may be damaged by heavy weight.

ALL Users using amplifying equipment must get a "noise permit" from Environmental Services, Call: 612-673-3867.

This is not a license to dispense food or beverages, nor is permission granted by approval of requested plaza use. If food or beverages are to be dispensed at the event for which this application is requested, please contact Licenses & Consumer Services: 612-673-2080 (food and/or liquor).

### ACTION TAKEN

Date received by City Engineer: \_\_\_\_\_

- 1.) Request approved, no bond or insurance required.
- 2.) Will be approved upon receipt of Proof of Liability Insurance
- 3.) Request disapproved and referred to the Minneapolis City Council for consideration by their Standing Committee on Transportation and Public Works on \_\_\_\_\_ (Date)

Permit issued on this date: \_\_\_\_\_ By: \_\_\_\_\_  
 Steven Kotke, Director of Minneapolis Public Works  
 Michael D. Kennedy, Director, Transportation Maintenance & Repair

### APPLICABLE ONLY IF ITEM THREE IS CHECKED

Permit Denied Permit Granted	Date of Council Action:	ATTEST: _____ <div style="text-align: right;">Steve Ristuben, City Clerk</div>
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