



**Special Event Permit**  
**TERMS AND CONDITIONS**      **File # S25JU150**

**EVENT NAME:** Seattle Marathon Summer Run

**LOCATION:** Seward Park; Lake Washington Blvd and sidewalks between S Juneau St and Lakeside Ave S

**DATE(S):** 6/21/2025

**PERMITTEE:** Louise Long

**ORG/AFFILIATION:** Seattle Marathon Association

**PHONE:** 206-396-4200      **EMAIL:** info@seattlemarathon.org

**ADDRESS:** PO Box 1161

**CITY, STATE, ZIP:** Langley, WA 98260

**Permission is granted to:** Louise Long to hold *Seattle Marathon Summer Run* on Saturday, June 21, 2025 using Seward Park; Lake Washington Blvd and sidewalks between S Juneau St and Lakeside Ave S.

Attached: Seattle Police Department Parade Permit ( 1 Page )  
 Seattle Department of Transportation Traffic Control Plan ( 12 Pages )  
 Seattle Parks Use Permit ( 22 Pages )  
 Seattle Department of Construction and Inspections Temporary Noise Variance ( 1 Page )

**I. SPECIAL EVENTS FINAL PERMIT CONDITIONS**

- The permit holder is authorized to begin use of public space at 4:00 AM on Saturday, June 21, 2025, and end by 4:00 PM on the same day.
- This event is presented as being open to participants at 7:00 AM on Saturday, June 21, 2025, and end by 1:00 PM on the same day.
- A parade/march is authorized as per attached Parade Permit.
- SDOT has no objection to proposed event use.
- Park use is authorized to begin at 4:00 AM on Saturday, June 21, 2025, and end by 4:00 PM on the same day.
- A Temporary Noise Variance has been granted for this event for 6:00 AM to 2:00 PM on Saturday, June 21, 2025.
- Attendance is anticipated at 2,250 participants.

## **II. OTHER CONDITIONS AS MAY APPLY TO THIS EVENT**

- Permittee must have in possession and shall comply with the requirements of this and all required permits at all times.
- Permittee shall comply with all other applicable City, state and federal laws, rules and regulations.
- Permittee shall follow the security, communication, sanitation and site plans detailed out in the special event committee review meeting and noted on the event application.
- As with any unanticipated safety issues that arise during permitted activity, if public safety is at risk, the event may need to pause until it is safe to resume. If an event resumes after such a pause, the City is not obligated to extend the time period of permitted activity.
- Permittee shall comply with all applicable provisions of the Americans with Disabilities Act, 42 U.S.C. 12101 *et seq.* (“ADA”). Permittee shall take no action that prevents, impairs or interferes with measures or conditions necessary for compliance by the City with the ADA.
- Permittee shall not discriminate against any person because of disability, race, religion, color, sex, national origin, ancestry, or age in the admission to, access to, or operations of its programs, services, or activities pertaining to the permitted event.

### **ALCOHOL SERVICE**

- A license is required to sell alcohol in the state of Washington. If the Special Event permittee doesn't hold a permanent license issued by the Washington State Liquor and Cannabis Board, the permittee can obtain a special occasion license from the WSLCB if they are a registered non-profit with the state. For events using licensed caterers for alcohol service, be aware that licensed caterers can only sell alcohol to the public with sponsorship from a non-profit organization and notification to their assigned WSLCB enforcement officer.
- The Special Event permittee is responsible for providing adequate security staffing to ensure compliance with all Washington State Liquor and Cannabis Board rules and laws. Special Event permittee must ensure that monitors are on site at the beer garden to monitor the occupancy load at all times during the event.

### **AMPLIFIED SOUND & STAGES**

- All amplified sound must remain within the limits of the Seattle Noise Ordinance (Seattle Municipal Code (SMC) Chapter 25.08) at all times during the event. Amplified sound is not permitted prior to 9:00 a.m. on Saturday and Sunday, and 7:00 a.m. Monday through Friday. All amplified sound must stop by 10:00 p.m. A Seattle Department of Construction and Inspections Noise Variance Permit is required for any amplified sound prior to 9:00 a.m. on Saturday and Sunday, and 7:00 a.m. Monday through Friday, or after 10:00 p.m. on any day.

- Portable generators over 5 kilowatts and stages/scaffolding higher than 4 feet in height require permits from the Seattle Department of Construction and Inspections.

#### **FOOD/WASTE/RECYCLING**

- Food handlers must have current permits from the Public Health-Seattle & King County. A completed Coordinator's Checklist must be sent to Public Health prior to the event.
- Permittee shall ensure food handlers have hand-washing facilities with hot water pursuant to Seattle/King County Health Department requirements.
- Permittee/User shall clean the event locations and surrounding area of all garbage resulting from the event, including bagging and removing the garbage from all such areas at the Permittee's expense following the event. Permittee is required to provide garbage receptacles and service those receptacles during the event so that garbage does not overflow during the event.

#### **INSURANCE**

- Permittee shall obtain and maintain continuously, at its own expense, and file with the Committee, evidence of any applicable policy or policies of insurance as required and approved of by the City's Risk Manager, including but not limited to comprehensive general liability insurance and automobile insurance.

#### **NEIGHBORHOOD NOTIFICATION**

- Permittee is required to provide written notification of the event to residents and businesses that are affected by the special event. This written notification shall include the name and phone number of a knowledgeable event person who can answer questions about the event to voice concerns before, during and after the event.

#### **PARADE/MARCH**

- Parade participants are prohibited from projecting anything into the crowd of spectators. Spectators cannot be encouraged to run into the street.
- A parade permit including a street closure is authorized for marches of 50 or more persons. See SMC 11.25.040. However, changed circumstances at the time of the event may require that the march be conducted on the sidewalk. See SMC 11.25.110.

#### **PUBLIC SAFETY & FIRE DEPARTMENT**

- Permittee at all times during the event must maintain a 20-foot wide fire lane for emergency vehicle access.

- Tents up to 700 square feet without walls do not require Fire permits. (This includes large groups of small canopies placed adjacent to one another). All other tents require Fire permits.
- Permittee is required to obtain permits from the Seattle Fire Department for all open flame cooking including that with wood, liquid petroleum gas or charcoal.
- Permittee is required to provide at least one fire extinguisher with a minimum UL classification of 2A 40BC per every 75 feet of travel distance and at all stages. (NOTE: For run/walk events, this applies only to the assembly areas at the beginning and end of the run/walk, and does not apply to the run/walk course.)
- Seattle Fire Department will provide a Medic Unit on site that shall be paid by the Permittee unless equivalent service is provided and approved by the Fire Department.

#### TRAFFIC

- Permittee shall implement traffic and parking control per the Seattle Department of Transportation Traffic Control Plan.
- Permittee shall provide monitors with fluorescent orange vests to be located at all “Street Closed” signs or other designated intersections to assist motorists. Approved vehicles shall enter closure area only under direction of monitors or Seattle Police officers.
- Permittee is prohibited from placing any civilians into an active intersection to control vehicular or pedestrian traffic.
- Parking control and barricading are the Permittee’s responsibility and at Permittee’s cost.
- Permittee shall pay the Seattle Department of Transportation for any use of metered on-street parking spaces.
- The company or individual is responsible for setting up no-parking barricades to prevent parking. Permittee may find barricade companies by looking in the yellow pages under the subject *Barricades*. The no-park must be in place a minimum of 72 hours in advance, and verified by the person or company setting out the barricades (the verification form can be filled out on-line at <https://services.seattle.gov/Portal/Customization/SEATTLE/welcome.aspx>), directions can be found at <https://seattlegov.zendesk.com/hc/en-us/articles/360039695714-How-Do-I-Apply-for-a-Temporary-No-Parking-Paid-Area-Permit->). Include the event name and permit number when applying online. The time and date that parking restrictions are in effect must be clearly written on the barricades. If vehicles are found inside the barricaded area, with a valid permit, call (206) 625-5011 for police to issue a citation. It is illegal to tow a vehicle from a public street unless a citation has been issued. The company will be held responsible if cars are towed illegally.

#### **VENDORS & ADMISSIONS TAX**

- All vendors within the event boundaries must be approved by the Permittee.
- Vendors must restrict sales within the boundaries of the event. Permittee is responsible for all damage caused by vendors.
- All vendors must have valid Seattle Business or Tradeshow License, where applicable. Permittee is required to provide a list of vendors to the Special Events Office for review by the Department of Finance and Administrative Services prior to the event.
- If an admission fee is charged, admission tax due under SMC Chapter 5.40 must be paid to the Department of Finance and Administrative Services following the event. Permittee shall comply with the provisions of SMC 5.40.070.

#### **IV. INDEMNIFICATION OBLIGATIONS**

The Permittee shall indemnify and hold the City harmless from any claims, actions, damages, expenses, loss, or liability for which permittee is responsible under law resulting from the willful or negligent acts or omissions of the Permittee, its officers, agents, or employees in connection with the permitted event or activity.

If any lawsuit based upon any claim, action, loss, damage, expense, loss, or liability is brought against the City where the sole basis of the City's liability is the granting of this permit, the Permittee after being notified that a lawsuit has been started, shall defend the lawsuit at no expense to the City; and if in the lawsuit a final judgment is rendered against the City or against the City and the Permittee jointly, the Permittee shall promptly satisfy the judgement.

