



City of Sylvania
Block Party Permit Application

Complete and return to:
City of Sylvania Division of Police
Records
6635 Maplewood Ave
Sylvania, Ohio 43560
419-885-8902



City of Sylvania Block Party Permit Policy

Residents wishing to hold a block party in the community must obtain a permit from the City. Only City of Sylvania residents over the age of 21 may file a request for a block party and only a resident of the block being petitioned for may be the applicant. The block party request shall be submitted to the City of Sylvania, Division of Police records no later than 14 days prior to the requested date of the proposed block party. Block parties may only occur between the hours of 9am and 9pm. A non-refundable fee of \$50 is in place to cover costs for application processing and the delivery of any barricades or cones necessary to keep traffic from the site. These barricades are the **ONLY** objects to be used to block the street.

Block parties are not permitted on any of the City's main thoroughfares.

Any barricades or traffic cones will be delivered to the permit holder's address. The permit holder is responsible for set up of such material and upon completion of the event, will remove all material and place it back at the permit holder's address for pick up. The permit holder will be responsible for any damage or theft to the City's property. The permit holder will be billed for the cost of replacement or repair.

In addition, consideration must be given by Police and Fire to the location of each block party to ensure adequate alternate routes for traffic and emergency vehicles. Off-duty uniformed officers may be required by the City, to patrol the block party, depending on the location and nature of the event. The permit holder will be responsible for paying any off-duty officers.

For approval, a petition is required to show concurrence is from residents whose driveways will be impacted in that block. A minimum of 75% of the residents with driveways effected will need to sign the Block Party Petition Signature Form. These forms shall be submitted with the completed Block Party Permit Request.

See Forms:

Block Party Application

Block Party Signature Petition

Block Party Rules and Regulations



City of Sylvania
Block Party Application

Applicant Name _____

Address _____ Phone _____

Email Address _____

Date _____ Rain Date _____

Time from: _____ to: _____

Portion of street to be used (house number to house number or intersection)

From _____ To _____

Address for barricades to be delivered to _____

NOTE: Application must be filed at least **14 days** prior to the block party.

I am seeking a permit to host an organized Block Party at the location(s) and times indicated above in compliance with Sylvania City Ordinance 311.02.

I agree to abide by the rules and regulations set forth and understand that a Block Party Permit does not rescind city, state and local ordinances applicable to the conduct of this assemblage; its host, invited guests or other participants.

I understand that violations of city ordinance or state law may result in the ejection, citation, arrest of an individual or revocation of the permit by the on-duty police supervisor.

I have obtained signatures of neighbors who will be affected by the street closure during the above date and times and believe the signatures represent the majority of the residents.

I agree to distribute a Block Party notification and rules and regulations to all neighbors who will be affected by the issuance of any permit or street closure(s).

Applicant hereby agrees to save and hold the City of Sylvania harmless from any and all liability or damage growing out of the permitted activity.

Signature of Applicant

Date



City of Sylvania

Block Party Rules and Regulations

Street Closures

- Streets and sidewalks must not be entirely blocked; emergency vehicles, residents and visitors must be able to navigate the area.
- Street closures for thoroughfares or detour routes are not permitted.
- Remain mindful of vehicular access when allowing children to play in the area.
- Barricades cannot be placed in roadway until start time of event
- Barricades must be removed from roadway at the end of the permitted hours.
- Barricades must be returned to the address they were delivered to for pickup.

Sanitation and Clean Up

- Appropriate Sanitary accommodations (access to restrooms) must be available for the attendees
- The area must be cleaned after the event

Compliance with City and State Laws

- All city ordinances and state laws must be adhered to
- Alcoholic beverages are NOT permitted on public sidewalks and roadways

Adherence to Permit Hours

- You must adhere to the Block Party Permit hours
- Block Parties begin no earlier than 9am and will not occur past 9pm

Cooperation and Noise

- Noise is to be kept to a minimum
- The continuing cooperation of all participants with an City of Sylvania Police officers or City officials responding to the Block Party is vital.
- Remain mindful of other area neighbors and neighborhoods
- Be sure to distribute Block Party Rules and Regulations to all persons in your group.

Revocation of Permit

- Violations of city ordinances, state laws and the Block Party Rules and Regulations observed by City of Sylvania Police officers may result in the ejection, citation, arrest of an individual and/or the revocation of the permit by the on-duty police supervisor.



City of Sylvania

Block Party Request Petition

The undersigned residents **DO NOT object** to the Block Party Permit request on (date) _____, including the closure of _____ (streets) affected by the permit and agree to abide by the rules and regulations set forth.

Name	Address	Phone