



VILLAGE OF ALLOUEZ  
RUNS/WALKS AND SPECIAL EVENT APPLICATION/PERMIT  
Parks and Recreation Department · 1900 Libal St. · Allouez, WI 54301

**Application Submittal fee: \$25 for Allouez Residents/ \$50 for Non-Allouez Residents**

This application must be submitted with payment for approval no less than four (4) weeks prior to date of the event.

**Complete the following information:**

Is this a re-occurring event ☐ YES ☒ NO (New applications must be approved by the Village Board)

\*As of August 7, 2010 the Village Administrator, with department head recommendation, is authorized to approve reoccurring events. Village Board will be notified of the event.

ORGANIZATION/LEAGUE NAME: Race Day Events (Cellcom Green bay Marathon)

☐ Individual ☐ Partnership ☒ Corporation ☐ Association

EVENT NAME: Cellcom Green Bay Marathon

Main Contact: Ryan Griessmeyer Email: ryan.griessmeyer@racedayeevents.com

Address: 2829 Royal Ave., Ste 100 City/State/Zip: Madison, WI 53713

Primary Phone: 608-444-2261 Other Phone: 608-316-5755

**EVENT INFORMATION**

Date of Event: May 19, 2024 Time of Event: Start Time: 0700 am

End Time: 1300 pm

Number of participants/spectators expected: 5000

Please provide the Village with brief information on your event (i.e. what is your event, what groups/charities does it support, etc.)

See Attached

**Please answer the following questions:**

1.) Is this event a run/walk? ☒ YES ☐ NO

\*\* If YES, please continue with questions below. If NO please skip to question 2.

1a.) Location or route of event (please include map) Attached

1b.) How will the route be marked? Duct Tape Arrows, Cones and route signage

1c.) How will route monitors be identified? Safety Vests

1d.) Other traffic control provisions? Police, Course Crew, medical Crew, Lead vehicles

2.) Will you need stand-by rescue services? ☒ YES ☐ NO

\*\* If YES stand-by Allouez rescue squad service is requested, \$375.00 per hour is charged. If you request police coverage, you must contact Brown County Sheriff's Department and arrange for coverage with them. Allouez does not provide police coverage.

3.) Will you be selling any goods? ☐ YES ☒ NO

\*\*If YES a vendor permit is required and village board approval. Extra fees will apply for this.

4.) Will you be selling any alcohol? ☐ YES ☒ NO

\*\*If YES a temporary sellers permit is required and village board approval. Extra fees will apply for this.

5.) Will you be requiring any Village Facilities? ☐ YES ☒ NO

\*\*If YES please complete a Facility Reservation Form. Extra fees will apply for this.

6.) Will you be requiring any Village Athletic Fields or Courts? ☐ YES ☒ NO

\*\*If YES please complete an Athletic Facility Reservation Form. Extra fees will apply for this.

### Conditions of Permit:

- 1.) All street intersections along the event route are to be supervised by person 19 years of age or older.
- 2.) Events will allowed only during daylight hours.
- 3.) No events will be allowed during regular week day rush hours.
- 4.) The Village of Allouez will not provide barricades for any events; however the Village will provide traffic cones on an availability basis. The cones must be picked up and returned by the event sponsors. The Village will charge for any missing traffic cones. The village may require a cash deposit from which the cost of missing cones will be deducted.
- 5.) For all walk/run events, any permanent markings of course is prohibited. Event organizers shall use only temporary signs, paint, chalk, etc.
- 6.) The permittee at its sole cost shall obtain and maintain general liability insurance for the activity in the minimum amount of \$1,000,000.00 for damages arising out of personal injuries to any one person and \$250,000.00 for damages to property, in any one accident, and shall furnish the Village with a certificate of insurance naming the Village as an additional insured not less than five (5) business days prior to the start of the event. The permittee (and in case of individuals, partnership and associations, the names responsible person and the person signing this agreement) shall indemnify and save harmless the Village and its officers, employees, and representatives, against any and all injuries and damages to persons and property, and shall defend, indemnify and save harmless the Village and its officers, employees and representatives from any and all claims, demands, suits, actions, costs, expenses and proceedings of every kind and nature, except for claims for injuries and/or damages caused in whole by the negligence of the Village, its officers, employees or representatives, which in any way results from or arise out of such activity.
- 7.) **MUSIC/DISC JOCKEYS/NOISE:** Ord. 302-5 The use of sound amplifiers outside buildings within the Village of Allouez is prohibited without a permit to do so from the Village. A sound amplifier shall not be operated between 10pm-7am or in the vicinity of churches while services are being conducted or near schools that are in session. The village may order a reduction in the volume of an amplifier on complaint being made by a citizen, or when such loud speaker is a nuisance because of the volume, the method in which it is being used, or the location in which it is being operated. Disc Jockeys and Bands are welcome inside Green Isle Park pavilion.
- 8.) **PORTABLE TOILETS:** When crowd size exceeds the capacity of the permanent toilet facilities, additional toilet facilities must be provided by the renter. There shall be 1 toilet unit for every 100 people. Toilets must be removed following the end of the event. Portable toilets that are on site must also be pumped out by the renter during the event, if necessary, and after the event.
- 9.) **SALES:** No person shall vend, sell or offer for sale any food, beverage or other commodity or article to the public without authorization from the Village Board. Individuals or groups obtaining such authorization are responsible for obtaining all necessary permits/licenses for their function.

