

**VILLAGE OF WINDSOR
VILLAGE BOARD RESOLUTION 2019-28**

**APPROVAL OF WINDSOR CROSSING PARADE OF HOMES
ROAD USE PERMIT APPLICATION**

WHEREAS, Forward Development Group has been selected to host a Parade of Homes site in Windsor Crossing Subdivision for 2019; and

WHEREAS, the Parade of Homes runs from June 8 – 23 (excluding Mondays and Tuesdays) with the hours of Wednesday through Friday, from 4 pm to 8 pm, and Saturday and Sunday from 11 am to 5 pm); and

WHEREAS, the Parade of Homes requires special parking and road closures during the event; and

WHEREAS, Forward Development Group has completed a Road Use Permit Application, as per Windsor Code of Ordinances, requesting road closure and special parking during the Parade of Homes; and

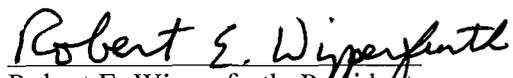
WHEREAS, Forward Development Group has filed a complete application which includes renderings of the affected roads, a Certificate of Insurance and the permit fee; and

WHEREAS, the Village Clerk has reviewed the application and supporting documentation, attached hereto as Exhibit A, and recommends approval.

NOW THEREFORE, BE IT RESOLVED, by the Village Board of the Village of Windsor, that it hereby approves the issuance of a Road Use Permit for special parking and road closure during the Parade of Homes event being held June 8 – 23 (excluding Mondays and Tuesdays) with the hours of Wednesday through Friday, from 4 pm to 8 pm, and Saturday and Sunday from 11 am to 5 pm .

The above and foregoing Resolution was duly adopted at a regular meeting of the Village Board of the Village of Windsor on April 18, 2019, by a vote of 5 in favor and 0 opposed.

VILLAGE OF WINDSOR


Robert E. Wipperfurth, President

Attested by:

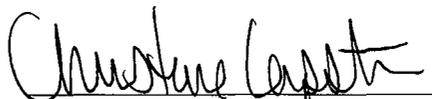

Christine Capstran, Clerk

Exhibit A: Road Use Permit Application

27019



VILLAGE OF WINDSOR
ROAD USE PERMIT APPLICATION
(Submit 30 days prior to event)

Name of Event: Windsor Crossing Parade of Homes

Applicant/Primary Contact Information:

Name: Jessica Carlson or Susan Burgard **Phone:** (608) 848-9050

Address (Permanent): 161 Horizon Drive, Suite 101A, Verona, WI 53593

Email: jrc@forwarddevgroup.com or smb@forwarddevgroup.com

Business Information:

Name: Forward Development Group **Phone:** (608) 848-9050

Address: 161 Horizon Drive, Suite 101A, Verona, WI 53593

Authorizing/Responsible Party: Ron Henshue

Email rjh@forwarddevgroup.com

Description of road(s) or portion of road to be used (attach rendering): Please see attached

A portion of North Town Road will be used for event parking

A portion of Tauton Road and Autumn Fields Road will be closed for the event area

Date(s) of Event: June 8-23, Not Mondays or Tuesdays **Time(s) (From/To):** Wed - Fri 4pm to 8pm

Sat - Sun 11am to 5pm

Number of persons expected at the event per day: 100 - not more than 25 at a time

Applicant must present to the Village Clerk with this completed form:

- Accurate description and rendering of road or portion of the road to be used.
- Petition signed by not less than 75 percent of the residents over 18 years of age residing along that portion of the road designated for the proposed use.
- A Comprehensive General Liability Insurance policy may be required for the event. If liability insurance is required, the applicant must submit a Certificate of Insurance as evidence of the coverage. In addition, the Village of Windsor requests to be named as an 'Additional Insured' on the policy.
- Road Use Permit Fee of \$65.00.