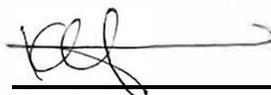
If any third-party claim, action, loss, damage, expense, loss, or liability is unrelated to the exercise of First Amendment rights of any party and is based on the Permittee's failure to meet Permit conditions, the Permittee or its insurer shall defend the City at no expense to the City. To the extent the Permittee or any other party is held responsible for the third-party's damages, the City shall bear no responsibility for the damages.

Nothing in this indemnification shall require the Permittee to indemnify the City for harm to the Permittee or any third-party caused by the negligent acts or omissions of any City officer, employee, or agent acting within the scope of said individual's employment.

Nothing in this indemnification shall require the Permittee to indemnify the City resulting from: (1) any claims for loss or damage related to listeners' reactions to the lawful exercise of the Permittee's First Amendment rights; (2) any claim or action brought against the City by the Permittee for violating its First Amendment rights; (3) any claim or action for damages caused by third-parties, including counter-protesters, or other persons who are not part of or within the control of the Permittee's organization or employees.

**THIS PERMIT SHALL BE TEMPORARY AND SUBJECT TO REVOCATION BY THE SPECIAL EVENTS COMMITTEE. FAILURE TO ADHERE TO ALL RELEVANT CONDITIONS MAY RENDER THE PERMITTEE INELIGIBLE TO RECEIVE A PERMIT IN THE FUTURE.**

\_\_\_\_\_  
Permittee/Agent (Signature)      Date

  
\_\_\_\_\_  
Special Events Committee Chair      Date

6/18/2025



# City of Seattle

## Seattle Police Department Parade Permit

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June 10, 2025

Permission is hereby granted Louise Long (206) 396-44200 to hold the Seattle Marathon Summer Run Saturday, June 21st, 2025, starting at 07:00 AM.

**Assembly Time:** 0700 AM

**Assembly Area:** Seward Park

**Route:** From the entrance of Seward Park at Juneau/Lake Washington Blvd S then N/B along Lake Washington Blvd. Turnaround at Colman Park Beach then S/B along Lake Washington Blvd S to the entrance of Seward Park.

**Seattle Department of Transportation Requirements:** The coordinator is required to follow all instructions on the Seattle Department of Transportation Traffic Control Plan. The street closure is the same as SDOT's Bicycle Sunday plan.

**Dispersal Area:** Seward Park

**Parade Coordinator:** Louise Long  
PO BOX 1161 Seattle WA, 98260  
(206) 729-3660 (206)396-4200  
Info@seattlemarathon.org

**Police Coordinator:** Lieutenant Michael Tietjen  
Seattle Police Department  
3001 S Myrtle St  
Seattle, WA 98108  
206-386-1850

**By Order Of:**

Shon Barnes  
Chief of Police



Seattle Police Department, 610 Fifth Avenue, PO Box 34986, Seattle, WA 98124-4986

An equal employment opportunity, affirmative action employer.

Accommodations for people with disabilities provided upon request. Call (206) 233-7203 at least two weeks in advance.



## City of Seattle Special Events Routing Slip

Application #:   S25JU150  

Date(s):   Saturday, June 21, 2025  

Approximate Attendance:   2,250  

To:	NAME	DEPARTMENT	EMAIL ADDRESS
	Lt. Keith Wyatt	Fire (FMO Special Events)	<a href="mailto:keith.wyatt@seattle.gov">keith.wyatt@seattle.gov</a>
	Jonathan Rose	Metro	<a href="mailto:jrose@kingcounty.gov">jrose@kingcounty.gov</a>
	Kyle Griggs	Parks	<a href="mailto:kyle.griggs@seattle.gov">kyle.griggs@seattle.gov</a>
	Capt. Sean O'Donnell	Police (Traffic)	<a href="mailto:sean.odonnell@seattle.gov">sean.odonnell@seattle.gov</a>
	SPD Events	Police (Operations Center)	<a href="mailto:spdevents@seattle.gov">spdevents@seattle.gov</a>
	Lt. Bryan Clenna	Police (Traffic)	<a href="mailto:bryan.clenna@seattle.gov">bryan.clenna@seattle.gov</a>
	Sgt. Shane Burditt	Police (Operations Center)	<a href="mailto:shane.burditt@seattle.gov">shane.burditt@seattle.gov</a>
	Off. Ryan Gallagher	Police (Operations Center)	<a href="mailto:ryan.gallagher@seattle.gov">ryan.gallagher@seattle.gov</a>
	OFC Sue Wong	Police (Operations Center)	<a href="mailto:sue.wong@seattle.gov">sue.wong@seattle.gov</a>
	Travis Steichen	Risk Management	<a href="mailto:travis.steichen@seattle.gov">travis.steichen@seattle.gov</a>
	Jack Bighorse	SDOT	<a href="mailto:jack.bighorse@seattle.gov">jack.bighorse@seattle.gov</a>

<b>From:</b> Kiah Patzkowsky	Special Events Committee Chair	<a href="mailto:kiah.patzkowsky@seattle.gov">kiah.patzkowsky@seattle.gov</a>
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**Date:** \_\_\_\_\_ Total Number of **PAGES** (Including Cover Sheet): \_\_\_\_\_

<b>EVENT NAME:</b> <u>  Seattle Marathon Summer Run - S25JU150  </u>	
<input type="checkbox"/> NEW	<input type="checkbox"/> REVISION

Please *comment* on the potential impact of the described event on the accompanying application and distribute copies to your affected staff. *Make recommendations* concerning requested date(s), hours of use, location or route changes, approval, staff charges, and/or additional requirements you desire, if event is approved. Please **sign, date, and return** by **EMAIL** to **Kiah Patzkowsky, Special Events Committee Chair**, at [SpecialEventsOffice@seattle.gov](mailto:SpecialEventsOffice@seattle.gov).

**DATE DUE:** \_\_\_\_\_

**No objection. No SDOT resources are required. The event will take place on sidewalks along Lake Washington Blvd.**

Print Name: <b>Jack Bighorse</b>	Department: <b>SDOT</b>
Signature: <i>Jack Bighorse</i>	Date: <b>6/10/2025</b>

CITY OF SEATTLE  
SDOT  
**MEMORANDUM**

Date: June 10, 2025

To: Kiah Patzkowsky, Special Events Program Manager

From: Jack Bighorse, SDOT Traffic Control Programs

Subject: Seattle Marathon Summer Run - S25JU150

The Seattle Department of Transportation has reviewed the requested use of the street from 07:00 on Saturday, June 21, 2025 to 13:00 on Saturday, June 21, 2025

We have no objection to the proposed use provided:

The applicant shall be required to obtain from a private supplier all necessary traffic control devices, including parking control signs, which must be in place a minimum of 72 hours in advance, and verified by the person or company setting out the barricades (the verification form can be filled out on-line at <http://web1.seattle.gov/sdot/nopark>). Traffic controls, their implementation, maintenance and removal shall conform to the City of Seattle Manual for In-Street Work, and follow the general guidelines of any sketches attached with this memorandum (copies of the City of Seattle Manual for In-Street Work may be obtained by request at 684-5086).

Seattle Police Department (SPD) officers shall direct traffic at all signalized intersections along the route, and any other locations deemed necessary by SPD.

The applicant is responsible for all Lost Revenue fees for use of any pay parking spaces affected by this event. Please see the attached invoice.

The applicant shall be responsible for notifying and obtaining the concurrence of all properties with access affected by the event prior to the event.

cc:

