



Permit No. \_\_\_\_\_BP (official use)

## City of South Milwaukee - Block Party Permit Application

Private (non-commercial) events in residential neighborhoods.

Block Party permits are issued to residents of the City of South Milwaukee who would like to barricade a local residential street they live on for a neighborhood event – main thoroughfares are not closed for block parties. Planning a block party requires the support of all those who reside on the block that will be closed. The second sheet of this application contains a neighborhood notification and approval form. All applicants must complete the form.

**The Block Party applicant must reside on the block and is responsible for the event – including: 1) Setup and take-down of the barricades\*\*; 2) Cleanup of the public-right-of-way following the event; AND 3) Maintaining a clear lane for emergency vehicles. \*\* Barricades provided by SM Street Dept. for daytime events. Flashing barricades must be supplied by applicant for after dark.**

**NOTE:** Block parties are not permitted where there is not an alternative route for access to a connecting neighborhood, bus routes or truck routes, collector street or main thoroughfares. Contact Engineering Dept. if there are questions on street classification.

**APPLICATIONS SHOULD BE SUBMITTED 30 DAYS PRIOR TO THE EVENT.** This will allow enough time for the review and approval process by the City, Street Department and the South Milwaukee Police Department. Completed applications must be submitted to the City Administration office at 2424 15<sup>th</sup> Avenue, South Milwaukee, WI 53172. **Block Party Fee Schedule is listed below and may also be viewed online at the city's website: <https://wi-southmilwaukee.civicplus.com/371/FormsPermits>**

Resident & local business/organization - No Street Closure \$25/day

Non-resident and outside organization - No Street Closure \$50/day

Resident & local business/organization - Street Closure \$50/day

Non-resident and outside organization - Street Closure \$100/day

DATE OF BLOCK PARTY \_\_\_\_\_

STREET TO BE CLOSED \_\_\_\_\_

From \_\_\_\_\_ (Street) to \_\_\_\_\_ (Street)  
(Example: Marshall Avenue from 3<sup>rd</sup> to 4<sup>th</sup>)

Time Street will be closed \_\_\_\_\_ Time Street will be re-opened \_\_\_\_\_

\_\_\_\_\_  
**Initial NOTE: ALL PARTY EQUIPMENT (coolers, tables, chairs, tents, etc.) MUST BE REMOVED FROM THE STREET AT THE END OF THE PARTY, AND PRIOR TO DUSK UNLESS FLASHING BARRICADES ARE PROVIDED BY APPLICANT.**

Permit Applicant Information:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Address \_\_\_\_\_ Cell Phone \_\_\_\_\_

Phone \_\_\_\_\_ E-Mail (MANDATORY) \_\_\_\_\_

**INDEMNIFICATION:** BY SIGNING BELOW I ACKNOWLEDGE THAT I, THE APPLICANT, AGREE TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OF SOUTH MILWAUKEE AND ITS OFFICERS, OFFICIALS, EMPLOYEES AND AGENTS FROM AND AGAINST ANY/ALL LIABILITY, LOSS, DAMAGE EXPENSES AND COSTS, INCLUDING ATTORNEY FEES, ARISING OUT OF THE ACTIVITIES PERFORMED AS DESCRIBED HEREIN, CAUSES IN WHOLE OR IN PART BY ANY NEGLIGENT ACT OR OMISSION OF THE APPLICANT, ANYONE DIRECTLY OR INDIRECTLY EMPLOYED BY ANY OF THEM OR ANYONE WHOSE ACTS ANY OF THEM MAY BE LIABLE, EXCEPT WHERE CAUSED BY THE SOLE NEGLIGENCE OR WILLFUL MISCONDUCT OF THE CITY.

Signature of Applicant (Applicant must be 18 years of age or older, 21 if alcohol will be served)

Date \_\_\_\_\_

## BLOCK PARTY NEIGHBOR NOTIFICATION SIGNATURES

Block Party Date: \_\_\_\_\_ Time: \_\_\_\_\_

Street to be closed

**This sheet must be submitted with the application for Block Party Permit.**

**YOU MUST OBTAIN A MINIMUM OF 51% OF THE AFFECTED NEIGHBORS' SIGNATURES.**

ONLY SIGNATURES FROM PROPERTIES THAT ACTUALLY BORDER THE STREET TO BE CLOSED ARE REQUIRED – THE OTHERS WILL NOT BE COUNTED.

**Note:** For partial block and/or alley closures, notification of affected neighbors may be required even though an alternate route is available.

We, the undersigned, residents on the above-described street are in favor of closing said street for a block party on the above date.

Signature

Print Last Name

Address

[illegible]

FOR OFFICE USE ONLY

Application Received on \_\_\_\_\_ and Distributed

by \_\_\_\_\_

### Approvals and Actions by

Department/Restrictions

**Street: Approval** **Comments:**

Barricade drop-off date	Barricade pick-up date
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**Police: Approval** \_\_\_\_\_ **Comments:**

Approval Letter/email sent: Date: \_\_\_\_\_ by: \_\_\_\_\_ Attach letter to application for file.