OFFICE USE ONLY

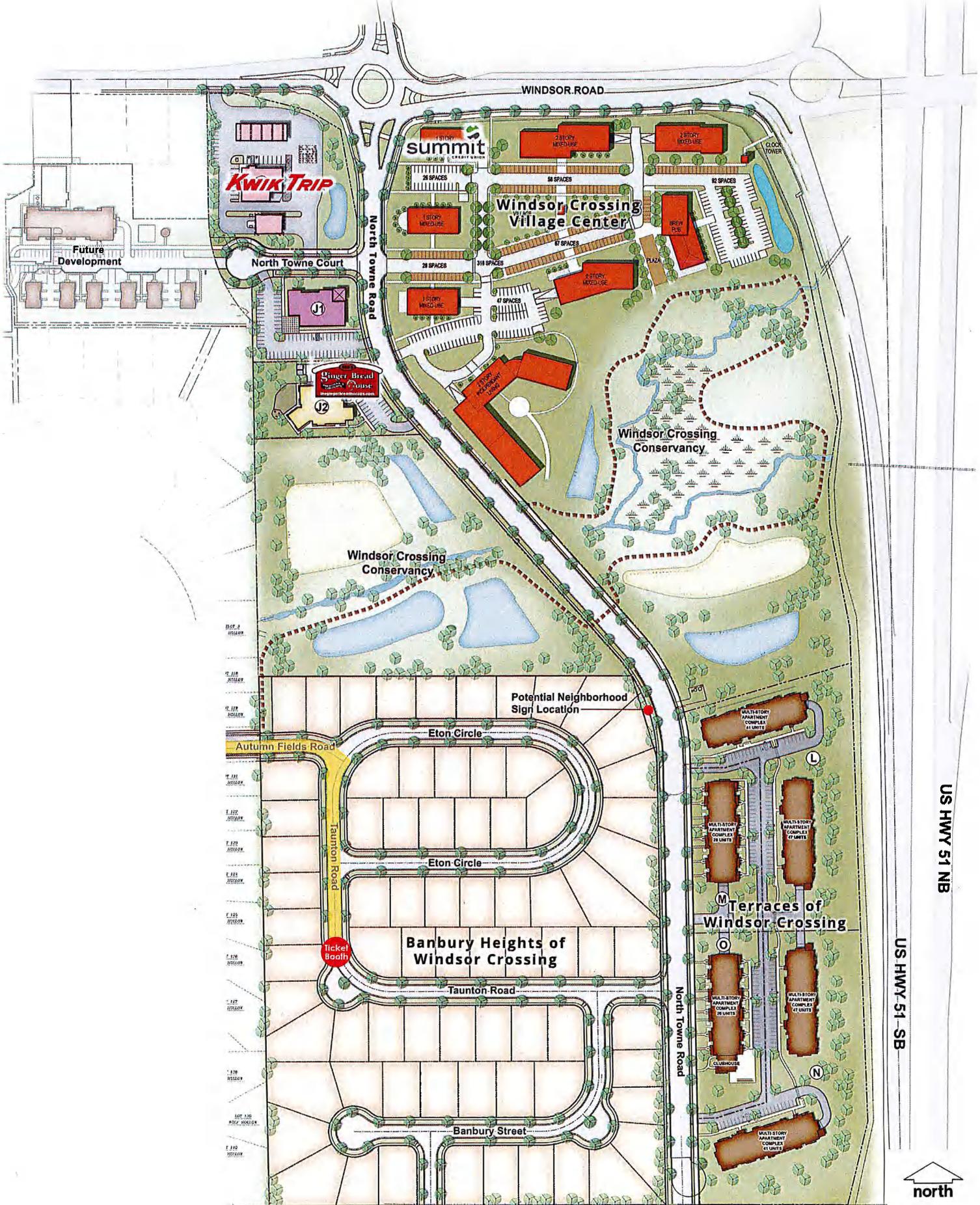
Receipt# _____

Determination: APPROVE/DISAPPROVE

Date Permit Reviewed by Village Board: _____

Permit #: _____

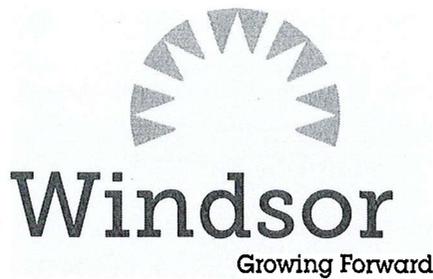
Parking Diagram



US HWY 51 NB

US HWY 51 SB





August 22, 2018

Amber Schroeder, Executive Director
Madison Area Builders Association
5936 Seminole Centre Court
Madison, WI 53711

RE: 2019 Parade of Homes – Windsor Crossing Subdivision

Dear Executive Schroeder:

I am writing at the request of Whitney Schmidt, Forward Development Group, the Developers of the Windsor Crossing Subdivision. The Village of Windsor is aware that the Windsor Crossing Subdivision is being proposed for the 2019 Parade of Homes and endorses the application. We look forward to working with the Madison Area Builders Association in making the 2019 Parade of Homes a success.

The Village of Windsor will support any necessary street closing for the dates and times the Parade of Homes will be open, including streets within the site itself as well as at least one block in all directions from the entrance to the site at which the ticket booth will be located.

As Village of Windsor President, on behalf of the Village of Windsor, I have reviewed the proposed public parking plan and will not unreasonably deny the plan.

Please contact me at 888-0066 or tina@windsorwi.gov, should you need additional information.

Regards,

Robert E. Wipperfurth
Village President

Cc: Windsor Village Board