# BLOCK PARTY POLICY

Neighborhood parties may be held with the following restrictions:

1. Streets may be blocked off only in dead-end or cul-de-sac areas with the written permission of everyone on that street and all other neighbors affected by such closure. No through streets may be blocked off.

2. Permission from the fire and police departments to ensure proper notification in case of emergency is required. ***(Once request form is filled out, bring to Village Clerk's office and the Clerk will give to the fire and police department for approval.)***

3. Activities may be planned and take place on a blocked-off street only with the understanding that cleanup will be the responsibility of all neighbors involved and will occur promptly with the end of the party.

4. Any complaints regarding safety, noise, behavior or other disruption will be dealt with immediately. There will be no special privileges granted.

5. One or two persons shall be designated as primary contacts for the party.

6. Approval of all requests will only happen after all above points have been addressed and the request form as provided below is completed.

**Return the completed form to the Village Clerk's Office at the Village Hall . This must be completed 30 days in advance to obtain Village Board approval.**

Policy adopted September 7, 1999.

# BLOCK PARTY REQUEST

**LOCATION:**_____

**DATE:**_____ **TIME:**_____

**SPECIAL ACTIVITIES PLANNED:**_____

_____

**CONTACT PERSONS: (include name & phone #)**_____

_____

_____

**THE UNDERSIGNED HAVE READ AND AGREE TO ABIDE BY VILLAGE RESTRICTIONS ON BLOCK PARTIES. (Add additional pages if needed)**

**NEIGHBORS AFFECTED MUST SIGN BELOW:**

| NAME | ADDRESS | PHONE |
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**APPROVAL: (Office Use Only)**

_____ _____

Police Dept. Date Fire Dept. Date

_____ _____

Village Board Date

Approved Request Provided to Public Work's Dept. _____