

## City of DeWitt Application for a Neighborhood Block Party

Applicant: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Applicant's Address: \_\_\_\_\_

Phone #: \_\_\_\_\_ Street to be closed: \_\_\_\_\_

Located Between \_\_\_\_\_ and \_\_\_\_\_

Date of Event: \_\_\_\_\_ Starting Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Rain Date: \_\_\_\_\_ Starting Time: \_\_\_\_\_ Ending Time: \_\_\_\_\_

Does the Applicant want the City to supply barricades? Yes \_\_\_\_\_ No \_\_\_\_\_

Date request received: \_\_\_ / \_\_\_ / \_\_\_

Date Police Chief Reviewed: \_\_\_ / \_\_\_ / \_\_\_ Initials: \_\_\_\_\_

Approve: \_\_\_\_\_ Deny: \_\_\_\_\_ (Reasons: \_\_\_\_\_)

Date Fire Chief Reviewed: \_\_\_ / \_\_\_ / \_\_\_ Initials: \_\_\_\_\_

Approve: \_\_\_\_\_ Deny: \_\_\_\_\_ (Reasons: \_\_\_\_\_)

Date City Administrator Reviewed: \_\_\_ / \_\_\_ / \_\_\_ Initials: \_\_\_\_\_

Approve: \_\_\_\_\_ Deny: \_\_\_\_\_ (Reasons: \_\_\_\_\_)

Date Applicant was notified: \_\_\_ / \_\_\_ / \_\_\_

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Please read the following carefully:

1. Neighborhood block parties may be held only between April 1<sup>st</sup> and October 31<sup>st</sup>.
2. No neighborhood block parties can begin prior to 9:00am and the street must be cleaned, cleared and open to traffic by 10:00pm.
3. No ropes or electrical lines will be permitted to cross the street.
4. Access for emergency vehicles must be maintained.
5. Alcohol is not allowed on the streets.
6. No neighborhood block parties are allowed on North Bridge Street, South Bridge Street/DeWitt Road, East Main Street and West Main Street.



CITY OF DEWITT

COUNCIL RESOLUTION

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF DEWITT ESTABLISHING A PROCESS AND PROCEDURE FOR CLOSING STREETS FOR NEIGHBORHOOD BLOCK PARTIES IN THE CITY OF DEWITT

WHEREAS, the City Council of the City of DeWitt has traditionally heard requests from residents for closing certain City streets so that a neighborhood block party could be held; and,

WHEREAS, it has been determined that action on such requests could occur much quicker if City Staff, rather than the City Council, could act on the request; and,

WHEREAS, the City Council has asked the Police Chief to recommend a process and procedure for the City Staff to follow when acting on a street closing request; and,

WHEREAS, this Resolution outlines the Police Chief's recommendations and the City Council's approval of said recommendations.

NOW, THEREFORE, BE IT RESOLVED that the City Council hereby adopts the following street closing policy and procedure for neighborhood block parties.

PERMIT REQUIRED No person shall hold a neighborhood block party in the City of DeWitt without first obtaining a permit from the Chief of Police.

PERMIT APPLICATION The attached application hereby represents the official permit application for requesting permission to hold a neighborhood block party in the City of DeWitt

PERMIT SUBMISSION Applications shall be submitted to the Chief of Police within a period of time approved by the Chief of Police prior to the event. A permit shall be valid for a three (3) month period. The application shall also include a petition requesting the street be closed for the neighborhood block party signed by at least sixty (60) percent of all households on the affected street.

PERMIT ACTION Upon receipt of an application for a permit, the Chief of Police shall forward the application first to the Fire Chief for review and signature and then to the City Administrator for review and signature. Upon concurrence of approval from all three (3) officers, the Chief of Police shall notify the applicant of either approval or denial of the request. If the request is denied, the applicant may appeal

the decision to the City Council for review. If such application is denied and the applicant appeals, the Chief of Police shall forward, in writing to the City Council, the reasons for denial before the City Council hears the applicants appeal.

GENERAL REGULATIONS The following general regulations apply to the neighborhood block parties in the City of DeWitt:

1. Neighborhood block parties may be held only between April 1 and October 31.
2. No neighborhood block parties can begin prior to 9 A.M. and the street must be cleaned, cleared, and open to traffic by 10 P.M.
3. No ropes or electrical lines will be permitted to cross the street.
4. Access for emergency vehicles must be maintained.
5. Alcohol is not allowed on the street.
6. No neighborhood block parties are allowed on North Bridge Street, South Bridge Street/DeWitt Road, East Main Street, West Main Street, Herbison Road, Schavey Road, East Dill Drive and East Webb Drive.

BE IT FURTHER RESOLVED that the Chief of Police make provisions to provide to residents information about the City of DeWitt's Neighborhood Block Party process and procedure.

Resolved this 17th day of November, 1996.



Michael J. Towns, Mayor



Margie Lotre, Clerk/Treasurer

Upon a motion made by Councilmember GRIFFIN and supported by Councilmember OPSOMMER the above and foregoing Resolution was duly resolved.

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|-------------|---|
| YES:        | 5   |
| NO:         | 0   |
| FOR:        | Griffin, Ballard, Flood, Thompson, Opsommer |
| AGAINST:    | None  |
| ABSENT:     | Lancaster                                   |
| ABSTAINING: | None  |