Sgt. Shane Burditt, SPD

Capt. Sean O'Donnell, SPD

Lt. Clenna, SPD

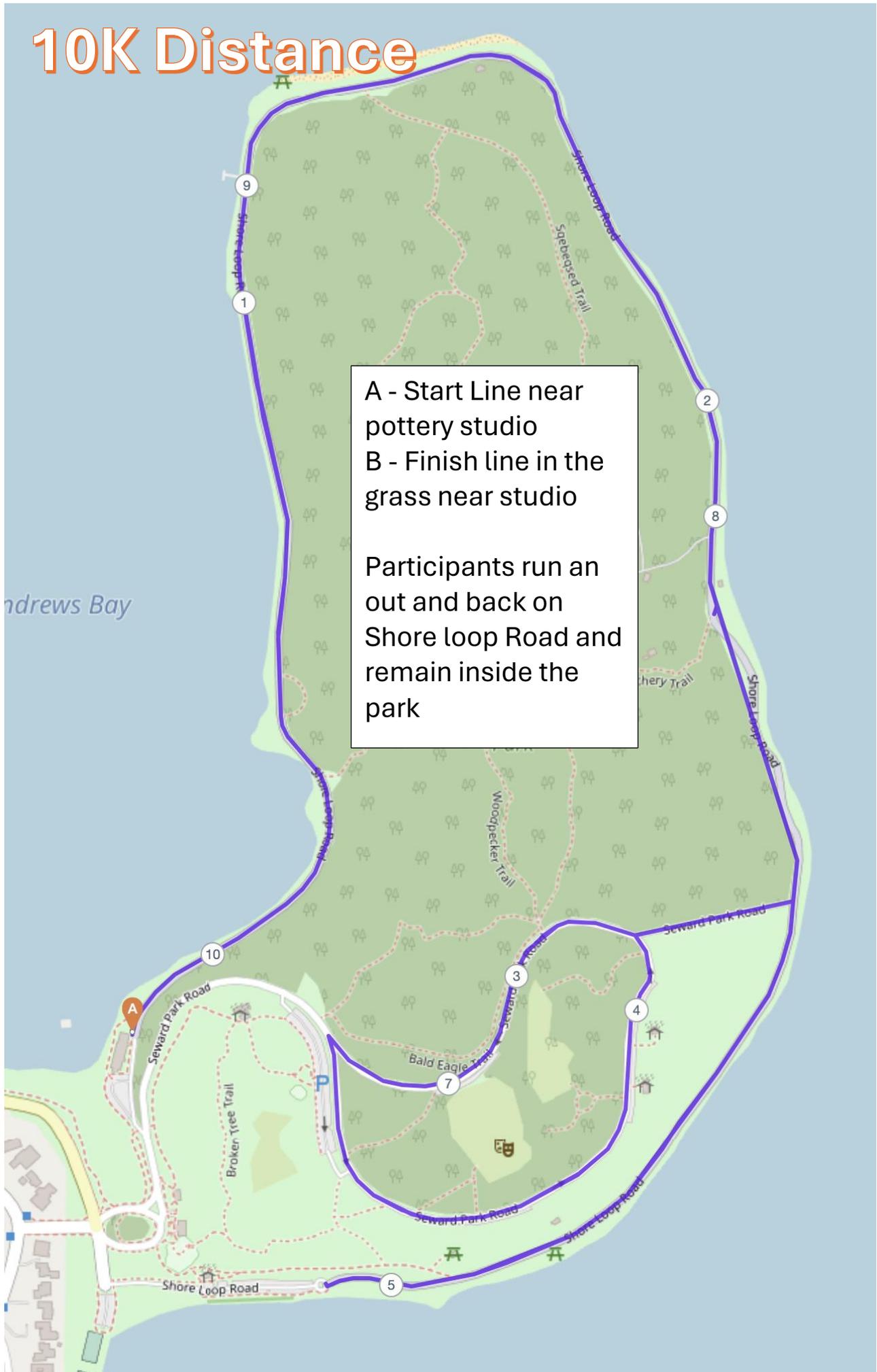
- A - Start Line near pottery studio
- B - Finish line in the grass near studio

Participants run an out and back on Shore loop Road and remain inside the park

# 5K Distance



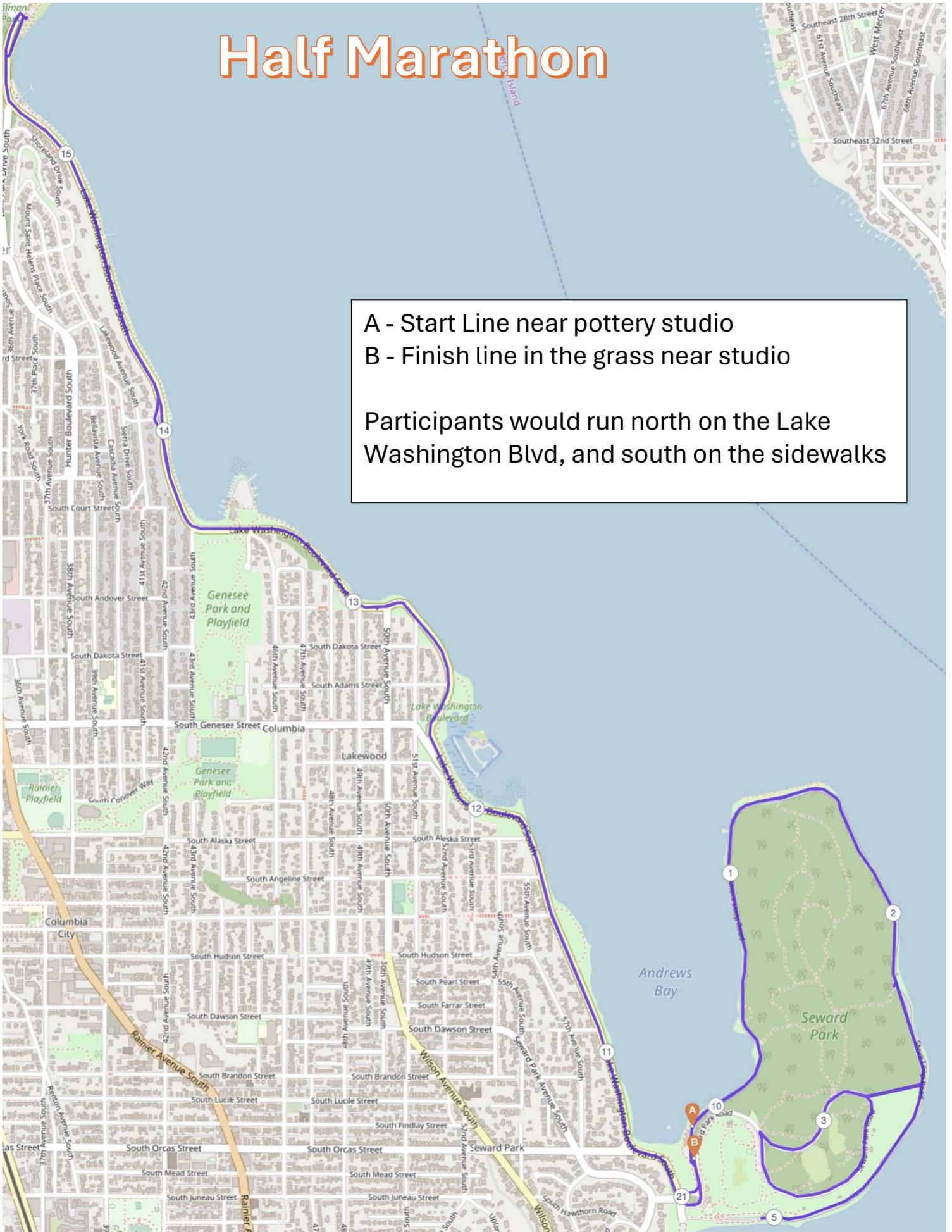
# 10K Distance



# Half Marathon

- A - Start Line near pottery studio
- B - Finish line in the grass near studio

Participants would run north on the Lake Washington Blvd, and south on the sidewalks



ADDENDUM B

Run of Show

Name of Event – Seattle Marathon’s Summer 5k/10k/Half Marathon and Kids Fun Run

Date - Saturday, June 21, 2025

Location - Seward Park

Saturday, June 21

TIME	ACTIVITY
4:00 AM	Arrive at Park and begin load-in and set up
5:00 AM	Rental tents and equipment delivered
5:00 AM	Portable restrooms delivered
6:00 AM	Volunteer Check-in opens
6:00 AM	Vendor load-in and set up
7:00 AM	Registration/Bib pick up open
7:00 AM	Sound check
7:30 AM	Half Marathon Starts
8:30 AM	5K Starts
9:30 AM	10K Starts
12:00 PM	All runners in
12:30 PM	Event breakdown begin
2:00 PM	Fully moved out of Seward Park



## CHECKLIST FOR TRAFFIC CONTROL PLAN SUBMITTAL

Last Revised 12/5/17

Traffic Control Plans may be required as part of a Street Use Permit application.

This Client Assistant Memo (CAM) explains:

1. *What* is a Traffic Control Plan (TCP)?
2. *When* are TCPs required?
3. *How* to develop a TCP
  - I. Types of plans required
  - II. Base map requirements
  - III. How to show Traffic Control
4. Coordination requirements
5. *How* to Submit a TCP

### 1. WHAT IS A TRAFFIC CONTROL PLAN?

Activities in the right of way (ROW) can impede public mobility and access. Sometimes this requires placing temporary traffic control such as signs, cones, and delineators on the street, alley, or sidewalk to safely redirect the traveling public around a work zone.

A Traffic Control Plan (TCP) is a safety plan that illustrates how you will use temporary traffic control to safely route the traveling public—such as pedestrians, bicycles, motorized vehicles, and transit—around your work zone.

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#### Access to Information

Client Assistance Memos are available online at: [www.seattle.gov/transportation/document-library/client-assistance-memos](http://www.seattle.gov/transportation/document-library/client-assistance-memos). Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.

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**LEGAL DISCLAIMER:** This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

### 2. WHEN ARE TCPs REQUIRED?

TCPs are required:

- ✓ When work is on or impacts mobility on an **arterial street**
- ✓ If work is on or impacts any street within the High Impact Area or a Construction Hub:
  - **The High Impact Area** - Mercer Street to the north, South Spokane Street to the south, Interstate 5 to the east, and Elliott Bay to the west (this area includes the Central Business District)
  - **City-designated Construction Hubs**, where activities from multiple projects may congest construction and impact mobility
- ✓ At the discretion of SDOT if the work poses a significant mobility impact

### 3. HOW TO DEVELOP A TCP

#### I. Types of plans required:

- ✓ **Work-hours plan:** Submit a TCP that shows all mobility impacts during construction hours.
- ✓ **Non-work hours plan:** Submit a TCP that shows all mobility impacts after work hours when limited or no work is happening in the ROW
- ✓ **Changing construction phases:** Submit a TCP at each construction phase change even if the traffic control is not modified

## II. Base Map Requirements

The base map for your TCP must include a title block, existing channelization, and existing site conditions. See below for a list of all requirements.

