



CITY OF LAS VEGAS

Block Party Application

Submittal Requirements

Submit your Block Party Application to the City of Las Vegas Office Department of Public Works

Phone: 702.229.6272; Email Filming@LasVegasNevada.gov

The City of Las Vegas Public Works office hours are Monday - Thursday from 7:30 am - 5:30 pm closed Fridays.

Site Map

A site map must be drawn and submitted with the application. The map provides an overview of your event. It should clearly show the event location including surrounding streets. Additionally the map will illustrate any amusement activities, tents, barbecues, table and chair placement, or any other large items which will be used. The diagram must include a 12 foot fire lane on the street for emergency vehicle access. The lane must be clearly marked on the diagram and must remain vacant of any objects during the Block Party.

Fees:

There is no charge for a block party, however, you are responsible for furnishing the traffic barricades and signs necessary to close the street.

Permit Requirements:

- Hand carry the petition to each neighbor and obtain proof of notification in form of signatures on the petition. If a house is vacant, indicate that on the petition. You need to account for all of the addresses on the block and abutting properties to the closed street. For rental properties, if you cannot obtain signatures from the individual units, you can obtain signatures from the property management company or landlord. Document all attempts to obtain property owner/representative signature of notification on the petition.
- You are responsible for providing the barricades to close the street. Arrange to have two Type 2 barricades with "Road Closed to Thru Traffic" signs (equipped with flashing yellow lights if the street will be closed after dusk) to be placed at each end of the street (four barricades total). You are responsible for providing and placing barricades, and for their removal by the end time of the permit.
- Keep the permit available on site during the event and provide it for review if a Metro officer or other authorized representative of the city of Las Vegas asks for it.
- As a condition of the fire department's approval, emergency access as identified on the site map must remain unobstructed during the event. All fire hydrants and fire sprinklers and/or standpipe connections will be readily visible, accessible and unobstructed.
- Organizers must allow all property owners and residents within the barricaded area, vehicle and pedestrian access to their residence at all times.
- Organizers may not impede pedestrian right-of-way nor block access to any establishment in any manner.
- Block parties should be planned for cul-de-sacs or other local streets, which will not obstruct through traffic flow.
- Organizers must comply with any direction of any sworn public safety officer whenever there is an emergency that require action to protect public safety.
- From the time of closure of the street to the time of reopening, the site will need to be secured and monitored by the applicant or the individual designee as responsible for the event.
- Any music, live or recorded should be at a level as not to disturb the peace. Should a complaint be received, a police officer may direct the music to be turned off or revoke of the permit.
- Organizer will provide adequate trash containers for waste that may be generated by the event.

Permit Conditions:

- Block parties will not be authorized on streets classified as a major intermediate or collector street
- All block parties shall terminate no later than 11pm.
- At least 80% of the residents on the block must sign the letter of request.
- Permission will be denied if opposition is expressed to the granting of a permit by a resident of the block because of illness in the family, providing a statement is furnished to the city by the attending physician that the annoyance could be injurious.
- Music if any shall be kept at a low key in consideration of neighboring residents.
- The organizer shall be held responsible for the return of all public and private property in the immediate vicinity of the venue to the condition existing prior to the event and shall be responsible for the clean up of any litter or debris which may accumulate as a result of this event.



CITY OF LAS VEGAS

BLOCK PARTY APPLICATION

Be sure application is completed before submitting.
Signed copy of the Indemnification must be submitted prior to permit approval.

Primary Contact/Applicant

E-Mail Address:

Telephone Number: Cellular Number:

Event Name

Event Description

Primary Address

Event Location

Setup Start (DT/Time) Teardown Complete (DT/Time)

Event Date Start Time Complete Time #Residents + Guests

☐ Yes ☐ No Do you intend to cook food in the street?

Method(s): ☐ Gas ☐ Electric ☐ Charcoal ☐ Grease ☐ Other

Location(s) ☐ Indoors ☐ Tent ☐ Table ☐ Other

	#	List any food truck vendors:
-	1	

☐ Yes ☐ No Will there be any Street/Lane/Alley or Sidewalk closure(s)?

Boundary Limits:

☐ Yes ☐ No Will any Tents, Canopies or Chairs be used during the event? (if yes, be sure to include on site plan)

☐ Yes ☐ No Will there be any portable structures used at your event (including bounce house, rides, games)?

