



EVERYONE WELCOME!

LOCATED ON LYNDALE AVE. S.
(22nd St. W. - 42nd St. W.)

SATURDAY • AUGUST 24 • 11AM - 5PM

BROUGHT TO YOU BY



2024 PARTICIPATION GUIDE - OPEN STREETS LYNDALE

STEP 1:	Review all this info in the Participation Guide
STEP 2:	Register online
STEP 3:	Submit Minneapolis food permit and/or Operator Certificate of Compliance, (ST19) form by the 7/28 deadline (If applicable)
STEP 4:	Look for an email two weeks before each event with your assigned location and event details
STEP 5:	Arrive, set up on the street, and have fun!

QUESTIONS? CONTACT US:

Jill Osiecki
Director of Programming

Judy Hippe
Program Coordinator



www.UptownMinneapolis.com
info@uptownminneapolis.com





ABOUT OPEN STREETS

Open Street events collaborate with the City of Minneapolis to temporarily shut down major thoroughfares, transforming them into vibrant spaces for biking, walking, rolling, and fostering connections among neighbors and local businesses.

Each Open Streets Minneapolis event sees a dynamic blend of local businesses, artists, and community groups coming together to infuse the streets with public art, dance performances, pop-up shops, games, and various activities, offering a lively showcase of Minneapolis' diversity, creativity, and culture.

Individuals and groups are invited to register for a street spot to showcase, sell, promote, entertain, or provide family-friendly activities or programming. Whether you're a local business, artist, community group, or simply someone with a story to share, all are encouraged to participate and contribute to the vibrant atmosphere. From live music to interactive art, fitness demonstrations to food vendors, and everything in between, creativity knows no bounds at Open Streets Minneapolis. Let's think outside the box and make it an unforgettable experience for all!

GOALS

Open Streets events help the City reach many goals around:

- Public health
- Community engagement
- Active transportation

Our goals are to:

- Grow community connections
- City pride and engage the community
- Celebrate our diverse city
- Inspire healthy living
- Stir interest in local business
- Encourage people to move around

VISION

During Open Streets, our local businesses, artists, and community groups come together to turn the streets into a special space. It's a place where people can come to enjoy and celebrate our city's diversity and creativity.

You can do this all while:

- Walking
- Biking
- Rolling

OPEN STREETS LYNDAL S. | August 24, 2024
OPEN STREETS NICOLLET AVE. | September 28, 2024
OPEN STREETS WEST BROADWAY | September, 21, 2024

<https://www.minneapolismn.gov/government/programs-initiatives/open-streets/>

HOW TO PARTICIPATE IN OPEN STREETS

Anyone can sign up for a spot on the street to sell, promote, engage, entertain, or provide other family-friendly activities or programming!

Be creative and think outside the box! All fun, engaging, and family-friendly activities are welcome. Have questions about an activity idea? Contact us: 612-823-4581 / info@uptownminneapolis.com

PARTICIPANT CATEGORIES & FEES

Participation Category	Description	Fee
Registration Fee	Individuals, businesses, and organizations located on the event route (within 1/2 mile). Register for your 10x10 space, including listing on the official online map and activities.	\$40
Makers Market Vendor	Home-based crafters, artisans, makers from Minnesota (hand-made items only)	\$50
Minneapolis Participant	Individuals, businesses, and organizations located in the city of Minneapolis.	\$250
Food Vendor	For food trucks or food vendors that do not qualify as an On-the-Route Participant, Neighborhood Participant, or Makers Market Vendor	\$300
Nonprofit Participant	501(c)3, 501(c)4, political, and government entities	\$100
Municipal Participant	Departments and entities governed by the City of Minneapolis.	FREE

REGISTRATION DEADLINE: SUNDAY, JULY 28

PERFORMERS:

Musical, performance art, dancers, etc. are all welcome to participate FREE of charge. Please contact us to schedule your space, location, and timing: 612-823-4581 / info@uptownminneapolis.com

FOOD AND BEVERAGE PERMITS

If you are selling or giving away food or drink, as a food truck/booth vendor or Makers Market vendor you will need to submit a food permit. To apply for a Minneapolis Short Term Food License application for the Lyndale Open Streets Event, please use the following link: <https://app.smartsheet.com/b/form/f282d016d6694c91aaf4aa660379a4e4>

All applications must be entered by July 26, 2024. Please enter complete information and if there are questions about your application or permit, you will be contacted by the Minneapolis Event Permitting office. All permitting costs are covered by your Open Streets MPLS participation fee. If you do not fit in one of the categories listed below, you will apply for a Short Term Food Vendor Permit.

