



TOWN OF YOUNTVILLE

RESIDENTIAL BLOCK PARTY GUIDELINES & APPLICATION

Permit #

The following guidelines apply to all Residential Block Party Permit Applications. The Town of Yountville requires anyone planning a residential block party on Town streets, sidewalks and other public space to have a permit.

Description: Block Party: "Block party" means a gathering, sponsored solely by owners, residents or tenants of properties fronting a street. It is a closure of no more than one block of a local street to vehicular traffic and use of the street for a gathering usually residential, for small-scale events, such as potluck dinners and barbecues that are less than 100 persons in attendance.

There is not necessarily a right to use public right of ways to host events. Residential Block Parties must not compromise safety of participants or the public and must be approved in advance by the Town. There are no charges to residents. These regular guidelines shall apply to all temporary local street closures for block parties or similar activity granted under the authority of Town of Yountville Municipal Code, Sections

Early submissions of block party applications enable the Town to quickly process forms and to notify the Fire and Police Departments of all block party street closures. Permission for use of Town of Yountville properties and public right-of-way for Residential Block Parties are coordinated through the Town of Yountville Community Services Department.

Application: is to be completed by a representative who lives on the residential block where the event will be held a minimum of thirty (30) working days prior to the requested date. Incomplete packets will not be considered. A completed application should be forwarded to the address below. All application will be reviewed between 5 and 7 business days. Block party permits will be approved only for **Saturdays, Sundays, and Holidays**.

Town of Yountville Parks and Recreation Department
6516 Washington Street Yountville, CA 94599
Phone: 707-944-8712
Email: parksandrec@yville.com

After the completed application is approved and signed the Residential Block Party permit will be returned to the applicant. The approved permit must be available at the Block Party site to present to a Town of Yountville representative upon request.

APPROVAL/DENIAL: The Parks and Recreation will generally grant local street closure permits for Block Party Activities upon receipt of the completed permit application, unless there is a conflicting event. Application denials may be appealed to the Town Manager.

TOWN OF YOUNTVILLE RESIDENTIAL BLOCK PARTY PERMIT GUIDELINES

These regular guidelines shall apply to all temporary local street closures for block parties or similar activity granted under the authority of Town of Yountville.

ACCESS Residents abutting the closure shall have pedestrian and vehicle access to their properties at all times. Commercial vehicles are to be admitted for deliveries, along with the vehicles of persons who must enter the street, in order to conduct their normal daily activities.

APPLICATION DEADLINE: The deadline for submission of applications for block party permits is 30 working days prior to the date of the event.

BARRICADE PICK UP and RETURN: Barricades will be delivered by Public Works staff and placed at a central corner for easy access.

The street may be blocked off for the event. However, cars, trucks, etc., may not be used to block off the street.

After the event, please return the barricades to the area they were delivered to.

CLEAN UP: The street and sidewalk area shall be cleaned of all debris and litter. Residents will assume total responsibility for setting out their recycling and their properly bagged trash on their next regularly scheduled recycling/trash collection day/s. At the conclusion of the event, the street must be left in a clean and safe condition and opened to traffic no later than 8:30PM.

CLOSURES: For the street to be closed, the **approval of 75%** of the households residing on each block involved is required. Each applicant signing the petition must be **an adult representative and reside on the block** that is being closed. Only one signature per household will be accepted.

AMPLIFIED SOUND: The loudest noise permitted is 10 decibels above the ambient level at a distance of 50 feet from the sound amplifying speakers.

EMERGENCY ACCESS: A 20-foot wide emergency access lane shall be maintained at all times throughout the closure.

HOURS: Closure will generally not be permitted during normal Monday-Friday business hours, unless it is an observed holiday. Street closures shall be permitted only between 10:00 AM and 8:00 PM. Amplified Sound Permits.

SPONSORSHIP: The activity is sponsored solely by owners, residents, or tenants of properties fronting the street to be closed.

PERMITS: All necessary permits shall be obtained from the Town of Yountville community Services Department. **Please keep this approved permit available at the Block Party site and present it to Town of Yountville representatives upon request.**

**TOWN OF YOUNTVILLE
RESIDENTIAL BLOCK PARTY PERMIT APPLICATION**

PERMIT #

APPLICATION AND PERMIT FOR TEMPORARY CLOSURE OF PUBLIC STREETS OR SIDEWALKS, AS
REGULATED BY the Town of Yountville (Municipal Code)

Neighborhood Association/Group

pplication Date:

PRIMARY CONTACT: Name:

Title:

Address:

Phone-Office:

Fax:

Cell:

Description & Function of Event

Anticipated Attendance

Location of temporary block closure (Street Name) _____

Days & Date(s) _____

Between the hours of _____ A.M./P.M. and _____ A.M./P.M.

By signing this I am certifying that I have read and understand the Residential Block Party guidelines that accompany this application and agree to the policies and procedures. We agree to indemnify and hold harmless the Town of Yountville, its officers, agents, and employees from any and all claims, damages or suits that may arise or in any way be occasioned by the granting of this permit or the maintenance of the block party or similar activity. This permit is only for temporary street closure. Other permits may also be required, such as Amplified Sound Permit, etc.

APPLICANT'S SIGNATURE: _____

DATE: _____

Town Use Only

Permit Granted: Yes No Date: _____ Duration of Permit: _____

Necessary Qualifications:

A: Local Street B: One Block Long C: Zone Residential

D: No Commercial or Advertising E: Sponsored by Yountville Residents only

Fire Department Approval:

Signature: _____ Date _____

Sheriff Approval:

Signature: _____ Date _____

Public Works Approval

Signature: _____ Date _____

Planning Director Approval

Signature: _____ Date _____

Town Approval: _____

Date _____

**Community Services Director
RESIDENTIAL BLOCK PARTY PERMIT PETITION LIST**

Each applicant signing the petition must be *an adult representative and reside on the block* that is being closed. Only one signature per household will be accepted.