

Unified Government of Wyandotte County/ Kansas City, Kansas

Block Party Policy

1. Purpose

- a. Residents may request a block party permit to temporarily close one residential block to through traffic for one day for the purpose of hosting an event.
- b. The purpose of the Unified Government's block party permit policy is to foster community engagement and connections among residents for a safer and happier community.

2. Issuance of Permit; information required

- a. The Public Works Department may issue a permit for the temporary blocking of a street for the purpose of hosting an event. Permit applicants should submit their applications at least 20 days before the date of the event. The application form is available online and through the Unified Government Public Works Department. The following information is required:
 - i. The name and address of the applicant
 - ii. The name of the street and a description of the portion to be blocked
 - iii. A description of the event to be held
 - iv. The date and the hours of the party
 - v. Whether the applicant has previously hosted or applied for a block party permit and the approximate dates of any previous permit applications
 - vi. A **Block Party Petition Form** with signatures of 75% of the residents and/or businesses on the street indicating their approval of the block party permit. 100% of the residents and/or businesses must be informed of the block party permit application before the application is turned in to Public Works.
 - vii. A signed **Block Party Application and Agreement Form**.

3. Term of permit

- a. A block party permit is only valid for the date and hours specified.
- b. All block parties must start after 9:00 am and end before 10:00 pm. The road must be reopened to through traffic by 10:00 pm.

4. Removal of litter and debris

- a. The permit applicant is responsible for removal of any litter, debris and other materials from the street that is attributable to the party.
- b. If the permit applicant does not remove litter and debris, the Unified Government will remove it and the cost of the removal will be charged to the permit applicant.

5. Access for emergency vehicles required

- a. Any barricades or obstacles placed in the street for the block party must be easily moved to allow emergency and hazard vehicles to enter it in response to an emergency.

6. Access to residences and businesses on the closed portion of the street

- a. Access must be granted to businesses and residences on the closed portion of the street as needed.
- b. The permit applicant is responsible for assisting as needed with moving and replacing barricades to allow people to get to businesses and residences on the closed portion of the street.

7. Deposit and Fees

Applicants must pay \$150.00 at the time of the permit application. The UG will keep \$30.00 of that amount as a fee for processing the application. The UG will also keep \$50.00 of that amount as a fee for delivering and picking up the barricades from the block party site. The remaining \$70.00 is a security deposit for the barricades.

The security deposit will be returned based on the discretion of the Public Works Department. The criteria for returning the deposit are:

The barricades are in the same condition they were in when they were delivered to the site.

The applicant has removed all decorations, trash, and debris attributable to the block party event.

8. Barricades

- a. The Public Works Department will deliver and pick up barricades for the applicant. To arrange the delivery of the barricades, call (913) 573-5400.
- b. All barricades used for block parties must conform to the most current requirements of the federal Manual on Uniform Traffic Control Devices for Type III barricades.

9. Prohibited activities

- a. No alcoholic beverages will be consumed in the public view.
- b. No fireworks will be used in the street.
- c. Block party applicants and participants will comply with all applicable ordinances and state laws, including noise limitations.

10. Denial of Permit

- a. The Public Works Department reserves the right to deny block party permits at its discretion for, but not limited to, the following reasons:
 - i. The applicant is not a resident of the block to be closed
 - ii. The proposed block party is on an arterial street (see Appendix A: Arterial Streets on Which Block Parties Are Prohibited)
 - iii. The proposed block party will unduly interfere with the flow of traffic due to the closure of other nearby streets or other reasons
 - iv. Previous law enforcement contact.
 1. Applicants who have had contact with law enforcement due to violence during previous block parties will be denied.
 2. Applicants who have had contact with law enforcement due to non-violent violations during previous block parties may be denied at the discretion of the Public Works Department.
 - v. An applicant has failed to comply with block party policies in previous block parties
 1. Applicants who have failed to remove decorations, trash, and debris attributable to previous block parties will not be granted a new block party permit.
 - vi. When a block has had more than three block parties in a calendar year, the Right of Way Manager may deny further permits in the same year in its discretion.
 - vii. The block party is not in the best interests of the community's health or safety.
- b. Applicants whose permits are denied will be informed of the reason in writing within 10 business days of receipt of the application.
- c. The Police Department may revoke a Block Party Permit during an event if it determines that revocation is necessary for public safety or public peace and order.

11. Liability

- a. The permit applicant shall be liable for all losses, damages, or injuries sustained by any person, whether a participant or spectator at the block party or recreational event, whether or not said losses, damages, or injuries arise by reason of the negligence of the person, persons, or organization to whom such permit shall have been issued. The applicant shall agree to save and hold the Unified Government harmless of and from any and all obligations and liabilities which may arise from the temporary street closing which represents the subject matter of the application.

Block Party Application and Agreement

Applicant Name: _____

Applicant Address: _____

Applicant Phone Number: _____

Applicant Email Address: _____

Event Description: _____

Date of Event: _____

Scheduled Hours of Event (Must be between 9:00 am and 10:00 pm): _____

Street to be closed (Example "Ann Avenue from 6th Street to 7th Street):

_____ Yes, I am a resident of this block _____ No, I am not a resident of this block

Approximate dates of previous block party permit applications in the last 5 years:

Has law enforcement responded to any block parties that you have previously hosted?

_____ No _____ Yes If yes, please explain: _____

CERTIFICATION

I have read the Unified Government Block Party policy and I understand it. I agree to follow the requirements and conditions contained in the policy. The information that I have submitted in this application is true and accurate. I understand that if I do not follow the requirements and conditions of the Block Party Policy or if any of the information I have provided is false that my Block Party Permit will be VOID.

Signature of Applicant

Date

HOLD HARMLESS AGREEMENT

I have requested permission to hold a Block Party on the above dates in the above location. I agree to hold the UG harmless, indemnify and exculpate the UG from any and all claims, costs, liabilities, damages, expenses, suits and judgments of any nature whatsoever arising out of or in connection with the Block Party described above. I agree to comply with all applicable law. I understand that the UG retains the right to revoke the Block Party permit immediately and at any time if any member of the Police Department or other properly constituted authority determines such revocation to be in the best interest of the public safety or public peace and order, or if I or a participant or onlooker of the block party fails to comply with applicable policy and law.

Signature of Applicant

Date

