

# CITY OF BINGHAMTON BLOCK PARTY PERMIT APPLICATION

Block Party Permit applications must be submitted at least 35 days prior to the event to avoid incurring late fees. Applications submitted less than 35 days but not less than 30 days prior to the event will be charged a per-day late fee. Applications submitted less than 30 days prior to the event will not be accepted.

## CO-APPLICANT INFORMATION

Note: The Block Party Permit Application must be submitted by three (3) Co-Applicants residing on the street(s) to be closed.

**Applicant A:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**Telephone Number(s):** \_\_\_\_\_

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

**Applicant B:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**Telephone Number(s):** \_\_\_\_\_

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

**Applicant C:** \_\_\_\_\_

**Physical Address:** \_\_\_\_\_

**Telephone Number(s):** \_\_\_\_\_

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

## BLOCK PARTY INFORMATION

Note: The issuance of a Block Party Permit shall allow for the closure of one or more City streets in residential districts for the purpose of hosting a social gathering intended to serve the residents of the street(s). Block parties shall be limited to one (1) day in length, and shall not include the provision of City services which would otherwise require an Event Permit, as outlined in Chapter 327 of the Code of the City of Binghamton.

**Street of Block Party:** \_\_\_\_\_

**From** \_\_\_\_\_ **(St., Ave., Blvd.)**      **To** \_\_\_\_\_ **(St., Ave., Blvd.)**

**Date(s)/Time(s) of Block Party:** \_\_\_\_\_

**At what times do you intend to set up/clean up?** \_\_\_\_\_

**Rain Date(s)/Time(s) of Event (Granted Subject to Availability):** \_\_\_\_\_

**Please select all items which will be placed upon City property and/or used during the Event. If any such items are selected, you must include a sketch of how and where such items will be arranged.**

Note: The sketch may be hand-drawn, providing at minimum a basic outline of the site plan.

Sound System/Amplification Device       Platform/Grandstand/Stage       Cooking Apparatuses

Electrical Equipment       Tables & Chairs (Including Water Stations)       Other: \_\_\_\_\_

Tent(s), with the following dimensions: \_\_\_\_\_

Note: Tents and membrane structures having an area in excess of two hundred (200) square feet (19 m<sup>2</sup>) and canopies in excess of four hundred (400) square feet (37 m<sup>2</sup>) shall not be permitted during Block Parties.

**Sketch Attached:**       Yes       N/A

**Estimated Number of Event Participants (Including Event Marshals and/or Volunteers):** \_\_\_\_\_

*Note: Pursuant to Broome County Charter & Code Chapter 168, Article IX, an Automated External Defibrillator (AED) and a person who is trained in Cardiopulmonary Resuscitation (CPR) must be available at any event during which five hundred (500) or more individuals will be in attendance at any given time.*

**Block Party Permit "Appendix A: Petition for Approval".**

Attached

*Note: Such petition must include the approval of at least seventy-five percent (75%) of the properties with frontage (i.e., a property line) on the street(s) to be closed. At least one owner or tenant from each approving property must sign the petition.*

**BLOCK PARTY PERMIT FEES**

*Note: The fee and security deposit shall be paid upon application. Applicants shall not be charged additional fees for rain dates, if requested. The security deposit shall be returned to the Co-Applicants within thirty (30) days of the Block Party, unless the City is required to provide services for the cleaning, maintenance, and/or repair of the Block Party area, as outlined in § 327-29 of the Code of the City of Binghamton.*

**Application fee:** \$25  
**Security Deposit (refundable):** \$100  
**Late fee (per day):** \$20/day

**TERMS & CONDITIONS**

All Block Party Permits issued pursuant to this section shall be subject to the following terms and conditions:

- A. The Block Party Permit Co-Applicants are responsible for inspecting the public property which they intends to utilize in order to determine whether or not the public property is suitable for the proposed Block Party, and to ensure that there are no defects or dangerous conditions. If, subsequent to submitting the Block Party Permit application, a new defect or dangerous condition appears, the Block Party Permit Co-Applicants must advise the City of Binghamton in writing at least five (5) business days prior to the Block Party. The City may, in its discretion, correct the defect or dangerous condition or may advise the Co-Applicants to cancel or adjourn the proposed Block Party. If the Block Party Permit Co-Applicants provide less than five (5) business days prior notice or elects to proceed with the proposed Block Party before the defect or dangerous condition is remedied, the Block Party Permit Co-Applicants and Block Party participants waive any right of action against the City of Binghamton.
- B. The Block Party Permit Co-Applicants shall maintain responsibility for the City property permitted for Block Party use, and shall be responsible for the cleaning, maintenance and/or repair of said Block Party area.
1. Maintenance shall include cleaning the City property which is permitted for Block Party use of all rubbish and debris, leaving the site in a clean condition. Such maintenance shall be subject to the satisfaction of the City of Binghamton. Maintenance shall also include the repair of any City property which may have been damaged during the course of the Block Party.
  2. Should the Co-Applicants fail to clean, maintain, and/or repair the Block Party area to the satisfaction of the City, the City shall provide such services, and shall deduct the cost of such services from the security deposit. If the security deposit is exhausted due to expenses incurred by the City for such services, the Co-Applicants shall remain liable and shall reimburse the City for any and all damages or injury to any City property that may arise due to the Block Party.
- C. The Block Party Permit Co-Applicants must notify all residents and businesses along the street(s) to be closed of such closure prior to the Block Party. Failure to notify residents and businesses of such closure may result in the denial of future Block Party Permit applications.
- D. The Block Party Permit Co-Applicants shall comply with all regulations set forth by the Police Department, Fire Bureau, or other public safety personnel, and shall be responsible for ensuring that participants of the Block Party adhere to all noise and public conduct regulations outlined in the Code of the City of Binghamton.
- F. Block Party Permits are non-transferrable.
- G. The Block Party Permit Co-Applicants must be on-site during the course of the event, and must be available by telephone in case of emergencies.
- H. The Block Party Permit Co-Applicants shall provide garbage and recycling receptacles for Block Parties occurring on City property in order to prevent the accumulation of trash and recyclable materials.
- I. Pursuant to Broome County Charter & Code Chapter 168, Article IX, an Automated External Defibrillator (AED) and a person who is trained in Cardiopulmonary Resuscitation (CPR) must be available at any event during which five hundred (500) or more individuals will be in attendance at any given time.

J. The issuance of a Block Party Permit shall indicate compliance with all regulations outlined in Chapter 292, *Noise*.

K. Applicants who request closure of any City street must place a legal notice in the Press & Sun Bulletin at least two (2) days and not more than five (5) days prior to the first day of the event. The legal notice must state the name of the event, the street(s) to be closed, the time(s) and date(s) of closure. Recurring events may place one legal notice with all approved dates and times. This section shall not apply to an event on a Saturday, Sunday, or a National Holiday.

*Note: Please contact the Press & Sun Bulletin in order to determine the deadlines for publication. In general, the Press & Sun requires at least three (3) days prior notice before publication. Failure to comply with Press & Sun deadlines for legal notice submission shall not constitute grounds for a waiver of this requirement.*

L. Any notice can be e-mailed to the Block Party Permit Co-Applicants.

\_\_\_\_\_  
Signature (Applicant A)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Applicant B)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature (Applicant C)

\_\_\_\_\_  
Date