Ryan Griessmeyer  
Signature of Responsible Person

01/25/2024

Date

Date of Approval by Village: \_\_\_\_\_ Signature of Administrator: \_\_\_\_\_

**STAFF APPROVAL:** Review for other events that may conflict with this request, street repairs/construction that may interfere or if rescue services are requested. Please approve with signature and date below.

Public Works Director \_\_\_\_\_

Assistant Fire Chief \_\_\_\_\_

Park and Recreation Director \_\_\_\_\_

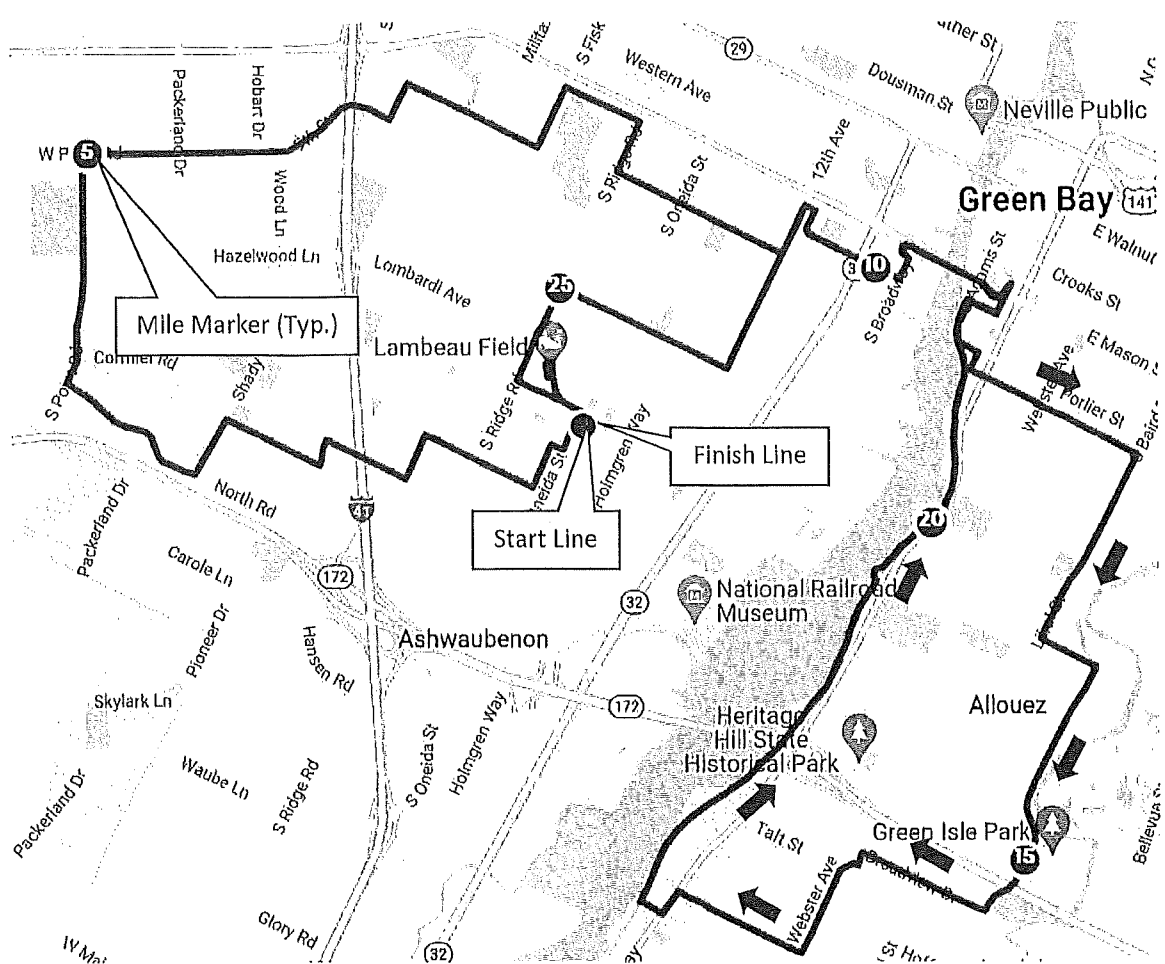
DEO Officer \_\_\_\_\_



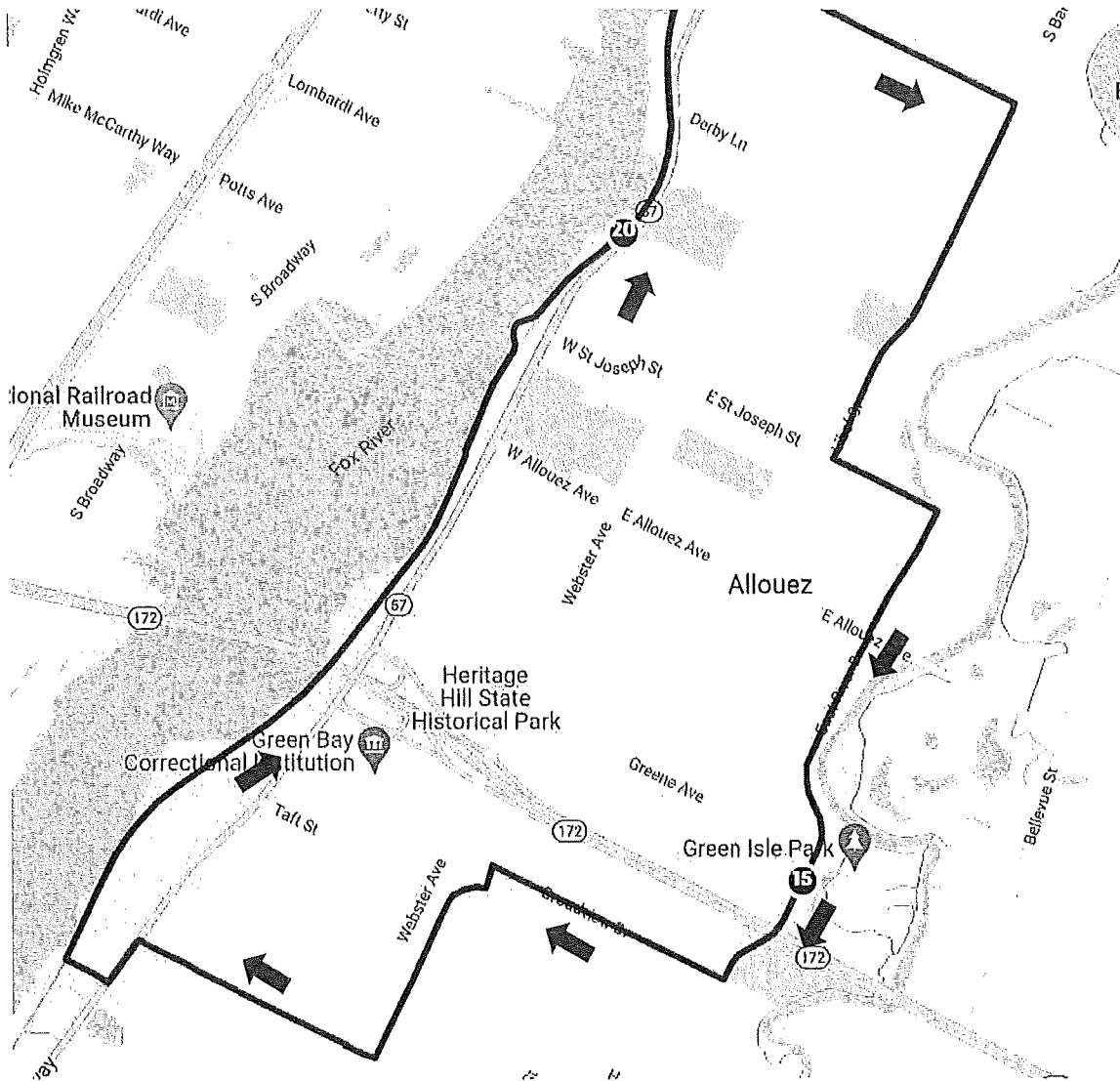
ROUTE MAP: <https://www.mapmyrun.com/routes/view/5327028931>

**Current Numbers (01/25/24):**

Marathon:	380
Half Marathon:	779
Marathon Relay:	25
Half Marathon Relay:	14
5K:	240
<b>Total:</b>	<b>1438</b>



