



## BLOCK PARTY PERMIT APPLICATION

Today's Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Applicant's Name: \_\_\_\_\_

Email Address (Required) \_\_\_\_\_

Address: \_\_\_\_\_ Subdivision (if known): \_\_\_\_\_

Location for permit use [Street(s) to be closed]: \_\_\_\_\_

Date requested for permit use: \_\_\_\_\_ Start time: \_\_\_\_\_ End Time: \_\_\_\_\_

Person in Charge – Name & Address: \_\_\_\_\_

Cell Phone Number (must be manned during block party): \_\_\_\_\_

- Block parties shall be conducted only on low-volume residential streets, dead-end streets, or cul-de-sacs. No thoroughfares; main intersections; or collector streets may be used.
- All residents living on the street or block, for which the party is planned, shall be contacted about the Block party. All resident affected by the party shall sign-off (obtain signatures) stating that they do not object to the Block party.
- A site plan is required. Must have definite start and end times.
- "Hard" barricades may be set up one hour prior to the event. Ribbon, tape, or traffic cone barricades may be used as an alternative. An aisle (12-feet wide) shall be left in the street to permit passage of emergency vehicles or vehicles of residents. All barricades must be removed immediately after event.
- There shall be no vehicle(s), table(s) or other obstruction(s) on the street or cul-de-sac.
- Dancing in the street is allowed as long as the stereo equipment is off the roadway.
- Party is subject to laws (i.e. loud music, disorderly conduct, etc...). If a complaint is received regarding minor violations, the Sherriff's Office will notify the person in charge with a warning by telephone. If a second complaint or serious violation is received and verified by an officer, you will be requested to have the party disbanded and/or moved inside.
- Fire hydrants, street signs, and home addresses shall not be obstructed in any way. They shall not be decorated or disguised.
- The Fire Marshal's Office shall inspect the location and cause any violations to be corrected before party starts.
- The possession and use of any fireworks, including sparklers, or any open flames (bon-fires) is prohibited in the El Paso County due to the local "Burn Ban". This shall apply when "Burn Ban" is an effect; Also when any city ordinance apply's.
- Applicant(s) shall be responsible for the pick-up of trash and garbage within 2 hours of the end of the party.
- If using a tent greater than 400 square feet or using LPG, an operational permit shall be obtained from the Fire Marshal's Office and shall be posted at event.
- Block parties will be authorized by the Fire Marshal or his designees. All requests must be submitted at least ten (10) business days in advance. This time limitation may be waived at the discretion of the Fire Marshal.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_ Person in Charge Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\* DEPARTMENT USE ONLY \*\*\*\*\*

Approved by Fire Marshal/Designee: \_\_\_\_\_ Unit #: \_\_\_\_\_

Date Issued: \_\_\_\_\_ Permit #: \_\_\_\_\_