



Block Party # \_\_\_\_\_

**Block Party Street Closing Application**

**Purpose of Street Closing:** Residential Block Party

**Date of Application:** \_\_\_\_\_

**Name of Contact Person** \_\_\_\_\_

**Address of Contact Person:** \_\_\_\_\_

**Contact Phone #** \_\_\_\_\_ **Cell Phone #** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Date of Street Closing:** \_\_\_\_\_

**Time: From** \_\_\_\_\_ **To** \_\_\_\_\_ (no earlier than 12 noon and no later than 12 midnight)

**Optional Rain Date (must fall within same weekend)** \_\_\_\_\_

**Street(s) to block off:**  
\_\_\_\_\_

**Intersections:** \_\_\_\_\_ **AND** \_\_\_\_\_

**Will the block party involve entertainment/music:** Yes \_\_\_\_ No \_\_\_\_

**If yes, please describe: (ie: inflatable's, amplified music, tents, etc) \*Amplified music will require a noise permit.**  
\_\_\_\_\_

**Signatures of all property owners within the blocked off portion of the street is required. City Clerk's office will verify signatures.**

**The City of Ankeny has the right to deny closure of certain streets. Closure of arterial and collector streets will require City Council approval. If council approval is required, the City Clerk's Office will advise you of date City Council will consider your street closure request – this may affect the date of your block party.**

**Applicant Signature:** \_\_\_\_\_

Public Works Approved \_\_\_\_\_

Fire Dept. Approved \_\_\_\_\_

Police Dept. Approved \_\_\_\_\_

**City Manager's Signature:** \_\_\_\_\_

Date





## RESIDENTIAL BLOCK PARTY-STREET CLOSURE REQUIREMENTS/RULES

1. **All** persons living in area to be blocked off shall be in agreement with blocking the street. List of signatures and address shall accompany this permit.
2. No major thoroughfare (arterial or collector streets) shall be blocked off without Council authorization by Resolution.
3. Any music or other noise shall be kept to an acceptable level, amplified sound will require a noise permit; apply with the City Clerk's Office. Any valid complaint of disturbance of the peace will result in a warning and if it continues, it shall be reason to terminate the block party. The use of fireworks is not allowed per Iowa Code. Persons using fireworks may be criminally charged and the block party may be terminated.
4. Any inflatable/bouncy house or tents must be installed on private property only.
5. The City of Ankeny Public Works Division, Street Maintenance crew, shall be notified of the location and time of the block party. Barricades will be placed on the street right-of-way at the intersections of the street closing. The person(s) in charge of the block party will set out the barricades at the intersections just prior to the start of the block party. When the block party has concluded and the street and right-of-way are clear of people, materials, and debris, those in charge shall remove the barricades from the street. The removed barricades shall be placed back at the location where they were dropped off. The street shall be opened for vehicular traffic no later than the concluding time listed. The Street Maintenance crew will pick up the barricades the following working day. The person(s) requesting the block party is/are responsible and will be billed for all damaged or lost barricades. The fee for damaged or lost barricades may cost up to \$300.00 each.
6. Rain date shall fall within the same weekend of the application. In such case, the person in charge of the Block Party **shall inform the Police Department and Fire Department of the date change. Phone Polk County Dispatch at 286-3333.**
7. Block party application shall be **RETURNED NO LATER THAN 10 BUSINESS DAYS** prior to date requested for block party. Application will be reviewed by the Police Department, Fire Department, Public Works Division, and the City Manager Office before the function can be held.
8. Return completed application to the City Clerk's Office, 410 W. First Street, M-F 8-5, Questions, contact the City Clerk's office at 965-6400.



As a service to our residents we offer, free of charge, educational visits to your residential block party, by our Police, Fire, Municipal Utilities and/or Public Works Departments:

Residential Block Party Address: \_\_\_\_\_  
Date: \_\_\_\_\_

I WOULD LIKE AN EQUIPMENT DEMONSTRATION AND EDUCATIONAL VISIT FROM THE ANKENY FIRE DEPARTMENT IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_. \*\*

**\*\*No visits will be made during the hour of 6:00 p.m. to 7:00 p.m.**

I WOULD LIKE AN EQUIPMENT DEMONSTRATION AND EDUCATIONAL VISIT FROM THE ANKENY POLICE DEPARTMENT IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_.

I WOULD LIKE AN EDUCATIONAL VISIT FROM THE MUNICIPAL UTILITIES PERSONNEL, REGARDING RESIDENTIAL STORMWATER INITIATIVES, IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_.

I WOULD LIKE AN EQUIPMENT DEMONSTRATION AND EDUCATIONAL VISIT FROM THE PUBLIC WORKS DEPARTMENT IF PERSONNEL ARE AVAILABLE. THE PREFERRED TIME WOULD BE \_\_\_\_\_.