- Cottage Food Producer Registration (from the Minnesota Dept. of Agriculture)
- Minneapolis Seasonal Food Permit
- Minneapolis Food Truck (Mobile) License
- Exempt Vendors (Product of the Farm or Pour-Only Vendors)

You are responsible for complying with the City's guidelines for dispensing food at events. See page 10 of the Short Term Food Permit for more details. You will be inspected by the City of Minneapolis at Open Streets Minneapolis. The City of Minneapolis will enforce closure and fines for unpermitted vending and food safety violations. For questions on food safety, contact the Minneapolis Health Department at 612-673-3000. All food booth/Makers Market food vendors must attend an online food safety class. Food Trucks who already are licensed with the City of Minneapolis, are exempt. Please use the following link to register and complete the online Food Safety Class: [Training Link](#) After completion of course, each vendor must email certificate of course completion to judy@uptownminneapolis.com prior to July 26, 2024 in order to attend event. Any food vendor who is required to take the class but has NOT prior to the event will not be allowed to attend.

Approved food distributors will receive a confirmation email a few days before the event confirming the City has approved your participation. Ensure you have your permit at the event. If you have a Mobile Food Vehicle license, Limited Mobile vendor license, or Seasonal Food Permit license from the City of Minneapolis, ensure you know your license number. (format LICXXXXX).

When setting up, complete the Event Food Booth Self-Inspection Checklist on pages 8 and 9 of the Short Term Food Permit. Avoid common food code violations by:

- Ensuring you have hand washing if you have open food
- Ensuring you have mechanical refrigeration for potentially hazardous foods
- Not touching food that is ready to eat with bare hands

All approved food vendors must have printed copies of the Food Vendor checklists and Food Vendor Guidelines on site during the event.

SECURING A FOOD PERMIT FOR PRIVATE PROPERTY

Open Streets Minneapolis cannot provide food permits for activities on private property. If you are thinking of selling or giving away food or beverage on private property or any space not on the street or sidewalk, you must contact Minneapolis Environmental Health well in advance to determine what permits would make this possible:

EnvironmentalHealthPermit@minneapolismn.gov or 612-673-3000.

The City of Minneapolis will enforce closure and fines for unpermitted vending and food safety violations.

SECURING A FOOD PERMIT FOR IMMEDIATELY OUTSIDE YOUR RESTAURANT

If you are a licensed restaurant along the route that will apply for an expansion of license, contact your Business Licensing Inspector or Minneapolis Environmental Health. Restaurants with the proper expansion of license usually still need food permits. Businesses who apply for an expansion of license must receive approval from Open Streets Minneapolis.

ALCOHOL SALES AT OPEN STREETS MINNEAPOLIS EVENTS

Overall, Alcohol sales are not permitted at Open Streets Minneapolis events. The only exceptions apply to businesses on the route who secure an expansion of license from the City of Minneapolis (see above). If businesses are unable to keep alcohol within a secure perimeter around their expanded license area, Open Streets Minneapolis will disallow alcohol sales by that vendor for the remainder of the event.

OPERATOR CERTIFICATE OF COMPLIANCE (ST19) FORM FOR SALES

If you are selling anything at Open Streets Minneapolis, including food or drink, you must email an Operator Certificate of Compliance (ST19) form to info@uptownminneapolis.com. Do not send it to the Minnesota Department of Revenue. See the Dates and deadlines section for ST19 submission deadlines.

AMPLIFIED SOUND AND MUSIC

A limited number of participants may amplify sound at Open Streets Minneapolis. Amplified sound means anything loud enough to impact conversations more than 25 feet away. If this applies to your activities, you must specify you intend to use amplified sound when completing the Open Streets Minneapolis registration form. We fit as many amplified sound sources in as we can while maintaining at least 300 feet between sources to minimize sound overlap. Amplified sound locations are assigned on a first-come, first-served basis.

