

VILLAGE OF COTTAGE GROVE APPLICATION FOR A BLOCK PARTY (STREET CLOSING)

Applicant Name _____

Applicant's Street Address _____

Applicant's Phone Number _____

Date & Time of Event _____

Street to be Closed _____

Will there be any means of amplification (more than a radio/stereo) used at this event?
YES ___ NO ___ If yes, please explain _____

Name and phone number of Person Responsible for placement and removal of
barricades and clean-up _____

General Instructions:

- ❖ It will be necessary for you to obtain the signatures of the Majority of households (one signature per household) affected by the street closing before this application will be processed. Use back of form.
- ❖ Fire Hydrants shall not be obstructed by material or objects of any kind
- ❖ No obstructions of material to be placed in the street that cannot be moved easily by two people.
- ❖ All trash must be removed at the conclusion of the street closing
- ❖ Vehicles shall not be utilized as barricades anywhere in the street.
- ❖ At the end of the Event, the barricades are to be placed at the original delivery point for pick-up by the Dept. of Public Works.
- ❖ All Event Permits must be approved by the Village Board. The Village Board meets every **1st and 3rd Monday of the Month**. You must have your application to the Village Clerk a minimum of 15 days in advance of a Village Board meeting for review purposes.
- ❖ A copy of your approved application and your permit will be mailed to the applicant's home address.

<u>Village Use Only</u>	
_____ Fee Paid: (\$30.00) Cash/Check # _____	Receipt Number _____
<u>Reviewed by the following Departments:</u>	
_____ Fire Dept.	_____ Public Works
_____ EMS Dept.	_____ Police Dept.
_____ Administration	
Approved by the Village Board on _____	