

# NEIGHBORHOOD BLOCK PARTIES

Date of Request : \_\_\_\_\_ Date of Block Party : \_\_\_\_\_

Re: Neighborhood Block Party Request for Street Closing

We request permission to block off \_\_\_\_\_ Street between \_\_\_\_\_ Street and \_\_\_\_\_ Street between \_\_\_\_\_ AM/PM and \_\_\_\_\_ AM/PM on \_\_\_\_\_, for purposes of a neighborhood block party.

We have received a copy of the guidelines for neighborhood block parties and understand the conditions.

**I have received and read the guidelines for neighborhood block parties and understand the conditions.**

<u>Print Name</u>	<u>Signature</u>	<u>Address</u>	<u>Phone #</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

## GUIDELINES

One or more residents of Windsor Heights present a written petition requesting such an event.

- 1 The event will be hosted by at least three owners of property on a particular street.
- 2 The residents hosting the event agree to the following:
  - a) To obey all state and municipal laws relating to use or consumption of alcoholic liquor, beer, or wine;
  - b) To obtain and return barricades of the type and number required by the Director of Public Works for the event;
  - c) To utilize no immobile obstacles that would limit or slow access of emergency vehicles; and
  - d) To allow continued access by any property owner to his or her property during the event.
- 3 The event is to be held only on weekends or holidays between the hours of 10:00 a.m. and 11:00 p.m.
- 4 The event will create neither undue problems for local traffic nor undue risk to the safety and welfare of nearby residents.
- 5 The street requested to be closed is classified as a local residential street.
- 6 The participating residents are responsible for any damage to City equipment and/or facilities caused by the party.

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Approved by:

Date:

\_\_\_\_\_  
City Administrator

\_\_\_\_\_  
Police Chief

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

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