Street Closure Permit Application

Any event requiring the closure of a street(s); such as a block party, neighborhood bbq, or a movie night requires a Street Closure Permit. Please return the completed application to the Public Works Department at City Hall (1290 South Public Road) or by email to SarahO@cityoflafayette.com or by fax to 303-665-2153. ***Permit form must be received by Public Works at least 72 hours prior to event.***

APPLICANT INFORMATION

Name: _____ Cell Phone: _____

Email: _____

Address: _____

City: _____ State: _____ Zip Code: _____

EVENT DESCRIPTION: _____

DAY & DATE OF EVENT: _____

CLOSURE AREA: _____

CLOSURE TIME (INCLUDING SET-UP & BREAKDOWN) ____ AM/PM to ____ AM/PM

Required Attachments:

1. Signed Application Form _____YES
2. A map showing the proposed street closure _____YES
3. Are you requesting to use City of Lafayette barricades? _____YES _____NO

   Barricade delivery address and phone number: _____
4. A petition form with the approval of those affected by the closure. _____YES

Will live music be provided? _____**YES** _____**NO**

If live music is to be played in a residentially zoned area, a permit is required. There is a $5 permit fee. Please contact Susan Barker, the Deputy City Clerk (303-665-5588 x3340 or SusanBa@cityoflafayette.com) for the application.

CONDITIONS:

- The applicant agrees to comply with all of the terms, conditions, and stipulations of this permit, all ordinances of the City, and all other applicable laws, and understands that failure to comply will result in immediate revocation of this permit. Final conditions will be sent to the applicant with the approved permit.
- The City has no liability for bodily injury or property damage arising from this event. Any liability arising from the event shall be the sole responsibility of the applicant and the participants. The City's insurance does not cover the applicant. The Applicant agrees to comply with all of the terms, conditions and stipulations of this permit, all ordinances of the City, other applicable laws and understands that failure to comply will result in immediate revocation of this permit.

CONDITIONS: (CONTINUED)

- Adequate crowd control, including ingress and egress control, noise control, restroom facilities, space for anticipated number of participants, clean-up, and parking are all the responsibility of the applicant.
- The City offers barricades on a limited basis for block parties. Barricades are delivered on the last working day prior to the event and picked up the first working day after the party, generally Friday and Monday for weekend events. The applicant is responsible for the placement, monitoring, and maintenance of the barricades during the event, the removal of the barricades from the street following the event, and the safety of the barricades while they are in your possession.
- Residents must be allowed vehicle access to their homes. Emergency access must be maintained at all times, and barricades shall be removed immediately for such purposes.
- Every resident or business must be notified of the closure. If the occupant is unavailable, a notice shall be left at the address indicating the street to be closed with the date and hours specified on the notice. If upon receipt of the statement, a majority of the people who reside along the street affected approve of the request, the reviewing departments will take the request under consideration for final approval. Those not favoring the request will be given every consideration possible.
- Event sponsors who hold an event without a permit will not be eligible for a permit again for 12 months.
- Failure to clean up from an event as require in the permit will make the applicant/sponsor ineligible for a permit for 12 months.

I, (the applicant) agree that all City and State Laws and Ordinances will be obeyed within the area of the closure, and agree to abide and meet all the Conditions stated above.

_____ _____

APPLICANT SIGNATURE DATE

_____

APPLICANT PRINTED NAME

For questions, please contact the Public Works Department at 303-665-5588 x3328 or SarahO@cityoflafayette.com.

Permit fee of $25 received by Finance: _____

Approved by Public Works: _____**Date:** _____

☐**Fire Marshal** ☐ **Streets** ☐ **Police**

TEMPORARY STREET CLOSURE PETITION

(This page may be duplicated as necessary)

We the undersigned, and residents abutting _____ agree or disagree to closing the street(s) between the hours of _____ and _____ on _____. The purpose of the closure is _____.

Print Name	Address	Phone	Agree/Disagree
_____	_____	_____	_____/_____
_____	_____	_____	_____/_____
_____	_____	_____	_____/_____
_____	_____	_____	_____/_____
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_____	_____	_____	_____/_____

TEMPORARY STREET CLOSURE PETITION
UNAVAILABLE HOMES AND/OR BUSINESSES

The following residents and/or businesses were not able to be reached to sign the petition, but a notice was left at the following addresses indicating the street to be closed with the date and hours specified.

Print Name	Address	Notice Left (Date)
____________________	_________________________	___________________
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