## ROUTE AS SPECIFIC TO VILLAGE OF ALLOUEZ



**Turn by Turn/Coning Instructions within Village of Allouez:**

- Runners enter Allouez on S. Baird St.: Cone parking lane, Runners on east side
- Left on E. St. Joseph St.: Cone parking lane, Runners on north side
- Right on East River Dr.: Cone parking lane, Runners on east side
- Right on Broadview Dr.: Cone parking lane, Runners on south side
- Left on Waubenoer Dr.: Cone parking lane, Runners on west side
- Right on S. Clay St.: Cone parking lane, Runners on west side
- Right on Briar Ln.: Cone parking lane, Runners on south side
- Left on N. Broadway/Hwy 57: Cross Broadway and turn left using west most lane. Taper lane north of Briar. Cone right side lane. Runners on right.
- Right into Fox Point boat launch: Cone running lane on right side to allow for 2-way cars.
- Right on Fox River Trail: Heavy cone turn to force runners onto trail
- Runners stay on Fox River Trail to Cass St.

**Brown County Officer Locations:**

E. River & E. Allouez	1 Officer
Broadview Dr. & Libal	1 Officer
E. Hoffman Rd & Clay St.	1 Officer
E. Briar & Webster	2 Officers
W. Briar & Broadway	2 Officers

**Notes:**

- The race will notify all residents on the route via mailed flyer (Attached).
- Expenses will be reimbursed by the event
- A lead vehicle will be 5 minutes in front of the first runner making sure course is safe and ready
- SAG and Medical support will be available throughout the area
- Volunteers will backfill intersections that need it
- All trash will be picked up and the area will be left better than found.

### INTERSECTION DETAILS - ALLOUEZ

<b>Intersection:</b>	<b>Turn:</b>	<b>Distance:</b>	<b>Early</b>	<b>Middle</b>	<b>Last</b>	<b>Shift Duration</b>
Baird & Grignon		12.95	7:59 AM	9:14 AM	10:37 AM	2:37
Baird & McCormick		13.06	8:00 AM	9:15 AM	10:38 AM	2:38
Baird & Garland		13.13	8:00 AM	9:16 AM	10:39 AM	2:39
Baird & Hastings		13.21	8:01 AM	9:17 AM	10:41 AM	2:39
Baird/Libal (RR Bridge)		13.26	8:01 AM	9:17 AM	10:41 AM	2:40
Libal & Kalb		13.34	8:01 AM	9:18 AM	10:42 AM	2:41
Libal & Beaupre		13.55	8:02 AM	9:20 AM	10:46 AM	2:43
<b>Libal &amp; E St Joseph</b>	<b>LEFT</b>	13.78	8:03 AM	9:22 AM	10:49 AM	2:45
<b>E. St Joseph &amp; E. River</b>	<b>RIGHT</b>	14.08	8:05 AM	9:25 AM	10:54 AM	2:48
E. River & Floral		14.14	8:05 AM	9:26 AM	10:55 AM	2:49
E. River & Karl		14.20	8:06 AM	9:27 AM	10:56 AM	2:50
E. River & Memory		14.25	8:06 AM	9:27 AM	10:56 AM	2:50
E. River and Brookridge		14.31	8:06 AM	9:28 AM	10:57 AM	2:51
E. River & Dauphine		14.37	8:06 AM	9:28 AM	10:58 AM	2:51
E. River & E. Allouez		14.45	8:07 AM	9:29 AM	11:00 AM	2:52
E. River & E. Mission		14.62	8:08 AM	9:31 AM	11:02 AM	2:54
E. River and Heyden		14.67	8:08 AM	9:31 AM	11:03 AM	2:55
E. River & Park Front Way		14.71	8:08 AM	9:32 AM	11:04 AM	2:55
E. River and Clover		14.77	8:08 AM	9:32 AM	11:04 AM	2:56
E. River & Green Valley		14.97	8:09 AM	9:34 AM	11:08 AM	2:58
E. River & Greene		15.07	8:10 AM	9:35 AM	11:09 AM	2:59
E. River & 172		15.30	8:11 AM	9:38 AM	11:13 AM	3:01
<b>E. River &amp; Broadview</b>	<b>RIGHT</b>	15.49	8:12 AM	9:39 AM	11:16 AM	3:03
Broadview & Grand Rue		15.71	8:13 AM	9:42 AM	11:19 AM	3:05
Broadview & Libal		15.83	8:14 AM	9:43 AM	11:21 AM	3:07
Broadview & Ravine		16.08	8:15 AM	9:45 AM	11:25 AM	3:09
Broadview & Waubenoor		16.15	8:15 AM	9:46 AM	11:26 AM	3:10
Waubenoor & Clay		16.21	8:16 AM	9:47 AM	11:27 AM	3:11
Clay & Auburn		16.36	8:16 AM	9:48 AM	11:29 AM	3:12
Clay & Hoffman		16.54	8:17 AM	9:50 AM	11:32 AM	3:14
<b>Clay &amp; Briar</b>	<b>RIGHT</b>	16.76	8:18 AM	9:52 AM	11:35 AM	3:16
Briar & Webster		16.83	8:19 AM	9:53 AM	11:36 AM	3:17
<b>Briar &amp; Broadway</b>	<b>LEFT</b>	17.45	8:22 AM	9:59 AM	11:46 AM	3:23
<b>Riverside &amp; Boat Launch</b>	<b>RIGHT</b>	17.58	8:22 AM	10:00 AM	11:48 AM	3:25

