



## Village of Pleasant Prairie

### APPLICATION – Block Party Permit

#### Chapter 133 Municipal Code

**INSTRUCTIONS:** Applicant(s) must be a Village resident. Applicant(s) must complete the Application and return the Application, Application fee and List of Participants not less than Fifteen (15) days of the event. Block Party permits will only be issued for one (1) day. Fee for block party permit is \$45.00. Further information set forth in Chapter 133 Village Municipal Code.

#### APPLICANT(s)

NAME

ADDRESS

CITY

STATE

ZIP

TELEPHONE NUMBER

EMAIL

#### EVENT INFORMATION

DATE OF EVENT

TIME OF STREET/AVENUE CLOSURE

LOCATION OF CLOSURE

DESCRIBE THE TYPE OF EVENT PLANNED AND APPROXIMATE NUMBER OF PERSONS ATTENDING:

#### ACKNOWLEDGEMENT

I have read Village Ordinance, Chapter 133 - Block Party and, if permission is granted, I will comply with any and all provisions contained therein for holding said block party event that will affect the closure of the street/avenue as described above.

SIGNATURE ►

DATED ►

RETURN TO: **Village Clerk's Office**  
**Village Hall**  
**9915 39<sup>th</sup> Avenue**  
**Pleasant Prairie, WI 53158**  
**(262) 694-1400**

#### OFFICE USE ONLY

- ☐ Application  
☐ List of Block Party Participants  
☐ Fee - \$45

##### Police Department

- ☐ Approved  
☐ Denied

##### Public Works Department

- ☐ Approved  
☐ Denied

##### Village Clerk

- ☐ Approved  
☐ Denied

RECEIVED BY

ISSUED DATE

RECEIVED DATE

PERMIT NO.



Date of Event:

**(must include signatures of at least 75% of the residents in area designated for the block party)**

Address of Participant



# Village of Pleasant Prairie

## Block Party Permit

Applications for block parties must be made to the Village Clerk's Office fifteen (15) days in advance of the date requested.

### ISSUANCE OF PERMIT:

Permission for a block party may be granted by the Village Clerk or his/her designee provided all of the following conditions are adhered to:

- Location DOES NOT involve a federal, state or county trunk highway system or is a through street in the Village.
- Such closure will not cause unreasonable traffic congestion, result in a disturbance of the peace or endanger the public health, welfare and safety.
- Must be only a one-day event in a residential district which shall not start earlier than 10:00 a.m. and end no later than 9:00 p.m.
- Alcohol cannot be served, consumed or transported in open containers on any public property, i.e., streets, sidewalks, alleys.
- Permit fee of \$45 is paid with application.
- A list of participants must be signed by not less than 75% of the residents over 18 years of age residing along that portion of the street to be closed and submitted to the Clerk at the time of Application. (Form included with application)

### RESPONSIBILITIES OF APPLICANT:

1. Acceptance of a permit shall make the applicant primarily liable for damages to persons or property caused by reason of the closing. The applicant further agrees to pay an amount sufficient to reimburse the Village for any damages done to the street surface, right of way or any other clean up required after the event. The Village shall not be liable for any damage caused by a street closing.
2. Applicant shall be responsible for procurement, placement and maintenance of barricades used to barricade streets under this division. No block party shall commence or continue unless barricades are properly placed and maintained. The applicant acknowledges that under no circumstances will the street or right of way be blocked that would prohibit access for emergency vehicles. If a permit is granted, the Department of Public Works will deliver a sufficient number of marked barricades to the address of the Applicant. The barricades shall be returned to the point of delivery for pick-up by the Village on the next working day.
3. Music or noise must be kept at a reasonable level so as not to disturb others. Amplified noise or music IS PROHIBITED at such block parties.
4. The Applicant shall be responsible for clearing litter and debris from the street after the conclusion of the event.

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