

**CITY OF BREMERTON
NEIGHBORHOOD BLOCK PARTY
STREET CLOSURE APPLICATION**

Department of Public Works and Utilities
100 Oyster Bay Avenue N, Bremerton, WA 98312 (360) 473-5920

To close off your street and register your block for your block party activities, provide the following information. You will receive notification from the City’s Department of Public Works & Utilities regarding your application within ten (10) days of receipt.

1. APPLICANT INFORMATION

Name	
Street Address (include zip code)	
Home Phone Number	
Work Phone Number	
E-mail Address	

2. BLOCK PARTY INFORMATION

Date of party (allow ten (10) days to obtain approval of street closure) _____

What type of activities are your planning for your block party _____

Estimated number of people you expect to attend _____

Time activities will begin _____ and end _____

Street to be closed: _____

From (cross street) _____

To (cross street) _____

Intersections **cannot** be closed

3. REQUIRED ATTACHMENT

Attach a Street Closure Map showing the following information (see **Exhibit A** of Neighborhood Block Party Guidelines):

- Street closures (i.e. street names, location of road closed barricades);
- A sixteen-foot (16’) emergency access fire lane,
- Location of monitors to open the street for local access and emergency vehicles;
- Location on street where block party activities will occur; and
- Applicant name, date and time of block party.

4. INDEMNIFICATION/HOLD HARMLESS

By submitting this application the Applicant agrees to comply with all applicable city ordinance and all applicable requirements of state and federal law.

The undersigned hereby makes application for use of public right-of-way and certifies the information provided in this application and supporting material is true and accurate. Applicant is aware all information contained herein is subject to public disclosure in accordance with the Washington State Public Disclosure Act.

Applicant agrees to defend, indemnify and hold harmless the City of Bremerton, its officers, officials, employees and volunteers from and against any and all claims, suits, actions, or liabilities for injury or death of any person, or for loss or damage to property, which arises out of the event or from any activity, work or thing done, permitted, or suffered by Applicant during the event, except only such injury or damage as shall have been occasioned by the sole negligence of the City.

Applicant's Signature: _____

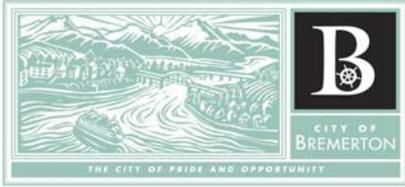
Date: _____

**RETURN COMPLETED APPLICATION,
STREET CLOSURE MAP, AND NON-
REFUNDABLE \$25.00 APPLICATION FEE TO:**

Mail or deliver to:
City of Bremerton
Department of Public Works and Utilities
100 Oyster Bay Avenue N
Bremerton, WA 98312

**IF YOU HAVE ANY
QUESTIONS CONTACT:**

Department of Public Works & Utilities
(360) 473-5920
Bremerton1@ci.bremerton.wa.us



CITY OF BREMERTON NEIGHBORHOOD BLOCK PARTY GUIDELINES

Department of Public Works and Utilities
100 Oyster Bay Avenue N, Bremerton, WA 98312 (360) 473-5920

Neighborhood block parties provide opportunities to connect with neighbors, celebrate, work on common projects, and strengthen community relationships. These events are held and attended by people living in the neighborhood surrounding the street to be closed, they are not intended to be open to the general public.

A Neighborhood Block Party Street Closure Application is required for neighborhood events that temporarily close a street. To apply for a street closure follow these guidelines.

APPLICATION AND FEE

A complete application must be received no less than ten (10) business days prior to the event or it will not be processed and requires the following:

1. Applicant must live on the street to be closed and serve as event contact.
2. Block party may be held between 9:00 a.m. and 10:00 p.m., for a period of time not to exceed six (6) hours unless otherwise approved; and
3. You cannot apply for more than one (1) block party per any ninety (90) day period.
4. A complete application includes the application; map of street closure; a non-refundable twenty-five dollar (\$25.00) application fee; and the name, address, and telephone number of the Applicant.
5. The complete application shall be mailed or personally delivered to the City's Department of Public Works and Utilities at 100 Oyster Bay Avenue N, Bremerton, WA 98312.

PROCESSING OF APPLICATION

The application shall be processed and administered by the City's Department of Public Works and Utilities and can be contacted at (360) 473-5920.

NOTIFICATION TO NEIGHBORS

Applicant is responsible for contacting neighbors to share details of the block party and temporary street closure. Access must be provided for neighbors not attending the party.

STREET CLOSURE

When temporarily closing a street for block party activities, an adult monitor should be assigned to each street closure to let local traffic in/out, provide emergency access, and answer questions. Applicant may not close:

1. Arterial streets,
2. Intersections, and
3. Streets with a bus stop.

The Fire Department requires:

1. A sixteen-foot (16') emergency access fire lane, that can be immediately cleared for access in the event of an emergency, be maintained at all times; and
2. Hydrants and fire protection connections remain clear at all times.

Applicant is responsible for obtaining and positioning barricades/street closure signs. See attached **Exhibit A** as an example of the required map showing how to block off your street.

1. "Street Closed" barricades can be rented from a local traffic control company; or
2. Barricades are available at the City for use and may be picked up at the City's Department of Public Works and Utilities by calling (360) 473-5920. Barricades are to be returned to the City the following business day or a \$25.00 charge per barricade will be billed to applicant.
3. At the conclusion of the event, Applicant agrees to return the street to its original condition and remove the barricades/street closure signs.

EXHIBIT A

BLOCK PARTY STREET CLOSURE EXAMPLE

- 1. Place barricades with "STREET CLOSED" signs across the entire roadway at each closure.
- 2. Keep tables/setup to one side of street in order to maintain a 16' emergency fire access lane.
- 3. Assign an adult monitor at each street closure to move barricades for neighbor and emergency vehicle access.

