



City of Sacramento Neighborhood Block Party Application

Sacramento City Code 12.16

Organizer(s) Information

Name		
Street Address		
City, State, ZIP Code		
Day Phone		
Fax Phone		
E-Mail Address		
Contact Person "on site" day of		Cell Number:

Neighborhood Block Party Information

Block Party Date		
Block Party Hours	Start:	End:
Set-up	Date:	Time:
Break Down	Date:	Time:
Name of Street to be closed:		
Between (Street Name):		And (Street Name):

Diagram

Please draw a diagram of proposed street closure:

Neighborhood Block Party Description

What is the purpose of your neighborhood block party?

What is your expected attendance?

Will your neighborhood block party have amplified sound? If yes, please describe:

Does your neighborhood block party involve the sale or consumption of alcoholic beverages? If yes, please describe:

Will there be food at your neighborhood block party? If yes, please describe:

Will items or services be sold at the neighborhood block party? If yes, please describe:

Will your neighborhood block party be advertised? If yes, please describe:

How will residents be notified of proposed street closure?

Will any apartment complexes be affected? If yes, please describe:

Rules and Regulations

- Neighborhood events, such as block parties, provide neighbors a unique opportunity that can be found nowhere else. At such an event members of a community are given a chance to gather and create a community of friends rather than mere acquaintances.

A street may be closed for a neighborhood block party if it meets the following qualifications:

1. The street is a cul-de-sac, dead end or circular street;
2. The section being closed is less than a half mile in length and is intersected by two other residential streets.

A street may not be closed if one of the following conditions exists:

1. Speed limit on the street is greater than 25 miles per hour;
2. Street is an arterial street with more than two lanes;
3. Street has a bus stop.

- All businesses or residential property owners or lessees within the street closure area shall give their acknowledgement in writing to the person or organization seeking the permit on the Resident Petition Form (page 5). The name, address, phone number and approval/disapproval of each person who is either a property owner or lessee within the requested barricaded area must sign the Resident Petition. **You must obtain a minimum of 80% approval from these individuals for your permit application to be considered.**
- A non-refundable \$20 permit processing fee is required at the time the application is submitted to the City of Sacramento. Reservations may be made a maximum of 1 year in advance and must be made a minimum of 20 business days in advance. Reservations made less than 20 business days in advance are subject to late fees of \$5 per day. Applications will not be accepted fewer than seven business days prior to the proposed neighborhood block party date.
- A copy of photo identification (California Driver's license or I.D. card) of the applicant and the responsible person will be required to complete the application process.
- All debris and trash must be removed from an event site immediately after the event. Failure to do so may require the City to call upon the City Solid Waste Department. All expenses will be the responsibility of the event applicant. The applicant is required to provide recyclable receptacles at the event. When the applicant uses City recyclable receptacles all rights of ownership are forfeited. All expenses will be the responsibility of the event applicant.
- Only readily removable barricades may be used for street closures, and a 20-ft lane of clearance is required for emergency vehicle access at all times. The applicant is responsible for acquiring barricades for a street closure. Consult the yellow pages of your telephone directory under barricades for rental.
- The applicant(s) shall assume and reimburse the City for any and all costs and expenses determined by the City to be unusual or extraordinary, and related to the event for which the permit is sought, including but not limited to:
 - A. The cost of providing, erecting, and moving barricades and/or signs;
 - B. The cost of providing and moving garbage or waste receptacles;
 - C. The cost of city personnel who are required by the City to work overtime hours.