Details:

☐ Yes ☐ No Will there be any temporary lighting used/installed for the event

Lighting Details:

☐ Yes ☐ No Will any temporary power be used at your event (e.g., generators, wiring, spider boxes, lighting)?

Qty, Generator size(s)/KV-A

☐ Yes ☐ No Will there be any entertainment at your event?

☐ Yes ☐ No Will there be music at your event?

Type of Music:

☐ Band

☐ DJ

☐ Recorded Music

Band name / DJ and Genre of Music:

☐ Yes ☐ No Will any pyrotechnics be used at the party?
(pyrotechnics require an additional permit issued by Las Vegas Fire and Rescue)

Guest Parking Locations(s):

Emergency Access Points:

☐ Yes ☐ No Will Medical Transport be used?

Medical Transport Vendor

☐ Yes ☐ No Will any attendees or participants be 'camping out' or staying on the premises overnight?

Who is providing cleanup?

Local and State regulations prohibit the discharge of wash water, cleaning water, trash and debris to the Storm Drain system. Please contact the City's Environmental Officer for specific information and assistance with your event planning at 702-229-2338.

☐ Yes ☐ No Will Portable Restrooms be used? (10% of total must be ADA compliant at each location)

Total # of Portables:

ADA

Company:

BLOCK PARTY PETITION

Be sure application is completed before submitting.

If any part of the event is being held on Public Property, Signed copy of the Indemnification must be submitted prior to permit approval.

Block Party Date: Start Time Complete Time

Street Name:

Between: And:

Description

		Address	Name	Signature	Phone#	Approval (Yes/No)
-	1					
-	2					
-	3					
-	4					
-	5					
-	6					
-	7					
-	8					
-	9					
-	10					
-	11					
-	12					
-	13					
-	14					
-	15					



Residential Block Party

WAIVER AND RELEASE OF LIABILITY & HOLD HARMLESS FORM

Event Organizer (Applicant):	<input type="text"/>
Event Organization (if any):	<input type="text"/>
Event Name:	<input type="text"/>
Location (Right-of-Way):	<input type="text"/>
Event Date:	<input type="text"/>

In consideration for being allowed to conduct this EVENT, APPLICANT, as an individual or as the representative of the above listed ORGANIZATION, if any, (individually or collectively, “APPLICANT”) releases from liability, and waives the right to sue, the CITY OF LAS VEGAS, its appointed and elected officials, employees, agents and representatives (collectively “CITY”) from and for any and all claims, including claims of the CITY’S negligence, resulting in any physical injury, illness (including death), economic loss or damages of any kind APPLICANT may suffer or which may result from participation in this EVENT, travel to and from the EVENT or any activities incidental to this EVENT.

APPLICANT, agrees that he, she, or it will indemnify, defend and hold harmless the CITY for, from and against all liabilities, claims, judgments, suits or demands for damages to persons or property (collectively, the “CLAIMS”) arising out of, resulting from, or related to the APPLICANT’S temporary use of the RIGHT-OF-WAY for which the APPLICANT is permitted to conduct a block party event on the date referenced above, that are due to the actions or omissions, negligent or otherwise, of the APPLICANT, and their collective agents, employees, representatives, subcontractors, suppliers, volunteers, patrons, guests, licensees, invitees or of any other person entering in or upon the RIGHT-OF-WAY for said EVENT with the express or implied invitation or permission of APPLICANT.

APPLICANT’S duty to indemnify, defend and hold harmless the CITY shall arise at the time written notice of the CLAIMS is first provided to the CITY regardless of whether suit has been filed and even if APPLICANT is not named as a Defendant.

APPLICANT fully understands and acknowledges that the CITY is relying on APPLICANT’S representation that he or she has read and understands this FORM and is signing it freely, that APPLICANT has authorization to sign this document and that APPLICANT will make available to the ORGANIZATION, if any, and all EVENT attendees a completed copy of this WAIVER, RELEASE OF LIABILITY & HOLD HARMLESS FORM prior to their participation in this EVENT.