### A. Title Block Requirements

In low-center or lower right corner of plan, include:

- Project address
- Brief description of work

In upper-center of plan, include:

- Label as 'Work Hours' or 'Non-work Hours'
- Phase of work

In upper right corner of plan, include:

- Label as 'Traffic Control Plan'
- Street Use permit number (if known)
- Hours the TCP will be in place
- 24-hour contact person's name, company, phone number, and email address
- North arrow
- Scale bar if feasible (preferred scales: 1:20, 1:30, 1:40, 1:50, 1:60)

In left center of plan, include:

- Standard notes:
  1. Reserve curb space with Traffic Permits 684-5086 in Pay Station blocks
  2. Haul Routes to be submitted to Don Smith, City Truck Officer, [don.smith@seattle.gov](mailto:don.smith@seattle.gov)
  3. Metro trolley coaches cannot shift more than 9' from the center of their overhead lines. Contact Metro Trolley at 477-1150 or [trolley.impacts@kingcounty.gov](mailto:trolley.impacts@kingcounty.gov). For Metro non-trolley coach or other transit agency relocations contact 477-1140 or [construction.coord@kingcounty.gov](mailto:construction.coord@kingcounty.gov)
  4. Sidewalks are either open or not open. A sidewalk is closed if a minimum 4' path cannot be maintained measured from property line, or 5 ½' if created from face of curb
  5. Standard Advance Warning Signs shall be used for plates or rough road during after-hours, including "Motorcyclist" sign
  6. If only one lane is open in a direction, that lane shall be a minimum of 11' wide, unless spotter/flaggers are used, in which case the lane can be a minimum of 10'
  7. Flaggers shall be used in accordance with WAC 468-95-302. UPO will be required if a traffic signal could be countermanded

### B. Existing channelization

The TCP must show current channelization of the ROW impacted by the work. This information may be found using the [TCP Base Map web tool](http://web6.seattle.gov/sdot/trafficcontrolplanmap/) provided by SDOT at <http://web6.seattle.gov/sdot/trafficcontrolplanmap/>.

If the [TCP Base Map web tool](http://web6.seattle.gov/sdot/trafficcontrolplanmap/) does not reflect current conditions, a plan must be developed that includes:

- Channelization lines (including painted crosswalks)
- Lane widths
- Curb lines (face of curb)
- Sidewalks
- ROW limits
- Adjacent property addresses
- Street names
- Street centerline
- Other traffic controls currently in-place

### C. Existing Site Conditions

Existing site conditions such as access points, transit facilities, curb space, and other ROW elements must be shown on the TCP. Existing site conditions may include:

- Business access points and driveways
- Bicycle facilities
  - [Protected Bicycle Lanes](#) (PBL) -- bicycle lanes physically separated from vehicles by barriers or other traffic-control devices
  - "Cycle Tracks"
  - Bicycle lanes delineated by painted striping on pavement
  - City-designated [bike ways](#) and [greenways](#)
  - Refer to the City of Seattle [Bike Master Plan](#) for additional information about existing and proposed bicycle infrastructure
- Transit zones including **bus stops, overhead trolley lines**, at-grade Street Car and Light rail tracks.
- Visibility restrictions such as trees, power or utility poles, and/or street furniture (such as benches or public art) that may affect pedestrian, bicycle, or vehicle traffic.
- Show parking lanes (also known as "curb space") in or adjacent to your work zone and also on nearby streets that your work will affect. Indicate parking designations, such as 3-minute passenger or load zones, pay-to-park parking stalls, parking meter locations, and residential parking zones (RPZs).

### III. How to Show Traffic Control

You must show temporary traffic control on your TCP base map. The [City of Seattle Traffic Control Manual for In-Street Work \(TCM\)](#) provides guidance on which temporary traffic control devices should be used for Seattle's specific urban conditions. It also explains how the Federal Highway Administration's *Manual on Uniform Traffic Control Devices* (MUTCD) has been interpreted for use in Seattle. The most current edition is available for download as a pdf: [www.seattle.gov/transportation/document-library/manuals/traffic-control-manual](http://www.seattle.gov/transportation/document-library/manuals/traffic-control-manual).

In addition to the requirements of the above mentioned manuals, the following elements are also required:

- Footprint of the work zone including:
  - Dimensions of the work zone
  - Location dimension from a fixed object or ROW line to the edge of each work zone limit
- Pedestrian detours or reroutes, refer to [CAM 2110: How to Plan, Document and Implement Pedestrian Mobility In and Around Work Zones](#)
- Bike lane and trail detours and/or closures; the public must be notified 72 hours in advance using on-site signage
- Revised traffic lane widths:
  - Each lane must be at least 11' wide when only one lane is available in one direction
- Potential access problems for bordering properties; label alternative access points and routes.
- Call out and label proposed temporary traffic control signs, as well as channelization device locations, types, and numbers. Identify any specially-worded signs or other necessary non-conventional devices. Either call out spacing or attach TCM spacing chart.
- Locations of flaggers or police officers

### 4. COORDINATION REQUIREMENTS

Coordination with other SDOT Divisions or agencies may be required during or after your permitting process.

#### Curb space impacts:

- **Carpool space impacts:** Nathaniel Frost at (206) 684-5312 or [nathaniel.frost@seattle.gov](mailto:nathaniel.frost@seattle.gov)
- **Short term parking and load zone impacts:**  
**Call:** (206) 684-5086  
**In-Person:**  
Seattle Municipal Tower  
700 Fifth Ave, Floor 37  
Seattle, WA 98104
- **Long term parking impacts and pay station removal/relocation:** No-Park signs are not recommended for long term parking impacts, please contact Kelly Hall at (206) 684-5370 or [kelly.hall@seattle.gov](mailto:kelly.hall@seattle.gov) at least 10 business days prior to beginning work

**Haul route approval:** Please contact Don Smith at (206) 684-5125 or [don.smith@seattle.gov](mailto:don.smith@seattle.gov) at least 10 business days prior to beginning work, additional coordination with more advance notice may be required in High Impact Areas.

**Transit impacts:** The contractor shall notify King County Metro Transit in advance of any construction that may disrupt transit service per the following schedule.

- A. Five working day notice for any work requiring a temporary bus stop
  - B. Ten working day notice for relocation of a bus shelter or reroute of bus service
  - C. Fifteen working days advance notice to deactivate overhead trolley wires (known as an "outage") and activate electric-storage-battery trolley busses. Generally allowed only on weekends and subject to vehicle and staff support capacity restrictions.
  - D. No two consecutive transit stops may be closed
- If trolley wires are present, call (206) 477-1150 or email [trolley.impacts@kingcounty.gov](mailto:trolley.impacts@kingcounty.gov)
  - If trolley wires are not present, call (206) 477-1140 or email [construction.coord@kingcounty.gov](mailto:construction.coord@kingcounty.gov)

## Traffic control requirements outside the City of Seattle:

- **King County Traffic Engineering Department:** 1-800-KC-ROADS (1-800-527-6237)
- **Washington State Department of Transportation (WSDOT):** Northwest Region Construction Traffic Office (206) 440-4471
- **City of Shoreline:** Traffic Engineer (206) 801-2431
- **City of Tukwila:** City Engineer (206) 431-2455

## 5. HOW TO SUBMIT A TCP

Traffic Control Plans are submitted to SDOT as part of a Street Use permit application package. A TCP may be submitted by itself if an application was previously submitted.

- Email your TCP to [SDOTPermits@seattle.gov](mailto:SDOTPermits@seattle.gov). If submitting your TCP as part of a utility permit application, email [SDOTUtilPermits@seattle.gov](mailto:SDOTUtilPermits@seattle.gov). (SIP and UMP applications must be submitted in person)
- Or submit in person at our Street Use Permit Services Counter. Location and hours of operations for the Street Use Permit Services Counter are below.

### Street Use Permit Services Counter

700 5th Ave, Suite 2300  
Seattle, WA 98104

Hours of Operation:

[www.seattle.gov/transportation/permits-and-services/permits/permit-counters-client-assistance-memos](http://www.seattle.gov/transportation/permits-and-services/permits/permit-counters-client-assistance-memos)

Please visit the Street Use website at the below link for application requirements for each type of permit.

