

BLOCK PARTY REQUESTS

1.0 POLICY:

To describe the procedures involved in responding to citizen requests for permission to hold block parties.

2.0 ORGANIZATIONS AFFECTED:

Police Department and Public Works

3.0 RESPONSIBILITY:

The Police Department shall be responsible for accepting requests for Block Parties. When requested by the Police Department, Public Works shall provide barricades.

4.0 PROCEDURES:

4.1 All requests for permission to hold a block party shall be made through the Police Department and must be approved in advance. Request Forms may be obtained by contacting the Police Department. Applicants shall be informed that the City of New Hope assumes no legal responsibility for this event. All applications shall be made on a standard form and must be signed by all property owners who would be affected by barricades or noise levels.

4.2 Citizens holding a block party are required to coordinate with Public Works to obtain barricades. Citizens must request barricades 72 hours in advance of the event. Barricades will be delivered by Public Works if available and placed on the boulevard. The block party organizers will place the barricades in the street at the appropriate time. If no barricades are available, party organizers must rent barricades from a private vendor. Barricades must be lighted after dark. Automobiles, chairs, boards, etc. are not acceptable methods of closing a street. Streets may only be barricaded during such time as is set by the Police Department.

4.3 If a driver insists on being allowed through a barricaded public street, he/she must be allowed access.

4.4 Noise levels must remain within limits acceptable to neighboring property owners.

4.5 Barricades must be removed from the street and placed in the boulevard immediately upon the expiration of the time period approved for closing the street. Public Works will pick up the barricades the next working day after the event.

4.6 The participants in a block party are solely responsible to complete all necessary clean up.

5.0 APPENDIX:

Appendix A - Block Party Petition

BLOCK PARTY REQUEST FOR BARRICADES

TO: John Blasiak
FROM: Officer Nichole Korth
RE: Request for Barricades
DATE: _____

Date the barricades will be used: _____

Location the barricades will be used: _____

Location to drop off barricades: _____

Contact person requesting barricades: _____

Number of barricades needed: _____

Special Instructions: _____