<b>Fox Point Boat Launch &amp; FRT</b>	<b>RIGHT</b>	17.70	8:23 AM	10:02 AM	11:49 AM	3:26
FRT & Hwy 172		18.75	8:28 AM	10:12 AM	12:06 PM	3:37
FRT & Lazaare		18.96	8:29 AM	10:14 AM	12:09 PM	3:39
FRT & RR Bridge		20.36	8:36 AM	10:28 AM	12:30 PM	3:54
FRT & Marine		20.65	8:38 AM	10:31 AM	12:35 PM	3:57



This is a detailed historical map of the Village of Allouez, located in Brown County, Wisconsin. The map is oriented with North at the top. The Fox River flows along the western and southern edges of the village. To the north, the City of Green Bay is indicated. To the south, the City of De Pere is shown. The map features a dense grid of streets and property lots within the village. Key landmarks include the Allouez Cemetery, Allouez Catholic Church, and Allouez Park. The map also shows the boundaries of the State of Wisconsin and the Town of Bellevue. A legend in the bottom right corner identifies symbols for flood plain and flood way. The map is titled "VILLAGE OF ALLOUEZ" and "BROWN COUNTY, WISCONSIN." The scale is given as 1"=600'.

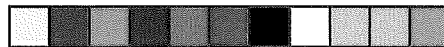


**WE'RE COMING TO YOUR  
NEIGHBORHOOD!**



CELLCOM GREEN BAY  
**MARATHON**





## **COURSE ROUTE NOTICE**

Your home or business is located on or near the course routes for the Cellcom Green Bay 5K, half marathon or marathon events. Road closures may impact travel on Sunday, May 19 during the following times.

Cellcom Green Bay 5K on  
**Sunday, May 19 from 9:00 a.m. - 10:30 a.m.**

Cellcom Green Bay Marathon on  
**Sunday, May 19 from 7:00 a.m. - 2:00 p.m.**

Cellcom Green Bay Half Marathon **Sunday, May  
19 from 8:00 a.m. - 12:00 p.m.**

*Please visit  
[www.cellcomgreenbaymarathon.com](http://www.cellcomgreenbaymarathon.com) for  
specific traffic interruptions  
and road closures.*



Cellcom Green Bay Marathon  
PO BOX 22490  
Green Bay, WI 54305

NON-PROFIT  
ORG.  
U.S. Postage  
Paid  
Green Bay, WI  
Permit NO. 4



On Sunday, May 19<sup>th</sup>, 2024 from 7:00 am to 1:00 pm runners (approximately 3,000) will be participating in the Cellcom Green Bay Marathon with a route that will travel throughout the City of Green Bay, Village of Ashwaubenon, and Village of Allouez. A portion of the full marathon route would utilize Allouez streets (see race route map).

Race officials anticipate runners will be in Allouez from approximately 8:00 am to 12:00 pm. and due to length of race and number of participants will likely be spaced apart by 20- to 30 secs.

In Allouez to provide a safe corridor for race participants race officials are proposing to temporary close parking lanes and roadway shoulders using cones spaced every 35 to 50 ft. In addition, race volunteers and the Brown County Sheriffs Deputies will be stationed at minor and major intersections to provide needed control at intersections. In addition, due to the traffic volume and speeds on Riverside Dr. the hawk crossing at E. Briar will be utilized. To ensure the route is clear of parked cars, Village Street Dept. staff will be placing "No Parking Signs" the evening before the day of the race.

In advance of the Marathon, Race Officials will be sending out a flyer notifying those residents, businesses and churches located on the route.

For additional information regarding the Cellcom Green Bay Marathon, please visit [www.cellcomgreenbaymarathon.com](http://www.cellcomgreenbaymarathon.com).