

9) Will you be serving alcohol at this event? Yes _____ No _____

10) Will you have food vendors at this event? Yes _____ No _____

Vendor Name(s):

11) Location of food vendor (s) at this event?

By applying for this block party permit, the organization or entity obtaining such permit (Applicant) agrees to defend, indemnify and hold harmless the City, its officers, officials, employees and volunteers from all claims, injuries, damages, losses or suits including attorney fees, arising out of or in connection with the activities or operations performed by the Applicant or on the Applicant's behalf out of issuance of this Permit, except for injuries and damages caused by the sole negligence of the City.

Signature of Applicant

Date

City of Altoona | 1303 Lynn Avenue | Altoona | WI | 54720
ph 715-839-6092 | fax 715-839-1800 | e-mail cityhall@ci.altoona.wi.us
www.ci.altoona.wi.us

Applicant, please do not write in the space below. Thank you.

Routed to Reviewers

Date _____

Due to City Clerk

Date _____

REVIEWERS:

City Administrator Mike Golat

Initials _____

Police Chief Kelly Bakken

Initials _____

Initials _____

Initials _____

CONDITIONS:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____

Approved by:

Signature of City Official

Date

Chapter 5.52
Block Party Permit

Sections:

5.52.010	Definition.
5.52.020	Purpose.
5.52.030	Permit required.
5.52.040	Block Party Licensing Requirements.
5.52.050	Location.
5.52.060	Noise.
5.52.070	Hours.
5.52.080	Garbage Removal.
5.52.090	Mobile Food Vendors.
5.52.100	Penalties.

5.52.010 Definition.

Block Party ("Party") shall mean a neighborhood social and recreational gathering of persons residing in adjacent city blocks where a portion of a street or alley sought to be closed and used for the gathering is completely residential. A Block Party does not involve the sale of alcohol.

5.52.020 Purpose.

The purpose of a Block Party is to bring neighbors together to get to know each other, provide a forum for solving neighborhood problems, provide a sense of safety, assist in crime prevention, and build a sense of community.

5.52.030 Permit required.

No person shall hold or conduct any Block Party, governed by this chapter, without first obtaining a block party permit.

5.52.040 Block Party Licensing Requirements.

A. License application. Application for approval of a Block Party shall be submitted to the City Clerk at least 30 working days prior to the prospective Party. Applications shall be made to the city on a form prescribed and provided by the city. The application shall contain such information as the city deems necessary, which may include, but not be limited to:

1. Property which is not public area, to be used;
2. A full and complete description of the Party;
3. The use to be made of any public area by the applicant;
4. The duration of the Party and proposed use;
5. Estimated attendance;
6. A list of neighbors impacted; and
7. If alcohol will be served at the event.
8. A list of participating mobile food vendors.

B. Issuance of permit. Upon receipt of a complete application and application fee as stipulated in Chapter 3.08, City Staff shall make a determination regarding said permit within fifteen working days of the date of receipt of the complete application. City Staff shall review and may approve, approve with conditions, or deny the application for reasons of public health, safety, or welfare, or due to violation of this section, the city code of ordinances, or applicable state or federal law. The applicant may be requested to meet with City Staff to review the application. The terms of a Block Party permit, and the city's consideration, shall include, but are not limited to, the following:

1. The time, hours, location, and size of the Party.
2. Evidence that the location or type of the Party will not cause undue hardship for neighboring businesses or residents.

3. The Party shall not interfere with access for police, fire prevention, emergency and/or medical services and mitigation measures, as appropriate, shall be required to ensure safety.

4. Any structure temporarily erected as a part of the Party will not extend or protrude into or over any portion of the public space that is open to vehicle or pedestrian travel in such a manner as to create a likelihood of endangering the use of such space by vehicles or pedestrian travel.

5. Any structure temporarily erected shall not damage public facilities.

6. In the event the Party involves encroachment or partial obstruction of a sidewalk or other walkway open to the public, a minimum of three feet of unobstructed sidewalk or other protected walkway shall be maintained at all times.

7. The applicant agrees to indemnify, hold harmless and defend the city, its officers, agents and employees from any and all claims, losses or liability of whatever nature that may arise out of or in any way connected to the applicant's Party.

8. The applicant remits all fees which may be required by the city in a timely fashion.

9. The applicant meets such other conditions as are imposed by the city to reasonably assure that the Party does not in any way create a likelihood of endangering those who are lawfully using the public place or right-of-ways.

10. The city reserves the right to impose special conditions based upon the particular circumstances of each Party. All conditions shall be subscribed on or attached to the permit.

11. Alcoholic beverages are permitted in conjunction with a permitted Block Party as is provided in chapter 9.23 of the Altoona municipal code.

C. Appeal. Any decision of City Staff with respect to the issuance or refusal to issue a permit or their revocation of a permit may be appealed to the city council by filing a letter of appeal stating the reasons for the appeal of such decision with the city clerk within five (5) working days of the date of issuance of the decision being appealed. The city council shall review the appeal and issue a final decision within thirty (30) working days of the date of the filing of the appeal.

D. Revocation. All permits issued pursuant to this chapter shall be temporary, shall vest no permanent right in the applicant and may be revoked by the city as follows:

1. Immediate revocation in the event of a violation of any of the terms and conditions of the permit;

i. If the police department receives valid complaints concerning the Party or the Party does not conform to the conditions of the approved application, the police department may order the Party to cease.

2. Without notice in the event such use shall become, for any reason, dangerous or any structure of obstruction permitted shall become insecure or unsafe;

5.52.050 Location.

Parties may only take place in residential-zoned districts or other areas defined for residential use. Parties taking place in a commercially zoned district shall be subject to special events permitting as provided in chapter 5.50 of the Altoona municipal code. Parties shall not take place on Arterials, detour routes, or in areas under construction.

5.52.060 Noise.

Parties are subject to noise regulation under Chapter 9.36 of the Altoona municipal code.

5.52.070 Hours.

Any street or alley closed for a Party shall be reopened by 10 PM.

5.52.080 Garbage Removal.

All waste and debris must be cleaned up and properly disposed of after the Party ends.

5.52.090 Mobile Food Vendors.

Mobile food vendors may operate in conjunction with an approved block party provided the vendor is fully permitted through the Eau Claire County Health Department, the State of Wisconsin or other applicable permitting entity. Mobile food vendors operating in conjunction with an approved block party are exempt from licensing procedures set forth in chapter 5.20 of the Altoona municipal code. Block party organizers must include the business name of any mobile food vendor(s) that plan to operate in conjunction with a block party in the event application.

5.52.100 Penalties.

The penalty for violation of this chapter shall be as provided in chapter 1.08 of the Altoona municipal code. (Ord 12H-17, 2017)