

CITY OF BURLINGTON

BLOCK PARTY / STREET CLOSURE APPLICATION

Application to allow for a Street Closure during a Block Party or Special Event

FOR OFFICE USE ONLY:

Permit No. _____ Date Issued: _____

Date Received: _____

Date forwarded to PD/FD/DPW: _____

Detailed Map Attached Neighborhood Notification Form Attached (if applicable)

APPLICATION CHECKLIST:

- Application:** A written request shall be filed with the City Clerk at least 10 calendar days prior to the requested date.
- Neighborhood Notification:** Such request shall specify the street, date and hours of the neighborhood block party and *shall have attached to it the written consent of 100% of all property owners or occupants of property fronting on the affected street.*
- Map Requirement:** Please include a map or diagram of where you plan to close the street and hold the event.

EVENT ORGANIZER INFORMATION

Applicant Name: _____ Date of Event: _____

Purpose of Event: _____

Address: _____

Phone: _____ Email: _____

Person In Charge of Event: _____

On-Site Contact: _____ On-Site Phone: _____

DETAILED EVENT INFORMATION

Event Set Up Date: _____ Time: _____

Start Time For Event: _____ a.m./p.m. End Time For Event: _____ a.m./p.m.

Barricades Needed*? Yes No Amount Needed & Locations: _____

**This may result in a fee*

Will A Temporary Structure or Tent Be On-Site? Yes No Does the Tent have Sidewalls? Yes No

Person(s) Responsible for Clean Up After the Event: _____

Will Your Event Involve Live Performances, Loud Speakers or a DJ*? Yes No

**Per Section 219-2A(7) of the Municipal Code, loudspeaker or sound-amplifying devices shall not be used between the hours of 10 PM to 8 AM and privileges may be revoked if the volume becomes a nuisance.*

ADDITIONAL NOTES:

INDEMNIFICATION STATEMENT

The above-named Applicant shall, and hereby does, agree to indemnify and hold harmless the City and its officials, officers, employees, and agents, from and against any claims, actions, damages, judgments, costs, and expenses (including, but not limited to, reasonable actual attorney fees), and any other liability of any nature whatsoever, that may arise, directly and/or indirectly, as a result of the Applicant’s use of this Permit. This indemnification is being given in partial consideration for the issuance of this present Permit to Applicant.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

CITY OF BURLINGTON STAFF USE ONLY

POLICE DEPARTMENT REVIEW

Approval Recommended: YES NO
Police Hours Required: _____
Estimated Fee for Police Service: _____
Reviewed By: _____
Date: _____

Comments and/or Stipulations for Event:

PUBLIC WORKS DEPARTMENT REVIEW

Approval Recommended: YES NO
Hours Required: _____
Estimated Fee for DPW Service: _____
Reviewed By: _____
Date: _____

Comments and/or Stipulations for Event:

FIRE DEPARTMENT REVIEW

Approval Recommended: YES NO
Hours Required: _____
Estimated Fee for BFD Service: _____
Reviewed By: _____
Date: _____

Comments and/or Stipulations for Event:

ADDITIONAL NOTES:

