

City of Bellaire

BLOCK PARTY PERMIT

TEMPORARY STREET USE REQUEST FORM FOR BLOCK PARTY

Only those temporary street closings not interfering with necessary traffic circulation and police or fire emergency vehicle routes shall be permitted.

DATE _____

NAME OF APPLICANT _____

ORGANIZATION _____

ADDRESS _____ Email: _____

PHONE # _____ FAX# _____

EVENT DATE _____ BEGIN TIME _____ END TIME _____

LOCATION OF BLOCK PARTY:

STREET	FROM	TO
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COMMENTS: Please provide estimated residents attendance _____

EVENT HOLDER IS RESPONSIBLE FOR BARRICADES ON CLOSED STREETS DURING EVENT AND BARRICADES ARE REQUIRED TO BE MANNED BY AN ADULT AT ALL TIMES.

ACCESS TO CLOSED STREETS MUST BE PROVIDED FOR EMERGENCY VEHICLES (AMBULANCE OR FIRE TRUCK) IN CASE OF AN EMERGENCY.

Permission of affected residents is required. Submit a written request with a petition with signatures of those affected by the closure. Submit written request three weeks in advance of the block party.

Please return completed forms to:

Cheryl Bright
Community Relations
City Manager's Office
cbright@bellairetx.gov
(713) 662-8286

or **City Hall Receptionist**
City of Bellaire
Chreceptionist@bellairetx.gov
(713) 662-8222

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POLICIES AND PROCEDURES FOR BLOCK PARTY

The following policies and procedures shall govern the closing of public streets for block parties:

- The Director of Public Works shall have authority to approve all requests for block parties and the closing of streets for same.
- Requests for block parties shall be directed to the Director of Public Works or his designee at least three (3) weeks in advance of the day set for the party.
- The Public Works Director shall coordinate approval of requests for block parties with the Police and Fire Department.
- No major streets shall be closed for block parties. Such streets to be determined by the Director of Public Works.
- Only one (1) block can be closed for each individual block party.
- Street can be closed to traffic for no longer than four (4) hours.
- There can be no more than four (4) block parties on any one 1 weekend or weekday within the city limits.
- No block party shall begin before the hour of 10:00 a.m. or extend beyond the hour of 10:00 p.m.
- The City reserves the right to open the street to traffic at any time.
- Barricades shall be provided by the City and such barricades shall be used to close the street.
- The City may require that an off-duty officer be hired.
- Alcoholic beverages may not be made available on public property or right-of-way. Consumption of alcohol must be confined to private property.
- All affected residents must sign the request.

City of Bellaire

7008 South Rice Avenue | Bellaire, TX 77401

(713) 662-8222 | F: (713) 662-8212

www.bellairetx.gov

