City of Milwaukie - City Hall
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Neighborhood Block Party
Application for Permit

Permit, if issued, authorizes the applicant to barricade a specified portion of the named residential street, using City-approved barricades, denying access to through-traffic for the purpose of allowing the residents who reside within the barricaded area to conduct a neighborhood block party.

- One (1) month prior to your block party, mail to the above address your completed application.
- Deadline: An application submitted for review <u>less than seven (7) days prior to the event</u> will be denied.

I. Applicant Information

Applicant Name: _____

Neighborhood: _____

Address: _____ City: _____ State: _____ Zip: _____

Day Phone: _____ Eve Phone: _____ Fax: _____

Email: _____

II. Requirements and Conditions

Date of Event: _____ Starting Time: _____ Ending Time: _____

Portion of Street to be barricaded (ex: "28th from Monroe to Washington"):

<u>Applicant must submit a traffic control plan and map</u> clearly showing which street(s) will be affected and where barricades, signs, and traffic control personnel will be stationed. In general, street closure requires barricades at each end of the closure as well as road closed signs and detour signs identifying an alternate route (An example is attached). ***The city does not provide barricades, signs or other traffic control devices.*** The following companies rent barricades and signs: United Rentals Highway Technology (503) 234-0255; American Barricade (503) 285-6616; Ready Made Barricade Inc. (503) 324-1912.

Do you intend to use a city-owned parking lot? ___ Yes __X_ No

If yes, please give the location _____

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II. Requirements and Conditions (continued)

Contact the residents along the closed portion of the street at least one week in advance. We don't require you to get the written consent of the residents, but out of common courtesy they should be contacted and have a chance to voice any concerns. This can be done in person, using fliers, and/or telephone calls, whichever you prefer.

Other requirements…

1. **Applicant must obtain Special Event Insurance listing the City of Milwaukie and its officers, agents, and employees as additionally insured.** The insurance must provide coverage for not less than $1,000,000 for personal injury to each person, $1,000,000 for each occurrence involving property damage, or a single limit policy of not less than $2,000,000 covering all claims per occurrence. Special Event insurance can be obtained from various insurance companies including, but not limited to, Gales Creek Insurance Services Inc. (503) 227-0491 and Premier Insurance Inc. 1-800-452-3575. You are not obligated to get insurance from any one particular company, but it is recommended that you get a few quotes to get the best price. The City of Milwaukie must have an insurance certificate on file meeting the above specifications before the permit is issued.

2. Applicant is required to block-off the street portion specified herein during the hours specified herein.

3. Access must be granted to authorized emergency vehicles and residents within the blocked-off area.

4. Applicant and participants must comply with City Ordinances governing noise, liquor, and fireworks. If alcohol is served you must get an OLCC permit by calling (503) 872-5000.

5. Block parties are to be conducted only between the hours of 7:00 AM and 10:00 PM**. All Applicants must complete the Noise Control Variance Form that is attached. The Police Department will determine if one is necessary or not and if needed whether or not it is approved, approved with conditions, or denied.**

6. Applicant is responsible for clean-up (remove all trash and litter from streets, sidewalks, and public ways). Failure to properly clean up could jeopardize future permit privileges.

7. Please have permit approval on-site during the event and present it upon request to any Police Officer prior to or during the event.

III. Indemnification Agreement for Block Party Permit

Note: All applicants must sign this Indemnification Agreement.

Grantee acknowledges and agrees as follows:
In consideration of the City's approval of Community Event, the grantee hereby accepts responsibility for the care and maintenance of the subject property and all Grantee's improvements thereon and agrees to indemnify, defend and hold the City of Milwaukie, its officers, directors, employees, agents representatives and assigns harmless from and against any and all claims, suits, liabilities and expenses (including, without limitation, attorney's fees), that may be asserted against the City of Milwaukie arising out of Grantee's possession, use or maintenance of the subject property.

Grantee has carefully read the foregoing and knows the contents thereof, is authorized to sign this document and does so freely and without reservation.

Dated and signed this _____ day of _____, 20_____.

Permittee (please print): _____

Permittee Signature: _____

IV. Noise Control Variance

You must complete this variance application regardless of how much noise your Block Party is expected to emit. The Milwaukie Police Department will review the entire application and determine if a Noise Variance is required. If a variance is not necessary it will be noted on this application and reported to the event applicant. If a variance is necessary it will be noted on this application and reported to the event applicant along with an explanation of why it was or was not approved.

Variance Information

Person Applying for Variance**:** _____

Organization: _____

Contact Number(s): _____

Reason for the variance: _____

_____

The time and duration of the emitted sound: _____

For Police Use Only

The physical characteristics of the emitted sound:

The geography, zone and population density of the affected area:

Residential ☐ **Commercial** ☐ **Industrial** ☐ **Noise-sensitive** ☐

Population density: Light ☐ **Medium** ☐ **Heavy** ☐

Is the public health and safety endangered by the noise: Yes ☐ **No** ☐

Does the sound source predate the receiver: Yes ☐ **No** ☐

Does the compliance with the standard(s) from which the variance is sought produce hardship without equal or greater benefit to the public:

Yes ☐ **No** ☐

Is a Noise Variance Required for this Event: Yes ☐ **No** ☐

(Note: If a Variance is required please complete the rest of the application, if not please sign on the next page where it reads "Authorized by" and return with other department recommendations.)

If a Noise Variance is required, is it granted: Yes ☐ **No** ☐

Yes, but with conditions to follow ☐

Please provide a brief description of why this application was approved or denied and if it is approved with conditions please list the conditions here:

_____

_____

_____

_____

_____

_____

Authorized by: _____