



# NEIGHBORHOOD BLOCK PARTY PERMIT APPLICATION & POLICY

(EXHIBIT A; RES2020-13)

Approval Signatures:

Date: \_\_\_\_\_

City Clerk: \_\_\_\_\_

Public Works Director: \_\_\_\_\_

## APPLICANT'S INFORMATION:

<b>NAME:</b>	
<b>ADDRESS:</b>	
<b>PHONE:</b>	
<b>EMAIL:</b>	

## DESCRIPTION OF EVENT:

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## EXACT LOCATION OF EVENT (IE: 10<sup>TH</sup> St., from "A" to B" Street):

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## PROPOSED DATE & TIME

(must occur between 10 a.m. and 10 p.m. weekdays/11:59 p.m. weekends):

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## HOLD HARMLESS AGREEMENT

The applicant, in consideration of the permit being granted, agrees to hold harmless the City of Hickman and its officers and employees from all claims, demands, suits, actions, payments, liability, and judgements, because of bodily injury or property damage caused by an accident arising out of the private use of the street.

The applicant, in further consideration of the permit being granted, agrees to reimburse the City of Hickman for all damage to or loss of City Property in their possession or in their control under this permit. The applicant agrees to clean the permitted area of all paper products, glass, plastic, trash and debris following the end of the neighborhood block party event. If the applicant does not do so, the applicant acknowledges they can be charged for clean up expenses by the City of Hickman. The applicant further agrees to immediately report to the City of Hickman any visible or potential damage to the City Property which may have occurred during the neighborhood block party event or cleanup actions thereafter.

I, the applicant, also certify that I have contacted all residents affected by this street closure and have informed them of my intentions.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**APPLICANT SIGNATURE:** \_\_\_\_\_

## CITY OF HICKMAN NEIGHBORHOOD BLOCK PARTY INSTRUCTIONS

**Purpose/Use:** The requested use is for a community purpose and is not for the purpose of advertising any products, goods, or events and is not designated to be held for private profit.

**Locations:** Neighborhood block parties must be located within residential zoned areas. Neighborhood block parties will only be approved on local residential streets. Arterials, collectors, or other roadways necessary for traffic safety cannot be blocked off.

**Limits:** Each neighborhood block party permit shall be limited to a maximum of one block in length or to the nearest two roadway intersections where no cross streets exist. Barricade placements shall be at the street intersections and mid-block closures may be allowed with additional signage of "Road Closed Ahead".

**Hours of Party:** Starting no earlier than 10:00 a.m. and ending no later than 10:00 p.m. on weekdays, except on holidays or weekends, when it shall end at 11:59 p.m.

**Fee:** \$25.00 - non-negotiable, payable in advance, when the application is filed which helps defray the associated cost of administrative service and barricades delivery and pickup.

**Residential Survey:** Prior to filling out an application for a neighborhood block party, all affected residents adjoining the requested street closure MUST be contacted prior to the event and surveyed for approvals. (100% approval of the adjoin residents is not required for the granting of the permit, however, 100% of the adjacent residents must be notified. Approvals may be used to modify or adjust the conditions, date, and times applied for.)

**Application Time:** Return completed application and residential survey to the City at least 30 days in advance of said neighborhood block party.

**Responsibility:** The applicant, in consideration of the permit being granted, agrees to hold harmless the City of Hickman and its employees from all claims, demands, suits, actions, payments, liability, and judgments, because of bodily injury or property damage caused by an accident arising out of the private use of the street.

The applicant, in further consideration of the permit being granted, agrees to reimburse the City of Hickman for all damage to or loss of City Property in their possession or in their control under this permit. The applicant agrees to clean the permitted area of all paper products, glass, plastic, trash and debris following the end of the neighborhood block party event. If the applicant does not do so, the applicant acknowledges they can be charged for clean up expenses by the City of Hickman. The applicant further agrees to immediately report to the City of Hickman any visible or potential damage to the City Property which may have occurred during the neighborhood block party event or cleanup actions thereafter.

**Barricades:** The City will deliver barricades and/or traffic control devices to the applicants address prior to the neighborhood block party. Applicant shall be responsible to set out and remove all barricades and/or traffic control devices in accordance with the location and time specified on the permit. The City will then pick up the barricades and/or traffic control devices only from the applicants listed address. Barricades and/or traffic control devices will normally be delivered on day prior to the event and picked up the day after the neighborhood block party. If the neighborhood block party is scheduled during a weekend, barricades and/or traffic control devices will be delivered the Friday before and picked up the following Monday. The City reserves the right to limit quantities and adjust delivery and pickup times during emergencies, holidays and times of high demand.

**Notification:** The City will notify you by phone or email upon approval or denial of the application. Upon approval, the City will make the necessary arrangements for barricade and/or traffic control device deliveries and notifications of street closures will be submitted to the Lancaster County Sheriff's Office and Hickman Rural Fire and Rescue.

Should you have any other questions concerning this permit request, please contact the City of Hickman, 115 Locust Street, Hickman, NE 68372 (402) 792-2212 between the hours of 8 a.m.- 5:00 p.m. M-F.

