

BLOCK PARTY RULES & CONDITIONS



SECTION 1: General Requirements

- The closure of a street for block parties should pertain only to local residential streets.
- No Street shall be closed for a Block Party more than once in a three-month period.
- Applicant is required to obtain a minimum of \$2,000,000 aggregate general liability insurance with \$1,000,000 each occurrence naming the City of Imperial Beach as additionally insured
- Signatures from 80% of all households within the party area indicating their consent must be submitted with the application (use Signature Authorization Form – make additional copies as needed).

SECTION 2: Barricades and Emergency Access Requirements

- Professionally manufactured A-frame barricades shall be placed at all access points to prevent vehicular access to the Block Party venue during all times of operation including set-up and clean-up. Barricades shall be removed only after all pedestrians have exited the street and clean-up has been completed. All barricades and any other safety equipment used to support a Block Party in partial or complete darkness shall use retro-reflective materials or flashing amber caution lights. You may not use vehicles, picnic benches, chairs or anything other than A-frame barricades to prevent vehicular access to the Block Party venue. Please contact a barricade rental company to secure the equipment needed for your event. Examples of rental companies are Bj's Rentals and United Rentals and ACME Safety and Supply Corp.
- The closure point of intersections and cul-de-sacs must be kept to allow easy access for emergency vehicles, if necessary. A twenty foot (20') unobstructed lane or clear path of travel sufficient for access by an emergency vehicle must be maintained throughout the entire Block Party venue.

SECTION 3: Operational Requirements

- Adult supervision must be provided at all times.
- Alcoholic beverages shall not be consumed on City public property, including streets and sidewalks. The use of alcoholic beverages on private property shall comply with all applicable laws.
- All activities and games are to be conducted at your own risk
- Upon a complaint by any reasonable person, the applicant must ensure any sound is turned down to a more acceptable level or eliminated altogether.
- Applicants and all event participants must comply with all applicable city, county, state and federal regulations.

SECTION 4: Trash/Recycling/Event Clean-up Requirements

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- The City of Imperial Beach recommends the use of recycling receptacles for cans/bottles, paper and cardboard to be paired with trash containers around the event venue. Include where you will be placing these receptacles on your block party map.
- Clean-up shall be the responsibility of the applicant.
- The Block Party venue shall be clean, free of equipment and restored to public access immediately upon conclusion of the Block Party.

SECTION 5: Technical Requirements

- Create a computer generated or hand-drawn scaled site plan depicting:
 - Name and location of street(s) to be closed
 - Location of furniture, activities or equipment. Any inflatable/play equipment shall be specifically identified and requires an air jump permit to be submitted to the Finance Department.
 - Location of safety equipment such as barricades to close street(s)
 - Location of a twenty foot (20') unobstructed lane or clear path of travel sufficient for access by an emergency vehicle throughout the entire Block Party venue.

SECTION 6: Application Process Requirements

- Applicant shall submit a completed Block Party application with the site plan and all required signatures to the Parks, Recreation & Community Services Department no less than 30 days prior to event.
- Incomplete or improperly completed applications will not be processed.
- Approval will be subject to all other City ordinances and governmental restrictions.

BLOCK PARTY APPLICATION



Block Party applications must be submitted at least 30 days prior to the event

Party Description

| | |
|---|--|
| Event Date: | |
| Location of Block Party (from house # to house #) | |
| Number of homes involved | |
| Start time (including set-up) | |
| End time (including clean-up) | |
| Total attendance | |
| Name of vendor providing barricades | |
| Which street will be closed? | |
| Will you be submitting an air jump permit to Finance? | |

Applicant Information

| | |
|---|--|
| Applicant Name | |
| Street Address | |
| City, State, Zip Code | |
| E-mail Address | |
| Mobile Phone | |
| *Contact Person "On-Site" Day of Event (must be in attendance for the duration of the event) | |
| *Mobile Phone of Contact Person (must be immediately available to city officials) | |

BLOCK PARTY APPLICATION



Applicant Compliance

| Applicant Compliance With All Permit Terms and Conditions | YES | NO |
|--|-----|----|
| 1. I have read and agree to fully comply with all the General Requirements as described.. | | |
| 2. I have read and agree to fully comply with all of the Barricades and Emergency Access Requirements as described.. | | |
| 3. I have read and agree to fully comply with all of the Operational Requirements as described. | | |
| 4. I have read and agree to fully comply with all of the Trash/Recycling/Event Clean-up Requirements as described. | | |
| 5. I have read and agree to fully comply with all of the Technical Requirements as described. | | |
| 6. I have read and agree to fully comply with all of the Application Process Requirements as described. | | |
| 7. I have attached a computer generator or hand-drawn scaled site map as required | | |
| 8. I have attached a Block Party Resident Survey demonstrating support for the street closure(s). | | |

Waiver & Release of Liability

ON BEHALF OF THE ABOVE EVENT/GROUP, I expressly WAIVE, RELEASE and DISCHARGE the City of Imperial Beach, it's officers, agents and employees or any other person from any and all LIABILITY for any death, disability, personal injury, property damage, property theft or actions, including any alleged or actual negligent act or omissions, regardless of whether such act or omission is active or passive which may occur to myself or members of my organization/group or our heirs in connection with our participation in the above-described event. I fully understand and acknowledge that the CITY OF IMPERIAL BEACH is relying on my representation that I have authorization to sign this document and that I will provide all members of my group a completed copy of this Waiver prior to our participation.

I expressly INDEMNIFY AND HOLD HARMLESS the City of Imperial Beach, its elected and appointed officers, agents and employees from any and all liabilities or claims made by me or my organization/group, my/our heirs and any other individuals or entities as a result of any of my/our actions in connection with my/our participation in this event except for those claims arising from the sole negligence or sole willful conduct of the City, its officers, employees, volunteers or other representatives. Such indemnification includes liability settlements, damage awards, costs and attorney fees associated with any such claims.

I hereby certify that I have read this document, understand its content and am authorized to sign this document on behalf of all members of the event/group I represent.

Please Print:

Name _____ Title: _____ Phone: _____

Address: _____ Email: _____

Signature: _____ **Date:** _____

Affidavit of Applicant

I, the undersigned, declare upon penalty of perjury that the information contained in the foregoing application and any attachments is true and correct to the best of my knowledge and belief, that I have read, understand and agree to abide by the rules and regulations governing the proposed Block Party under the Imperial Beach Municipal Code and other applicable city, local, state and federal codes, laws, policies and regulations. By applying for a Block Party Permit, I agree and understand that I have the sole responsibility at all times to be knowledgeable about, fully understand, and to meet or exceed all local, state and federal codes, laws, policies and regulations associated with the Block Party. I further understand that knowingly providing any false information is cause for the immediate denial of a Block Party Permit or the suspension of a Block Party Permit if one has already been issued. I understand in the event of a major incident, my Block Party may be postponed or terminated for the sake of public safety and welfare (e.g., major crime incident, fire, flood or any act of God).

Signature: _____ **Date:** _____