



Palo Alto Police Department
275 Forest Avenue
Palo Alto, CA 94301
Code Enforcement (650) 329-2130
heather.johnson@cityofpaloalto.org

Application for Permit – Temporary Street Closure (Class B)
Neighborhood Block Party. (PAMC 10.10.010)

The Palo Alto Police Department must receive completed applications at least ten (10) days in advance of the scheduled date of closure.

Class B- Temporary Street Closure, defined:
A block party or similar occurrence not exceeding one city block on other than arterial or collector streets, and along which at least two-thirds of the area is in a residential zone, and to which a majority of owners, residents or tenants of properties fronting such area consent, which is sponsored solely by residents, tenants or owners, and is not for commercial or advertising purposes or profit shall be designated Class B.

1. Date of Event: _____ Day of week: _____ Beginning time of closure: _____ Ending time of closure: _____
Be mindful that the streets need to be open during hours of darkness

2. Location of closure: _____
(Example: Bryant St between Lowell Ave and Tennyson Ave or 1700 block of Bryant.)

3. Name of Applicant: _____
First Last

4. Address of Applicant: _____ City: _____ State: _____ ZIP: _____

5. Home Phone: _____ Cell Phone: _____ Email: _____

6. Number of people expected to attend event: _____

7. Will music be played? Yes _____ No _____

Hours music will be played? _____

Type of music to be played (live, recorded, etc.) _____ Amplified? Yes _____ No _____

Block Party Permits provide no waiver to Palo Alto's Noise Ordinance Chapters 9.10 and 9.12

8. Name and phone number of person in charge of clean-up: _____

10. What items will you use to barricade the street to vehicle traffic? (Saw horses, chairs with streamer, trash cans, etc.) Items used must be easily pulled out of the way in the event of an emergency. Do NOT use vehicles, picnic tables, etc. as barricades.

11. Sketch a diagram of the street(s)/area(s) involved in the closure. Indicate placement of barricades, signs, etc.

PLEASE NOTE: The City does not generally require permit holders provide proof of insurance for block party activities which take place on public property. However, the City does have specific insurance requirements for those who seek to place jumping tents, animal rides, etc. on streets or sidewalks. Applicants will be contacted if any activity they propose requires proof of insurance.

- | | | |
|--|-----|----|
| 12. Will bus routes be affected? | Yes | No |
| Will individuals other than block residents be attending event? | Yes | No |
| Will area be accesible to emergency vehicles? | Yes | No |
| Will candles/torches/fires of any kind be used (other than a BBQ)? | Yes | No |
| Will a charity/gratuity/offering be solicited or accepted? | Yes | No |
| Will food, beverages, and/or merchandise be sold? | Yes | No |
| Will you be employing a private patrol service for the event? | Yes | No |

13. Please provide a narrative description of the event below. Include information regarding the purpose of the event and what activities and/or entertainment will be included.

Conditions of Closure:
Applicants are responsible for providing and removing such barricades/barriers and warning signs necessary to close the street safely. Half of the roadway’s width for the entire length of the closure shall remain clear of objects (BBQ’s, tables, etc.) in order to accommodate public safety vehicles in the event of an emergency. Applicants must provide the collection and removal of all trash, garbage and litter caused by or arising out of such temporary street closure. Event activities shall not create a public or private nuisance or an undue hazard or disturbance to the public peace, tranquility, health welfare, safety or morals, or create an excessive burden on police or fire or other public operation equipment or facilities. Palo Alto’s Noise Ordinance is enforced on a complaint basis. Block party permits provide no waiver to the Noise Ordinance. In the interest of safety, permits will not be issued or valid for the times of darkness. Alcoholic beverages shall not be sold in conjunction with the closure.

14. As applicants of the proposed closure, I/we certify that a majority of owners/residents/tenants of properties fronting on such streets have consented to the closure. I/we also certify that we have reviewed the “Conditions of Closure” and “Class B-Temporary Street Closure, defined” and understand the restrictions that apply to neighborhood block parties. I/we are also aware that Class B-Temporary Street Closure Permits can be immediately revoked if Penal Code Section 415 (disturbing the peace) or Palo Alto Municipal Code Chapters 9.10 and 9.12 (noise ordinance) are violated.

Applicant Signature and Date: _____
Signature Date