



City of Windsor Heights

www.windsorheights.org

1145 66th Street, Suite 1 • Windsor Heights, Iowa 50324

Phone 515-279-3662 • Fax 515-279-3664

BLOCK PARTY PERMIT APPLICATION

Date of Request : _____ Date of Block Party : _____

Re: Neighborhood Block Party Request for Street Closing

We request permission to block off _____ (St.) between _____ (St.) and _____ (St.)
between _____ AM/PM and _____ AM/PM on _____, for purposes of a neighborhood block party.

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

Print Name

Signature

Address

Phone Number

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

GUIDELINES

1. One or more residents of Windsor Heights present a written petition requesting such an event.
2. The event will be hosted by at least three owners of property on a particular street
3. 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.
4. The event is to be held only on weekends or holidays between the hours of 10:00 AM and 11 PM.
5. The event will create neither undue problems for local traffic nor undue risk to the safety and welfare of nearby residents.
6. The street requested to be closed is classified as a local residential street.
7. The participating residents are responsible for any damage to City equipment and/or facilities caused by the party.

Approved by:

Date:

Fee Amount: \$40.00

City Administrator

Payment taken by (City rep)

Police Chief

Date

Fire Chief

Public Works Director