[www.seattle.gov/transportation/permits-and-services/permits](http://www.seattle.gov/transportation/permits-and-services/permits)

## RESOURCES AND LINKS

The *City of Seattle Traffic Control Manual for In-Street Work*

[www.seattle.gov/transportation/document-library/manuals/traffic-control-manual](http://www.seattle.gov/transportation/document-library/manuals/traffic-control-manual)

City of Seattle Street Classification Map

<http://seattlecitygis.maps.arcgis.com/apps/webappviewer/index.html?id=a808f790a24e474d86ecde00dae81cee>

City-designated Construction Hubs

[www.seattle.gov/transportation/projects-and-programs/programs/project-and-construction-coordination-office/construction-hub-coordination](http://www.seattle.gov/transportation/projects-and-programs/programs/project-and-construction-coordination-office/construction-hub-coordination)

SDOT TCP Base Map web tool

<http://web6.seattle.gov/sdot/trafficcontrolplanmap/>

City of Seattle Bike Master Plan

[www.seattle.gov/transportation/document-library/modal-plans/bicycle-master-plan](http://www.seattle.gov/transportation/document-library/modal-plans/bicycle-master-plan)

City of Seattle Protected Bike Lanes

[www.seattle.gov/transportation/projects-and-programs/programs/bike-program/protected-bike-lanes](http://www.seattle.gov/transportation/projects-and-programs/programs/bike-program/protected-bike-lanes)

CAM 2110 How to Plan, Document and Implement Pedestrian Mobility In and Around Work Zones

[www.seattle.gov/Documents/Departments/SDOT/CAMs/cam2110.pdf](http://www.seattle.gov/Documents/Departments/SDOT/CAMs/cam2110.pdf)

Establishing Temporary No Parking Zones

[www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits](http://www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits)

CAM 2114 – Temporary No Parking Signs and Easels

[www.seattle.gov/Documents/Departments/SDOT/CAMs/CAM2114.pdf](http://www.seattle.gov/Documents/Departments/SDOT/CAMs/CAM2114.pdf)

Street Improvement Permit (SIP) Application

[www.seattle.gov/transportation/permits-and-services/permits/street-improvement-permits](http://www.seattle.gov/transportation/permits-and-services/permits/street-improvement-permits)



## TEMPORARY NO PARKING SIGNS AND EASELS

Last Revised 12/5/17

Temporary No Parking Zones are established to restrict on-street parking and provide curb space for purposes such as construction activity (that may require a Street Use permit), moving vans, or to clear a street for special events like a parade. The restricted area is not intended to be used for parking of personal vehicles and is regulated by the Seattle Department of Transportation. Any valid on-street parking space, whether paid or unpaid, may be considered for use as a Temporary No Parking Zone.

In areas without parking pay stations or parking meters, establishing a Temporary No Parking Zone requires placement of type T-39 or T-38 easels, and completion of a confirming online validation form. Information about Temporary No Parking Zones, with a link to the online application and a photo example of how to place a confirming public notice on an easel can be found here: [www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits](http://www.seattle.gov/transportation/permits-and-services/permits/parking-permits/temporary-no-parking-permits). The Seattle Traffic Control Manual for In-Street Work describes how to place the signs in the right of way and can be found here: [www.seattle.gov/transportation/document-library/manuals/traffic-control-manual](http://www.seattle.gov/transportation/document-library/manuals/traffic-control-manual).

Temporary no parking signs and easels will not be considered valid if they do not clearly indicate a contact name and telephone number, if they do not clearly indicate start and stop dates and times, and if there is not a copy of the confirming public notice placed on at least two signs per block.

The contact name and number is the responsible party for the sign placement. This name and number are in addition to the existing phone number on T-38's and T-39's for towing purposes (206-684-5444).

The Online No Park Verification Form replaces the prior hard-copy form that had to be printed out and faxed to the Seattle Police Department's Parking Enforcement Unit. The Online No Park Verification Form shall be submitted after setting the Temporary No Parking signs, at least 24 hours and preferably 72 hours prior to the beginning of the desired restriction and enforcement. This gives those who may have previously been legally parked in the zone ample opportunity to move their vehicles prior to the start date for the zone. A copy of the confirming public notice shall be affixed to at least two signs per block, in such fashion as to not obscure the sign face and with protection from weather. One associated permit number should be indicated on the form.

Any parking restrictions desired in pay to park areas (meters or pay station controlled) require contact with SDOT's Traffic Permits Counter at 684-5086. Generally, the SDOT Parking Shop will restrict the parking in these areas, rather than the permittee. No Parking signs may be used if the restrictions occur outside the paid parking hours; however, the spaces must still be reserved through the Traffic Permits Counter, and the temporary no parking zone online verification procedure must still be followed.

Signs placed in a manner that do not conform to these guidelines will not be enforced by the Seattle Police Department's Parking Enforcement Unit and may be removed by the City of Seattle.

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**LEGAL DISCLAIMER:** This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

**SIGN EXAMPLES**



T-38



T-39

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**Access to Information**

Client Assistance Memos are available online at: [www.seattle.gov/transportation/document-library/client-assistance-memos](http://www.seattle.gov/transportation/document-library/client-assistance-memos). Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.

# Permit



Seattle Parks & Recreation Event Scheduling  
 300 ELLIOTT AVE W  
 Suite 100  
 Seattle, WA, US 98119-4198

PHONE:(206) 684-4080  
 FAX:(206) 684-4853

**Permit # R181402**

Status Approved  
 Date Jun 12, 2024 7:51 PM

<b>Organization Name</b>	SEATTLE MARATHON ASSOCIATION - 157	<b>Organization Phone 1 Number</b>	(206) 729-3660
<b>Customer Type</b>	General Public		
<b>Organization Address</b>	PO BOX 31849 SEATTLE, WA 98103		
<b>Agent Name</b>	Louise Long	<b>Primary Phone Number</b>	(206) 729-3660
		<b>Email Address</b>	info@seattlemarathon.org
<b>System User</b>	BergquC	<b>Payer</b>	SEATTLE MARATHON ASSOCIATION

Rental Fee	\$3,610.00
Discounts	\$0.00
<b>Subtotal</b>	<b>\$3,610.00</b>
Deposits	\$0.00
Deposit Discounts	\$0.00
<b>Total Permit Fee</b>	<b>\$3,610.00</b>
<b>Total Payment</b>	<b>\$3,610.00</b>
Refunds	\$0.00
Balance	\$0.00

<b>Seattle Marathon Summer 5K/10K/Half Marathon &amp; Kids Fun Run 2025</b>				39 resource(s)	41 booking(s)
				Subtotal: \$3,610.00	
Booking Summary					
<b>Seward Park Amphitheater (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX		
Sat, Jun 21, 2025 4:00 AM	Sat, Jun 21, 2025 4:00 PM	1	\$0.00		
<b>Seward Park Lower Loop (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX		
Sat, Jun 21, 2025 4:00 AM	Sat, Jun 21, 2025 4:00 PM	1	\$420.00		
Resource level fees				\$1,075.00	
<b>Seward Park Lower Meadow (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX		
Sat, Jun 21, 2025 4:00 AM	Sat, Jun 21, 2025 4:00 PM	1	\$0.00		
Resource level fees				\$0.00	

Seward Park Playground & SW Meadow (Event (Major) - Outdoor)			Center: Seward Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 4:00 AM	Sat, Jun 21, 2025 4:00 PM	1	\$0.00	
Seward Park Upper Loop (Event (Major) - Outdoor)			Center: Seward Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 4:00 AM	Sat, Jun 21, 2025 4:00 PM	1	\$0.00	
Adams Street Boat Ramp (Event (Major) - Outdoor)			Center: Adams Street Boat Ramp	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$150.00	
Facility Notes				
***Ensure Beer Sheva Park is not in use before booking. Coordinate all events with Boat Ramp Supervisor.***				
Colman Park (Event (Major) - Outdoor)			Center: Colman Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$150.00	
Ferdinand Street Boat Launch Tables 1-3 (Event (Major) - Outdoor)			Center: Ferdinand Street Boat Launch	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$90.00	
Center Notes				
Open 24/7				
Genesee Park Open Meadow (near lake) (Event (Major) - Outdoor)			Center: Genesee Park and Playfield	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$210.00	
Lake Washington Boulevard N Generic Use (Event (Major) - Outdoor)			Center: Lake Washington Boulevard North	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$90.00	
Center Notes				
Open 24/7				
Lake Washington Boulevard S Generic Use (Event (Major) - Outdoor)			Center: Lake Washington Boulevard South	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$0.00	
Center Notes				
Open 24/7				
Mount Baker Park Swimming Beach (Event (Major) - Outdoor)			Center: Mount Baker Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$150.00	
Stan Sayres Park (Event (Major) - Outdoor)			Center: Stan Sayres Memorial Park	
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 6:00 AM	Sat, Jun 21, 2025 12:00 PM	1	\$210.00	
Genesee Park Shelter 01 (Event (Major) - Outdoor)			Center: Genesee Park and Playfield	

START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$165.00
<b>Seward Park Shelter 01 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$90.00
<b>Seward Park Shelter 02 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$120.00
<b>Seward Park Shelter 03 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$180.00
<b>Seward Park Shelter 04 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$120.00
<b>Seward Park Shelter 05 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$120.00
<b>Seward Park Table 01 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 02 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 03 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 04 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX

Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 05 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 06 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 07 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 08 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 09 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 10 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 11 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 12 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00
Resource level fees			\$15.00
<b>Seward Park Table 13 (Event (Major) - Outdoor)</b>			<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00

Resource level fees				\$15.00
<b>Seward Park Table 14 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
Resource level fees				\$15.00
<b>Seward Park Table 15 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
Resource level fees				\$15.00
<b>Seward Park Table 16 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
Resource level fees				\$15.00
<b>Seward Park Table 17 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
Resource level fees				\$15.00
<b>Seward Park Table 18 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
Resource level fees				\$15.00
<b>Seward Park Tennis Court 01 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 10:59 AM	1	\$0.00	
Sat, Jun 21, 2025 11:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	
<b>Seward Park Tennis Court 02 (Event (Major) - Outdoor)</b>				<b>Center: Seward Park</b>
START DATE/TIME	END DATE/TIME	ATTENDEE	AMT W/O TAX	
Sat, Jun 21, 2025 8:00 AM	Sat, Jun 21, 2025 10:59 AM	1	\$0.00	
Sat, Jun 21, 2025 11:00 AM	Sat, Jun 21, 2025 2:00 PM	1	\$0.00	