To respect our neighbors and comply with City ordinance, all amplified sound at Open Streets Minneapolis must not exceed 85 dB(A) measured 20 feet from the source. This is well below typical outdoor concert levels. Don't have a sound level meter? We can measure during the event or you can take advantage of the many free sound level meter mobile apps.

You do not need a sound permit; Open Streets Minneapolis holds the necessary sound permits for the entire event. Open Streets Minneapolis does not provide or facilitate electricity access.

MATERIALS & ELECTRICITY ACCESS

Open Streets Minneapolis does not provide any materials. Participants (you) are responsible for bringing everything you need for your activities. You may bring a tent, tables, chairs, games or other non-dangerous movable materials.

Open Streets Minneapolis does not provide electricity access. If you require electricity, you may independently coordinate electricity access with a business on the route or may bring a generator. Propane tanks for generators may not exceed 20L in volume.

FINDING YOUR ASSIGNED SPOT ON THE STREET

Prior to the event, you will receive an email with a link to the event map that includes your exact spot on the street. If your activities require a food permit or an Operator Certificate of Compliance (ST19) form for sales, we will not assign your spot until we have received everything we need.

Many factors are considered when determining your location, including:

- Your request for a specific location (submitted when completing registration - we will try our best).
- Ensuring activities are appropriate for their location and respectful to residents and businesses.
- Allowing entities located on-route to have the space outside their building or storefront.
- Choosing a location that fits your planned activities.
- Spacing out mobile food vendors and programming evenly throughout the route.
- Ensuring amplified sound locations are at least 300 feet apart.
- Assigning locations in order of sign up; first-come, first-served.
- Ensuring the overall event layout meets legal and safety requirements.

By default, each spot host has a 15 foot by 15 foot space on the street for your activities. You can request more space at sign up. We can almost always accommodate requests for more space. Your location and a description of your activities you provide at sign up will be placed on a public digital event map on the Open Streets Lyndale website.

EVENT LOGISTICS & SCHEDULE

All materials must be at your assigned location by 10:30 AM and cleared from the street before 5:30 PM. It is your responsibility to be mindful of time constraints and adhere to that schedule.

9:00 AM - 10:30 AM | MATERIALS DROP OFF

- Anytime between 9:00 AM and 10:30 AM, you may drop off materials in the parking lane or on the boulevard (be respectful of gardens and plantings) adjacent to your assigned spot on the street.
- You may also move participating motor vehicles (e.g. food trucks) into place during this time.
- Do not place anything in travel lanes or obstruct the flow of traffic at this time.
- With the exception of vehicles participating in the event, no parking is allowed on the event route from 9:00 AM to 5:30 PM.
- All motorized vehicles dropping off materials must be removed from the route by 10:30 AM.
- All motorized vehicles participating in the event must be in place by 10:30 AM.

10:15 AM - 10:30 AM | STREET CLOSURE

- At 10:15 AM, Minneapolis Police will begin closing the route to motor vehicle traffic.
- By 10:30 AM, the entire route will be closed to motor vehicle traffic.
- Once your section of the street is closed, you may move materials into the street.
- Do not place anything within 10 feet of the center of the street.
- After the street is closed, you may not drive motor vehicles on the event route.

11:00 AM - 5:00 PM | DURING THE EVENT

- After Minneapolis Police have closed your section of the street to motor vehicle traffic, you may set up materials in the street.
- Food, water, portable toilets and fun can be found throughout the event.
- In case of emergency, call 911 and specify that you are at Open Streets Minneapolis.

BEFORE 5:30 PM | TEARDOWN

- Motor vehicle traffic will be back on the street at 5:30 PM sharp.
- All materials must be removed from travel lanes before 5:30 PM.
- It is your responsibility to ensure you begin packing up with enough time to be finished by 5:30PM. Because teardown times range from 5 to 90 minutes, we do not have a uniform teardown time.

5:30 PM | TRAFFIC RETURNS

- Police begin opening the street to motor vehicle traffic at 5:30 PM.
- Ensure all of your materials are removed from travel lanes before 5:30 PM.
- After traffic has returned to the route, you may move motor vehicles participating in the event.

INCLEMENT WEATHER

Open Streets Minneapolis goes on rain or shine. If severe weather threatens the event, the start time may be delayed or the event may end early. Any changes to start or end times will be announced to the general public on all social media platforms.

