



Community Development Department
 14000 City Center Dr., Chino Hills, CA 91709
 (909) 364-2740 Fax (909) 364-2795
 www.chinohills.org

TEMPORARY SPECIAL EVENTS

Block Party Information & Application

Applies to a road closure at the bulb of a cul-de-sac in the public right-of-way.

APPLICATION FEE: Refer to the Community Development Fee/Deposit Schedule for application fee amounts.

APPLICANT/PARTY INFORMATION

Name: _____ Phone Number: _____ Email: _____

Address: _____

Location of Closure: _____

Date of Closure: _____ Hours of Closure: _____

Requirements:

1. Provide a Block Party Homeowners Petition (Attached) with signatures of all homeowners within the road closure area. The petition must be approved by 100% of the homeowners.
2. The permit application must be submitted 30 days in advance of the event in order to allow review by the Police and Fire Departments and City staff.
3. **IMPORTANT: Prior to obtaining a block party permit, applicant is required to provide the City with a General Liability Insurance Endorsement in the amount of one million dollars (\$1,000,000.00).** The endorsement should name the City as an additional insured, and list "Block Party" on the endorsement. As an alternative, special insurance may be purchased through the City. Please contact Lynnae Sisemore, Assistant City Clerk at (909) 364-2621.
4. Road closure will be allowed from 9:00 a.m. until 10:00 p.m. After 10:00 p.m. festivities must either cease or move to private property.
5. Only traffic cones or traffic delineators may be used for cul-de-sac closure. See the attached illustration for required placement.
6. Emergency vehicles must be allowed to pass the barricades at all times. Therefore, no vehicles may be parked on the street within the barricaded area.
7. There shall be no blocking of any fire hydrants for a minimum of fifteen feet (15').
8. Any seating, tables or furniture or other objects must be located as close to the curb as possible in order to provide the required twenty foot (20') clearance for emergency response.
9. No cars or other obstructions may be located in the required emergency lane. See attached illustration.

PLEASE SEE REVERSE SIDE FOR ADDITIONAL DETAILS

10. No fireworks or wood burning devices are allowed per the Chino Valley Fire District.

11. Alcoholic beverages are prohibited in the right-of-way.

12. Additional items may be required by the Chino Valley Independent Fire District. For further information please contact the Fire District at (909) 902-5280.

13. Comply with all other applicable local, state and/or federal laws.

If you should have any further questions, please contact the Community Development Department at (909) 364-2740.

I understand that my Block Party Permit may be suspended or revoked for non-compliance with the conditions of approval as specified.

Signature

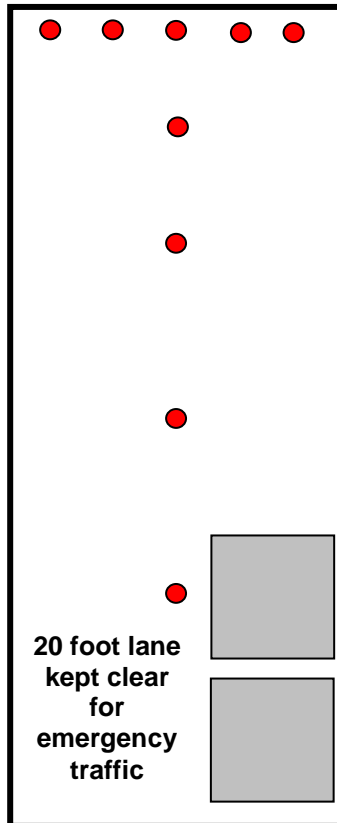
Print Name

Date



TEMPORARY SPECIAL EVENTS Block Party Road Access Requirements

**NO
BLOCKING
OF FIRE
HYDRANTS**



Easy-ups, BBQs, etc. are OK in the street outside of emergency lane.

Mark emergency lane with traffic cones or traffic delineators.



TEMPORARY SPECIAL EVENTS

Block Party Home Owners Petition 100% of Home Owners must sign petition

Location of Closure: _____

Date of Closure: _____ Hours of Closure: _____

I/we live on _____ cul-de-sac and are aware a neighborhood block party road closure event will commence on the date and times listed above. By signing below, we are in full support of the event.

NAME	ADDRESS	TELEPHONE #	SIGNATURE