Custom Questions	
QUESTION	ANSWER
Do you need an electrical hookup for your event?	No
Do you need vehicle access for your event?	No
Expected attendance?	3500
How many portable restrooms will you have?	10+

How many waste receptacles will you have?	10+
Is there any need for irrigation control?	No
Is this event considered first amendment activity?	No
Will money be collected onsite?	Yes
<ul style="list-style-type: none"> <li>Have 10% fees been paid?</li> </ul>	No
Will there be amplified sound at your event?	Yes

Payment and Refund					
RECEIPT #	DATE	FEE DESCRIPTION	EVENT	RESOURCE	PAYMENT / REFUND
1333911.001	Oct 4, 2024	ES Application Permit Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Lower Loop	\$75.00
1333911.001	Oct 4, 2024	ES Hourly Community, Natural, Special Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Lower Loop	\$420.00
1333911.001	Oct 4, 2024	ES Advertising Banner/Company Sign	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Lower Loop	\$1,000.00
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 4	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Shelter 02	\$120.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 01	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 02	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 03	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 04	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 05	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 06	\$15.00

			Marathon & Kids Fun Run 2025		
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 07	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 08	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 09	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 10	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 11	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 12	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 13	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 14	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 15	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 16	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 17	\$15.00
1333911.001	Oct 4, 2024	Picnic Table - Half AM Day	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Table 18	\$15.00
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 8	Seattle Marathon Summer 5K/10K/Half	Seward Park Shelter 03	\$180.00

Marathon & Kids Fun Run 2025					
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 2	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Shelter 01	\$90.00
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 4	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Shelter 04	\$120.00
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 4	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Seward Park Shelter 05	\$120.00
1333911.001	Oct 4, 2024	Picnic Shelter - Half Day AM - 7	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Genesee Park Shelter 01	\$165.00
1333911.001	Oct 4, 2024	ES Hourly Downtown, Neighborhood Park Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Mount Baker Park Swimming Beach	\$150.00
1333911.001	Oct 4, 2024	ES Hourly Community, Natural, Special Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Stan Sayres Park	\$210.00
1333911.001	Oct 4, 2024	ES Hourly Community, Natural, Special Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Genesee Park Open Meadow (near lake)	\$210.00
1333911.001	Oct 4, 2024	ES Hourly Triangle, Circle, Pocket Park Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Ferdinand Street Boat Launch Tables 1-3	\$90.00
1333911.001	Oct 4, 2024	ES Hourly Downtown, Neighborhood Park Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Colman Park	\$150.00
1333911.001	Oct 4, 2024	ES Hourly Downtown, Neighborhood Park Use Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Adams Street Boat Ramp	\$150.00
1333911.001	Oct 4, 2024	ES Hourly Triangle, Circle, Pocket Park Rez Fee	Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025	Lake Washington Boulevard N Generic Use	\$90.00

**Seattle Parks & Recreation Permit Holders must comply with all applicable Washington and federal laws, including but not limited to disability laws and regulations as amended, such as the Americans with Disabilities Act of 1990 ("ADA"); Section 504 of the Rehabilitation Act of 1973; and the Washington Law Against Discrimination, Wash. Rev. Code Ann § 49.60. Permit holders must comply with any guidelines put in place by the Governor and Public Health. Permit holders further agree to indemnify and hold harmless the City from any claims arising out of Permit holder's failure to comply with the aforesaid**

**requirements. Failure to comply with these requirements and all permit guidelines shall constitute a material breach of this permit, and all future permitted dates are subject to cancellation.**

Refund Policy (A complete copy of Seattle Parks and Recreation's refund policy (effective 1/9/13) may be downloaded at <http://www.seattle.gov/documents/departments/parksandrecreation/policiesplanning/refundpolicy.pdf>

For community centers, swimming pools, small craft centers, outdoor spaces, sports fields, and other recreation providers, it is the policy of Seattle Parks and Recreation and the Associated Recreation Council that:

- Any person who schedules a STANDARD RENTAL of a recreation facility and who cancels at least 15 days in advance is entitled to a partial refund.
- Any person who schedules a rental of a SPECIAL AMENITY FACILITY and who cancels at least 90 days in advance is entitled to a partial refund.
- Any person who reserves a SPORTS FIELD must provide 14 days advance notice of cancellation to be entitled to a full refund.
- Exceptions: No refund is available for some designated services, which may include some rentals, outdoor events, ceremonies or picnics. Information on any specific exception is available from Parks and Recreation staff prior to payment and purchase.

X: \_\_\_\_\_

X: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Seattle Parks & Recreation Event Scheduling**  
 Mailing Address: 300 ELLIOTT AVE W, Suite 100, Seattle, WA  
 98119-4198  
 Phone Number: (206) 684-4080  
 Fax Number: (206) 684-4853

**SEATTLE MARATHON ASSOCIATION**  
 Customer Type: General Public  
 Customer ID: 614  
 Mailing Address: PO BOX 31849, SEATTLE, WA  
 98103  
 Organization Phone 1 Number: (206) 729-3660  
 Authorized Agent Name: Louise Long  
 Primary Phone Number: (206) 729-3660  
 Email Address: [info@seattlemarathon.org](mailto:info@seattlemarathon.org)

**Park Use Permit Attachment I & II #R181402**  
**Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025**  
**Coleman, Ferdinand, Genesee, Mount Baker, Seward, Stan Sayers Parks**  
**Adams Street Boat Launch and Lake Washington Blvd**  
**Louise Long**

**Attachment I:**

**Supplemental Provisions**

**PLEASE NOTE: THIS PERMIT DOES NOT NEED TO BE SIGNED TO BE VALID**

*In case of event emergencies: 206-684-7250 or email for a fast response: [pkgs\\_work\\_order\\_desk@seattle.gov](mailto:pkgs_work_order_desk@seattle.gov)*

1. **Permission is Granted to:** *Conduct a Run/Walk based out of Seward Park*
  - *Amplified sound is permitted for this event from 9:00 AM to 2:00 PM unless a noise variance has been obtained.*
  - ***Permittee must comply with noise ordinance listed below.***
  - *Amplified sound should be directed any direction but west in Seward. This is important as we have received complaints 2 years in a row and could discontinue use of the park.*
  - *Electricity is not approved for this event*
  - *Setup is allowed to include: up to thirty (30) Tents/Canopies, up to Forty (40) portable restrooms, tables, chairs, generators, stage and equipment for amplified sound.*
  - *Ten (10) banners have been approved for this event. Any additional banners, displays, or surfaces that are promotional in nature will be charged at \$100 per display or surface.*
  - *Canopies must not exceed limits listed below under **Canopies/Tents** section. Canopies must be weighted down, not staked. Staking of any equipment is not permitted in Seattle Parks.*
  - *Beer gardens with alcohol service and sales is permitted. The beer garden must meet all WSLCB and Seattle Fire Marshal's Office requirements. 10% of gross alcohol sales are also due to Seattle Parks and Recreation. [Report of Gross Sales](#).*
  - *Food, beverages, and Merchandise may be passed out or sold onsite.*
  - *Registrations may be collected onsite.*
    - *10% of all gross sales/registrations must be returned to Seattle Park and Recreation. Accounting form is attached. [Report of Gross Sales](#)*
  - *Route directional marker/signage must be removed at the end of the event. Chalk, paint, or markings directly on the ground or other park surface is not permitted.*
    - *Event should take care to maintain access to the Clay Studio.*
    - *Permittee may use flaggers at Stan Sayers and Mt Baker beach parking lot entrances and to cross in and out of Genesee Park.*
    - *The remainder of the route will be on sidewalks with no cross traffic.*
    - *If they have worked to close Lake Washington Blvd, they will need to maintain access to the lots along the route.*
      - *Permittee understands that between 43<sup>rd</sup> and 45<sup>th</sup> Ave S is open to automobiles, as well as bicyclists joggers and more.*

**Park Use Permit Attachment I & II #R181402**  
**Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025**  
**Coleman, Ferdinand, Genesee, Mount Baker, Seward, Stan Sayers Parks**  
**Adams Street Boat Launch and Lake Washington Blvd**  
**Louise Long**

- *Automobiles are approved to access parking lots along the closed street, including Mount Baker beach, Stan Sayers, Adams Street boat Launch, Lakewood moorage, Ferdinand street and a couple of lots identified simply as street lots.*
- *Route includes use of Genesee Park. Runners are encouraged to access the course/park East of the 45<sup>th</sup> Ave S street closures to avoid automobiles.*
- *Permittee may use upper loop road of Seward park, but must manage runner and traffic. Loop cannot be closed.*
  - *A coned road lane is most common.*
- *All portable restrooms should be placed on hard flat surfaces and should be clustered, all comfort stations within park footprints under this permit will be secured for the event.*
- *Vehicles are **NOT** allowed in the park, outside of designated parking areas at any time.*
- *'No parks' may be placed to reserve parking spaces for food Trucks.*
  - ***The parking lots must remain open at all times.***
  - *"No Parks" must be placed 72 hours in advance.*
  - *NO other parking has been reserved.*
- *Food trucks are approved for this event.*
- *During all times, Permittee must follow all applicable federal, state, and local laws.*
- *All garbage generated by this event is the responsibility of the permit holder and must be disposed of outside the park.*
- *Any damage generated by this event will be the responsibility of the permittee to rectify*

**FEES & CHARGES**

2. **Payments:** Permittee agrees to pay the following fees. Checks should be made payable to **City of Seattle** and sent to Seattle Parks and Recreation, Event Management Office, 300 Elliott Ave W Suite 100, Seattle, WA 98119

*Park Use Permit Fees – PD*

*\*10% of all monies collected onsite are due to the Event Management Office within 10 business days.*

Save a printer and paper and submit electronically: [Report of Gross Sales](#)

3. **Any Sales including Entry or Admission Fees, Service charges, or Suggested Donation amounts:** Permittee shall pay the Department 10% of the gross receipts from any and all monies collected on Parks property. Checks should be made payable to **City of Seattle** and sent to the Seattle Parks and Recreation, Event Management Office, 300 Elliott Ave W Suite 100, Seattle, WA 98119. Permittee must submit a financial statement that clearly lists all income, expenses and the total amount of monies received from the event. The statement and fees are due to the Department within 10 business days following the event.

