

Borough of South Plainfield

Municipal Clerk's Office

2480 Plainfield Avenue

South Plainfield, NJ 07080

Telephone (908) 226-7606

Facsimile (908) 561-9664

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BLOCK PARTY APPLICATION

No person, association, or group, except for the Borough of South Plainfield, shall cause or permit a municipal street to be closed for the purpose of conducting a block party without first having obtained a permit issued by the Municipal Clerk after approval by the Borough Council.

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone Number: Daytime: _____ **Evening:** _____

Name of Street to be Closed: _____

Connecting Streets to be Closed: _____

Exact Location of Barricades: _____

Date of Block Party: _____

Rain Date: _____

Start Time: _____ **End Time:** _____

(Please note that no approved street closure shall exceed eight hours in duration or go past 10:00 p.m. and barricades must be removed immediately upon conclusion of block party)

IMPORTANT INSTRUCTIONS – PLEASE READ

Applications must be submitted to the Municipal Clerk’s Office at least ***thirty (30) days prior*** to the proposed date of a block party in order to be submitted to all emergency services for approval. Failure to timely file an application may result in the denial of a request.

This application, once completed must be circulated by the applicant to every property owner impacted by the street closure for their signature and indication of their approval or disapproval. If the signatures of 25% or more property owners disapprove of the block party request, the application will be denied. (A signature page is included and copies can be made if additional sheets are necessary). ***The individual(s) circulating the application must advise all property owners that no vehicular movement will be permitted on the street being used for the block party while the event is in operation.*** Failure to follow this safety requirement will cause for a revocation of the permit.

A blank page (labeled SKETCH) is also included. Please indicate the appropriate street and any connecting street(s) affected as well as the location(s) of barricades. Ample room must be provided down the center of the street in the event emergency vehicles have to access the street. Sketch shall also indicate the method and location of barrier(s) used to close street.

Once the fully executed application is submitted to the Municipal Clerk’s Office, it will be circulated to all emergency services for their approval. A denial by any emergency service entity will be deemed as a denial for the block party.

If a block party application is approved, the person, association, or group that is granted the permit shall be responsible for conducting the block party so that there shall be a minimum of inconvenience to the general public.

Applicant agrees that he/she will abide by all the conditions of the permit as well as all ordinances and regulations of all Borough Departments, all Borough Ordinances, including by but not limited to the Police, Fire, and EMS. Applicants shall exercise every effort if music is included to not permit noise to extend beyond the limits of the block party. **All music, and any other noise devices must cease by 10:00 p.m.**

The Borough Council shall have the authority to deny any application. The Municipal Clerk shall have the authority to deny any application that lacks all necessary requirements as set forth in this application.

I, the applicant, requesting a block party, hereby certify that I have fully and truthfully completed this application, circulated same in accordance with the aforementioned, and agree to abide by all conditions of the permit, and any ordinances of the Borough of South Plainfield and the applicable rules and regulations of all emergency services.

Applicant’s Signature: _____

Date of Application: _____

PLEASE DRAW A SKETCH

Make sure to include road to be closed, nearest cross streets and exact location of any barricades.

A large, empty rectangular box with a thin black border, intended for drawing a sketch. The box is oriented vertically and occupies most of the page's width and height.