In the event of a start delay, participants will receive an email by 9:00 AM the morning of the event. If the event is to end early, Open Streets Minneapolis staff and volunteers will notify all participants in-person along the route.

POLICING AT OPEN STREETS MINNEAPOLIS

Open Streets Minneapolis is a program of the City of Minneapolis. To support the Open Streets Minneapolis events, the City of Minneapolis provides street closure support. The City utilizes Traffic Control and Minneapolis Police Department personnel to close city streets for all Open Streets Minneapolis events.

POLICIES

By participating in Open Streets Minneapolis, I agree to the following:

1. To obtain a dedicated spot on the street during the event to distribute food, sell things, or conduct other approved activities, individuals or entities must complete the Open Streets Minneapolis registration form (non-refundable fee).
2. Any individual or group is free to participate in Open Streets Minneapolis without completing the Open Streets Minneapolis registration form if they are actively moving by biking, walking, skateboarding, etc. within the public right-of-way and not distributing food or beverage, selling anything, or engaging in illegal or dangerous activity.
3. All persons or entities distributing food or beverage within the public right-of-way at Open Street ("food vendor") must be approved by the City of Minneapolis to distribute food or beverage at Open Streets Minneapolis and be listed on the Event Food Sponsor Permit.
4. As the event sponsor, the Uptown Association will apply to the City on behalf of the food vendor for permission to distribute food or beverage at Open Streets Minneapolis. The Uptown Association will not apply on behalf of vendors with incomplete or inaccurate information. The City has sole authority to approve or deny applicants.
5. The Uptown Association will notify all food vendor applications of their approval or denial prior to the event. Food vendor applications denied by the City of Minneapolis are not allowed to participate in the event for which they applied. Food vendors may not apply for or seek permission to distribute food or beverage at Open Streets Minneapolis without The Uptown Association's knowledge and consent.
6. All food booth/Makers Market food vendors must attend an online food safety class. Food Trucks who already are licensed with the City of Minneapolis, are exempt. A link will be provided for you to register for the online Food Safety Class. Any food vendor who is required to take the class but has NOT prior to the event will not be allowed to attend.
7. Food vendors must comply with all City of Minneapolis requirements, including completing the day-of Event Food Booth Self-Inspection (see page 4 of the Short Term Food Permit Application).
8. All approved food vendors must have printed copies of the Food Vendor Checklists and Food Vendor Guidelines on site during the event.
9. Food vendors using tents must not place liquid propane tanks under the tent, a 2A10BC fire extinguisher must be on hand, and each leg of the tent must have 30 pounds of weight.
10. Food vendors will be inspected by the City of Minneapolis. Food vendors found not in compliance with relevant food health and safety standards may receive a citation or be asked to leave the event. All questions regarding food safety and regulations need to go directly to the Minneapolis Health Department at 612-673-2301 or health@minneapolismn.gov
11. The food vendor is responsible for any penalties--financial or otherwise--as a result of incomplete or inaccurate license or permit information or health or safety code violations or infractions by that food vendor at Open Streets Minneapolis. The food vendor is also responsible for any penalties received by the Uptown Association--financial or otherwise--a result of incomplete or inaccurate license or permit information or health or safety code violations or infractions by that food vendor at Open Streets Minneapolis.
12. If you are selling anything at Open Streets Minneapolis, you must complete the Open Streets Minneapolis registration form and submit an Operator Certificate of Compliance (ST19) form. The seller is responsible for any penalties--financial or otherwise--as a result of incomplete or inaccurate information on their Operator Certificate of Compliance (ST19) form or other violations or infractions by that seller at Open Streets Minneapolis.
13. Payment, food permits, and Operator Certificate of Compliance (ST19) form must be submitted by the registration deadline.
14. The Uptown Association and Open Streets Minneapolis reserves the right to refuse participation to and/or remove from any or all Open Streets Minneapolis event any individual, group, or entity that violates any Open Streets Minneapolis policy, engages in illegal activities, or exhibits behavior deemed dangerous, disrespectful, inappropriate, and/or offensive by the Uptown Association staff.
15. Open Streets Minneapolis events are held as safer spaces. As a participant, you agree to support the following statements: All identities are welcome here. We all work together to create safer spaces. Bigotry will not be tolerated.