**Park Use Permit Attachment I & II #R181402**  
**Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025**  
**Coleman, Ferdinand, Genesee, Mount Baker, Seward, Stan Sayers Parks**  
**Adams Street Boat Launch and Lake Washington Blvd**  
**Louise Long**

**OTHER PROVISIONS:**

4. **Food & Sales:** unless listed in above “*Permission is Granted to*”:
  - Permittee may not give away any food or beverage items.
  - This permit authorizes NO SALES of any items. Permittee may give away non-food and beverage items (e.g., sports schedules, CD’s, posters, arts & crafts, & t-shirts).
  - Permittee may have information in the park to distribute free literature concerning its programs.
5. **Canopies/Tents (Permission to setup canopies/tents must be listed in the above “*Permission is Granted to*” section:** If approved above, Permittee may set up a free-weighted tent structure (with 2 or more walls) no larger than 400 square feet (20 x 20) or a canopy (with no walls) up to 700 square feet (20 x 30) without a separate Fire Department permit if listed above. If the structure exceeds this size, it is the Permittee’s responsibility to obtain the proper permits through the Fire Department.
6. **Alcohol:**
  - Alcoholic beverages cannot be kept, sold, served or consumed in public places (RCW 66.04-010). This includes areas such as parks, parking lots and streets, or private automobiles in said places.
7. **Sound:**
  - Amplified sound is NOT authorized in the park under the terms of this permit unless listed under “*Permission is Granted to*” above. It is unlawful to use any public address system, loudspeaker or other sound-amplifying device in any park unless authorized by permit.
  - If amplified music has been approved, Permittee must be in compliance with the Seattle noise ordinance, SMC 25.08.520 (copies available upon request).
    - No amplified sound prior to 9:00 am and after 10:00 pm in any park.
8. **Equipment Set Up:** All equipment such as canopies and tents should be free-weighted and not staked into the ground.
  - Any set up requiring to be staked into the ground must be listed as pre-approved in “*Permission is Granted to*” above. All proposed staking must be done with written approval and in the presence of authorized personnel.
  - Environmental conditions affect placement of all set up on the turf. Condition of turf, weather, size and type of set up are factors in Seattle parks determining placement (if allowed) on turf areas.
  - Permittee must provide surface protection, such as plywood boards, under booths or other large set up placed on the turf or plastic tarps under food booths which may stain paving surfaces. Removal of stains and area clean up are the responsibility of the Event Sponsor. Cost incurred by the Seattle Parks for any damage done by the event will be billed to the Sponsor.

**VEHICLE ACCESS, SECURITY, & PUBLIC SAFETY**

9. **Motorized Vehicles:**

**Park Use Permit Attachment I & II #R181402**  
**Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025**  
**Coleman, Ferdinand, Genesee, Mount Baker, Seward, Stan Sayers Parks**  
**Adams Street Boat Launch and Lake Washington Blvd**  
**Louise Long**

- According to Seattle Municipal Code, other than City owned vehicles, **NO residential vehicles** or trailers are authorized to drive or park within the park boundaries at any time unless specifically allowed in “*Permission is Granted to*” above.
  - If Permittee has the approval to temporarily load and unload equipment in the park, vehicles must remain in the park no longer than 15 minutes, must remain on paved paths/roads only and must not exceed a speed limit of 5 mph.
  - No vehicles will be permitted to park within park boundaries or drive on the turf at any time.
  - All vehicles must be parked legally in public parking spaces.

**10. Security on Site:**

- Permittee agrees to abide by any requests by staff at the park in the performance of their duties.
- A single Lead Person must be identified to speak for the group that will be available on site during the event. **The lead person must have a copy of the permit with them at the park on the day of their event in order to render enforcement of this permit.**

**11. Public Access:**

- All parks are open to the public at all times. No exclusive use is allowed.
- **Permittee may not close off, rope off or partition any part of the park at any time;** All park pathways, walkways, stairwells and access ways must remain open all times. **Do not block off public access.**

**12. ADA:**

**Permittee** shall comply with all applicable provisions of the Americans with Disabilities Act, 42 U.S.C. 12101 et seq. (“ADA”).

**Permittee** shall take no action that prevents, impairs or interferes with measures or conditions necessary for compliance by the City with the ADA.

**Permittee** shall not discriminate against any person because of disability, race, religion, color, sex, disability, national origin or ancestry, or age in the admission to, access to, or operations of its programs, services, or activities pertaining to the permitted event.

**Permittee** shall comply with all other applicable federal, state, and City laws, rules and regulations.

- 13. Banners/Signs:** All commercial advertising must be approved in writing in advance of the actual event. Banners or signs may not be attached to trees, benches, or bushes under the terms of this permit.

**Damage Mitigation**

- A. Damage to turf, trees, shrub beds, hard surfaces or buildings caused during the event will be charged to the Permittee. All damage must be repaired to Seattle Parks and Recreation standards. It is the responsibility of the event sponsors to pay for any and all damage caused by the event. Cost incurred by the Seattle Parks for repairing damage to turf, trees or plant materials will be billed to the Permittee.
- B. Temporary fencing of some park trees, shrub beds, planters and flower planting may be required. Seattle Parks staff will determine areas that must be fenced (if any).

**Park Use Permit Attachment I & II #R181402**  
**Seattle Marathon Summer 5K/10K/Half Marathon & Kids Fun Run 2025**  
**Coleman, Ferdinand, Genesee, Mount Baker, Seward, Stan Sayers Parks**  
**Adams Street Boat Launch and Lake Washington Blvd**  
**Louise Long**

**Garbage Handling**

- C. Permittee agrees to police the area and pick up all litter and debris generated by the event and its participants.

**Recycling**

- D. Recycling is now required at many events by state law. RCW 70.93.093 reads:

*In communities where there is an established curbside service and where recycling service is available to businesses, a recycling program must be provided at every official gathering and at every sports facility by the vendors who sell beverages in single-use aluminum, glass, or plastic bottles or cans. A recycling program includes provision of receptacles or reverse vending machines, and provisions to transport and recycle the collected materials. Facility managers or event coordinators may choose to work with vendors to coordinate the recycling program. The recycling receptacles or reverse vending machines must be clearly marked, and must be provided for the aluminum, glass, or plastic bottles or cans that contain the beverages sold by the vendor.*

**SMC 21.36.086:**

*Food service businesses providing food for consumption on premises using compostable or recyclable food service ware must provide conveniently located and clearly marked containers where customers may discard compostable and recyclable food service ware and must provide for the collection and delivery of these materials to appropriate processing facilities.*

Please contact Seattle Public Utilities for additional information.

**Attachment II:**

**General Terms and Conditions for Special Events in Seattle Parks**

1. **Retain Permit:** User must retain a copy of this permit on the premises throughout the scheduled event.
2. **Laws and Rules:** The User shall comply with all state laws, City ordinances, regulations of the Superintendent of Seattle Parks and Recreation applicable to activities in City parks, and any lawful order of a Departmental representative made to prevent injury or damage. No lewd conduct or gambling devices are permitted on the premises.
3. **Condition of Premises:** By entering into possession, the User accepts the premises in their present condition. The User may inspect the premises at an earlier, mutually convenient time. Upon expiration or termination of the Permit, the User shall promptly return the premises in as good condition as received, reasonable wear & tear excepted, in a clean appearance, ready for use by another.
4. **Approval Required:** The following activities are NOT ALLOWED without advance written approval from Seattle Parks and Recreation: the sale of food, beverages, goods or merchandise; charging admission or fees for services; alteration, painting, or construction of any Seattle Parks structure (if applicable, see Attach. 2).
5. **Sales and Entry Fees:** Permittee shall pay the Department 10% of the gross receipts from all sales and entry fees. Checks should be made payable to **City of Seattle** and sent to the Seattle Parks and Recreation, Event

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Management Office, 300 Elliott Ave W Suite 100, Seattle, WA 98119. Permittee must submit a financial statement that clearly lists all income, expenses and the total amount of monies received from the event. The statement and fees are due to the Department within 10 business days following the event.

