



BLOCK PARTY / STREET CLOSURE REQUEST FORM

DATE OF APPLICATION

APPLICANT INFORMATION (Primary Contact Person)

Name		E-mail	
Address		Phone	

BLOCK PARTY / STREET CLOSURE INFORMATION

Date	Start Time	AM / PM	End Time	AM / PM
Street To Be Closed				
Street Closed From (Intersection)				
Street Closed To (Intersection)				
Will There be Music? Yes / No	If Yes, Describe (e.g. band, DJ, stereo)			

- Closure requires City Council approval. City Council meetings are the 1st and 3rd Tuesday of each month. Applications must be received 6 days prior to the Council meeting.
- Street closures are restricted to 10:00 a.m. and 11:00 p.m.
- Include a map of the surrounding area showing the street(s) to be blocked off.
- Every resident affected by the closure must sign the attached Resident Authorization Form.
- A minimum of four barricades are required for each event (two on each end of the street closure). Vehicles, sawhorses, barrels and other items are not allowed to be used to block off a street.
- City Employees will set the barricades on the corner of the closed intersection prior to the event. Applicant is responsible to set barricades out.
- After the event, Applicant will remove barricades and set back on the corner of the closed intersection for City Employees to pick up.
- No parking is permitted in front of the barricades during the event.
- Access must be granted to all emergency vehicles.
- Applicant is responsible for clearing the street of debris after the party.
- Applicant is responsible for complying with City Ordinances and State Statutes regarding noise, liquor and fireworks.
- Applicant / Primary Contact Person is responsible for the event and will be the contact in case of emergency or other issues. If at any time the event becomes disruptive, this permit may be revoked and future requests may be denied.

I, the undersigned applicant, have read and understand this application, and have submitted all required documents and I understand my responsibilities.

Signature		Date	
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