



**Public Works Department
Transportation Division**

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Revision: March 9, 2011

Block Party Procedure

1. **Purpose**

The purpose of this Directive is to set forth policy and procedures for the holding of block parties in the City.

2. **Background**

From time to time the City receives requests to conduct block parties on the fourth of July or other similar observances. While block parties are a popular tradition, this tradition must be weighed against the costs involved for the City and the changes in liability laws which have greatly expanded the traditional immunities extended to Cities. The following policy ensures that the City's interests are adequately protected while allowing block parties to continue under the appropriate circumstance.

3. **Policy**

The person taking responsibility for the block party must obtain a street closure permit to be issued by the City Engineer. In order to receive the street closure permit the following conditions must be met:

- 3.1.1 The person requesting the street closure permit shall file a petition representing owners of 75% of lots on the affected block agreeing to the closure of the street.
- 3.1.2 The person requesting the street closure shall be responsible for the appropriate signing and/or barricading required as a condition of the street closure permit. The City cannot provide signs or other barricades.
- 3.1.3 Only streets classified as residential will be considered and the requested block, or closed, shall not cut off the sole access to an adjacent block or neighborhood.
- 3.1.4 A twenty (20) foot minimum clear space, i.e. aisle, shall be maintained down the center of the street at all times to ensure emergency vehicle access. No tables, chairs, booths, barbeques or other items shall be maintained in this clear area.
- 3.1.5 The applicant for the block party street closure permit shall agree that in the event any law enforcement officer shall determine there is any violation of appropriate state or local laws concerning conduct, alcoholic beverages, and the like, that the permit can be immediately revoked.

LIST OF BARRICADE COMPANIES

1. HI-WAY SAFETY, INC
CHINO (909) 591-1781
2. TRAFFIC CONTROL SERVICE, INC
RIVERSIDE (951) 683-7575
3. TRAFFIC SPECIALTIES, INC
COLTON (909) 783-2630

BLOCK PARTY PETITION

THE UNDERSIGNED RESIDENTS OF THE _____ BLOCK OF _____
STREET HEREBY PETITION THE CITY OF UPLAND TO HOLD _____ A BLOCK PARTY
ON _____ FROM _____ TO _____
(date) (time) (time)

[illegible]This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are approximately 20 lines visible. The paper appears to be from a notebook or a standard ruled sheet of paper. There is no handwriting or other markings on the page.

NOTE: ONLY ONE SIGNATURE PER HOUSEHOLD PLEASE.

THIS PETITION MUST BE SUBMITTED A MINIMUM OF FIVE (5) WORKING DAYS IN ADVANCE OF THE BLOCK PARTY DATE.