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.

Print Name	Signature	Address	Phone #

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