Permittee Signature:	<input type="text"/>	Date Signed:	<input type="text"/>
Typed/Printed Name:	<input type="text"/>		
Title:	<input type="text"/>		

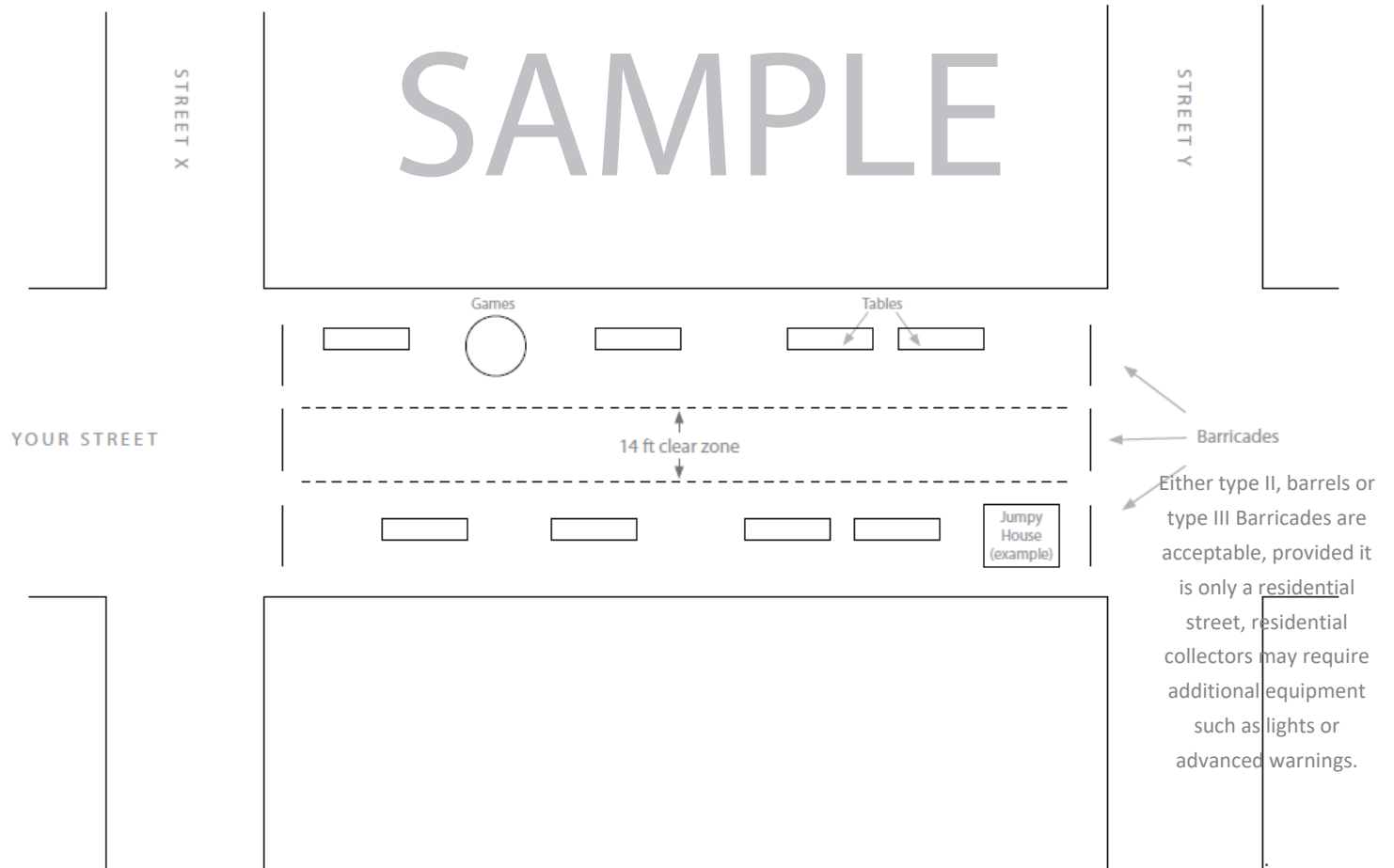


CITY OF LAS VEGAS

Block Party Permit Application

Site Map SAMPLE

Below is a sample of a typical site map. A site map is required for each block party and must show an emergency response lane having a minimum 12 foot wide unobstructed access at all times. You may use the template on the following page, or create your own.





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Site Map Template

You may use the space below to draw a map of the streets/area to be closed, including the location of all special activities such as: tents, barbecues, tables and chairs. Be sure to include a 12 foot emergency response lane on either side or through the middle of the block which is to remain unobstructed.

The site map template consists of two identical rectangular areas, one above the other. Each area is defined by a thin black line forming a rectangle. The rectangles are intended for the applicant to draw a map of the streets/area to be closed, including the location of all special activities such as tents, barbecues, tables and chairs. The rectangles are separated by a large white space.

Either type II, barrels or type III Barricades are acceptable, provided it is only a residential street, residential collectors may require additional equipment such as lights or advanced warnings.