6. **Responsibility:** The Permittee assumes responsibility for all activities it conducts during the event, including but not limited to, supervision and control to prevent injury or damage; maintenance of the premises during the use; picking up bottles, debris and refuse; and providing security to maintain order. Seattle Parks and Recreation disclaims any liability from, and the Permittee agrees not to hold Seattle Parks and Recreation liable for, all harm that may arise from the event authorized by this permit.
7. **Departmental Access:** Seattle Parks and Recreation authorized representatives shall have free access to the premises at any and all times. Seattle Parks and Recreation may make repairs or alterations to the premises during the use period as long as the same does not unreasonably interfere with the use of the premises for the planned event. As determined by the Superintendent of Seattle Parks and Recreation, Parks staff may interfere with the User's use of the premises for repair and alteration work resulting from an emergency.
8. **Cancellation, Relocation by Department:** Seattle Parks and Recreation may, upon giving as much advance notice to the Permittee as practical, cancel or terminate this Permit or relocate a scheduled use to a nearby available location if the premises are closed due to an Act of God, for repairs, if necessary utilities or services cannot be supplied or if a supervening order of a governmental officer or agency makes it necessary. If Seattle Parks and Recreation cancels a Permit for any of these reasons, it shall return all fees, bond or cash deposit; if Seattle Parks and Recreation terminates a Permit in progress for any of these reasons, it shall return the unused pro rata portion of fees and shall not charge expenses incurred solely for the termination for any of these reasons against the bond or cash deposit.
9. **Revocation:** Seattle Parks and Recreation may revoke a permit and/or stop a use in progress if the Permittee fails to comply with any State laws, City ordinances, including Seattle Municipal Code 25.08.520 (noise ordinance), the rules and regulations of the Superintendent of Seattle Parks and Recreation, the terms and conditions of this permit or an approval required under Section 4; the Permittee fails to secure a necessary permit; and/or after a warning, the Permittee disregards a lawful order of an authorized representative of Seattle Parks and Recreation or engages in activity that may cause injury to the public or damage to the premises.
10. **Bond or Deposit:** A performance bond or cash deposit may be required and held in trust for performance or payment of certain charges. This may be required when an event presents a risk of damage to City Property, or if the applicant has previously held an event that violated the Seattle Parks Code. The performance bond is released if the terms and conditions of a permit are fully performed and a cash deposit is returned by check from the Finance Director's Office. If a permit is not performed fully, expenses incurred or damages sustained may be charged against the bond.
11. **No Assignment:** This permit and the permission granted may not be assigned, nor the premises sublet, without the prior written consent of the Department.
12. **Indemnity:** The Permittee shall indemnify and hold the City harmless from any and all claims, actions, losses and damages to person or property (including but not limited to attorneys fees and expenses) suffered as a consequence of or arising or resulting, directly or indirectly, from any act or omission of the Permittee on or about the premises.

In the event that any lawsuit based upon any such claim, action, loss, damage or cost is brought against the City, the Permittee, after being notified that such lawsuit has been started, shall defend such lawsuit

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**Louise Long**

at no expense to the City; and if, in such lawsuit, a final judgment is rendered against the City, or against the City and the Permittee, jointly, the Permittee shall promptly satisfy such judgment.

The Permittee's liability under the indemnification agreement shall not be reduced by any City negligence; provided, that nothing shall require the Permittee to indemnify the City against the sole negligence of any City officer, employee or agent acting within the scope of such person's employment. The permit holder also waives, with respect to the City only, its immunity under RCW Title 51, Industrial Insurance of the Revised Code of Washington.

13. **Insurance:** The Permittee shall, at its sole cost, maintain continuously throughout the period of the event (including any move-in and move-out period) the following insurance during the term of the Contract:
- a) **Commercial General Liability insurance**, including premises/operations and (if applicable) Liquor Liability. The minimum limits of liability shall be \$1,000,000 each occurrence combined single limit bodily injury and property damage (“CSL”).
  - b) If any vehicle is used in the conduct of the Permittee’s business, **Automobile Liability insurance**, including coverage for owned, non-owned, leased or hired vehicles as necessary. The minimum limits of liability for Bodily injury and property damage shall be \$1,000,000 CSL.
  - c) The Permittee shall, if required, insure its liability for industrial injury to its employees in accordance with the provisions of Title 51 of the Revised Code of Washington. The permit holder shall be responsible for Workers’ Compensation Insurance for any subcontractor it may use or hire for purposes of this permit activity. The insurance required under items (a) and (b), above, shall be endorsed to include The City of Seattle, its officers and agents as an Additional Insured on ISO form CG2026 (or equivalent), and shall not be reduced or cancelled without forty-five (45) days prior written notice to the City.
  - d) The Permittee’s insurance shall be primary as respects the City, and any other insurance maintained by the City shall be excess and non-contributing with the Permittee’s insurance.
  - e) No use of the premises shall be permitted until the Department receives a certificate of insurance with a copy of the additional insured provision for the CGL insurance documenting that the “City of Seattle” is an Additional Insured for primary and non-contributory limits of liability on ISO Form CG 20 26 or equivalent.

**Park Use Permits will not be issued without approved insurance.**

# Half Marathon Race

Start: 7:00 AM





Reverend UG  
Murphy Fishing Pier

Andrews Bay

# 10K Race

Start: 9:30 AM

Huckleberry Trail

Windfall Trail

Sq̄ēbēqs̄ed Trail

Seward Park Shelter #3

Seward Park  
Amphitheater

Seward Park  
Recently viewed

Seward Park Rd

Jet Ski Beach

Seward Park  
Tennis Courts



**PLEASE NOTE  
LAKE WA BLVD  
CLOSED TO  
VEHICLE TRAFFIC.**







# Seattle Parks & Recreation

## Information Booth Report [For booths that have no sales]

As part of a special event, booths have a charge of \$30.00 or 10% of sales, *whichever is greater*.  
Booths that do not have any sales are charged \$30.00.

**Note:** Report must be filled out in ink.

**Festival Park/Rental #:** Park Rental # R or Park

**Name of Festival:** \_\_\_\_\_ **Date of Event:** \_\_\_\_\_

**Business/Booth Name:** \_\_\_\_\_

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

**Phone:** \_\_\_\_\_

Amount Due Parks Department = \$30.00

\*\*\*\*\*

### CERTIFICATION

I, the undersigned, do hereby certify, under penalty of perjury, that no sales were conducted in the above named booth.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**Print Name:** \_\_\_\_\_

**Remit report within 10 business days to:**

[Parkusepermits@seattle.gov](mailto:Parkusepermits@seattle.gov)

The 10% fee will be applied to your account

You will receive an email to log into your account

And make payment

**If you must pay by Check:**

Make check to: 'City of Seattle'

Event Scheduling

300 Elliott Ave W

Seattle, WA 98119

Permit Number:  
**7032249-NV**



# CITY OF SEATTLE

## Noise Variance

Seattle Department of  
Construction and  
Inspections  
700 Fifth Ave, Suite 2000  
PO Box 34019  
Seattle, WA 98124-4019  
(206) 684-8600

**Site Address: 5900 LAKE WASHINGTON BLVD S SEATTLE, WA 98118**

**Location:** Seward Park

### APPLICANT

Seattle Marathon Association  
PO Box 31849  
Seattle, WA 98103  
Ph: (206) 729-3660

**Primary Applicant**

### CONTRACTOR

Seattle Marathon Association  
PO Box 31849  
Seattle, WA 98103  
Ph: (206) 729-3660

**Application Date:** 06/24/2024

**Issue Date:** 06/24/2024

**Expiration Date:** 06/29/2025

### Post Issuance

**Fees Paid:** \$269.85

**As of Print Date:** 04/24/2025

**Description of Work:** Seattle Marathon Association is hosting a fun running event at Seward Park on June 21, 2025. Distances offered for participants include a 5k, 10k, half marathon and a kids' fun run. There will be vendors and snacks at the finish line festival. This event is open to the public.

**PERMIT SUBMITTED ONLINE**

**Noise Variance Type:** Temporary  
**Proposed Start Date:** Saturday, June 21, 2025 6:00 AM  
**Proposed Stop Date:** Sunday, June 21, 2025 2:00 PM  
**Noise Reviewer:** Anthony Jagow

### Noise Variance Conditions:

1. Notify all adjacent residential use properties 72 hours in advance of starting project.
2. No pure tone backup-warning devices after 10:00 PM and before 7:00 AM weekdays, or 9:00 AM weekends, the contractor may use a broadband alarm or back observer (not a flagger, see WAC 296-155-610(2) (e) (ii)) in lieu of pure tone backup warning devices.
3. Use radios for long range communication between crews.
4. Point speakers away from residential properties.
5. Please have a responsible member of your staff keep a copy of this variance in his/her possession during the above noted project and be willing to display it to any member of the Seattle Police Department or the Department of Construction and Inspections (SDCI) to recognize that a legal variance exists.

Permission is given to do the above work at the site address shown, according to the conditions hereon and according to the specification pertaining thereto, subject to compliance with the Ordinances of the City of Seattle. Correct information is the responsibility of the applicant. Permits with incorrect information may be subject to additional fees.

**THIS PERMIT MUST BE CONSPICUOUSLY POSTED AT THE WORK SITE**