

REQUEST FOR BLOCK PARTY

This application must be filed
at the Town Clerks Office

**FOUR WEEKS
PRIOR**

to the proposed date of party.

Please **PRINT** all information

An applicant conveying false or misleading information whether known or should have been known, may result in an application denial and/or immediate revocation of already existing permit.

Office of the Town Clerk – Town of Babylon
200 East Sunrise Hwy., Lindenhurst, NY 11757 – 631 – 957-4288

REQUEST FOR BLOCK PARTY

This application must be filed at the Town Clerks Office
FOUR WEEKS PRIOR to the proposed date of party.
Please print all information

Name _____ Telephone Number _____

Address _____

E-Mail _____

Sound Equipment _____ Type _____

Date of party ____/____/____ Rain date ____/____/____

Hours of party – From: _____ To: _____ # of persons attending: _____

Intersections to be barricaded: _____

Dates of Prior Block Parties: _____

Local Fire Department (Must be filled in) _____

Name of street _____ # of houses on block _____ # of Signatures _____

\$25 Application Fee Check # _____

IMPORTANT CHECK LIST PLEASE READ!

- You must have 85% of the residents** on the said block **sign this application** in order for permission of block party to be granted. **All signatures must include house and telephone numbers.**
- A sketch of the area involved must include **each numbered house, any side streets & intersections**, and any **areas which need to be barricaded indicated by an X.**
- Application fee of \$25. Non refundable Checks are to be made out to the Town of Babylon.**
- The Highway Department will supply barricades to block off streets marked by the **X** on the provided sketch. **Using cars and or other vehicles as barricades is strictly prohibited!**
- The applicant must submit a **CHECK (no cash)** in the amount of \$100.00, made out to **Town of Babylon**. Checks must have the applicant's name. Upon inspection of the street and pickup of the barricades, applicant may return to the Town Clerks Office to claim their check, **all unclaimed checks are destroyed after 2 months.**
- The applicant **MUST** live on the block and be present at the event.
- Vendors are not permitted at the event. See attached Town Code Chapter 85
- No Admission Fees can be charged for the event. See attached Town Code Chapter 85
- Businesses and Churches that will be affected must be notified of the event.

I (we) agree that the information as stated is true and accurate and that I (we) have read the attached copy of the Town of Babylon Code, and will comply.

Signature _____ Dated _____

All rules and regulations for block parties are strictly enforced!

Attach here a sketch of the proposed block party area, along with the areas that will have activities (ie: DJ, bouncy houses, rides etc.)

Include each NUMBERED HOUSE, SIDE STREETS, and INTERSECTIONS, and areas to be barricaded indicated by an X.

Chapter 85, BLOCK PARTIES; PUBLIC ASSEMBLY PERMITS; USE OF SOUND EQUIPMENT

[HISTORY: Adopted by the Town Board of the Town of Babylon: Art. I,6-19-1984 by L.L. No. 6-1984. Amendments noted where applicable.]

GENERAL REFERENCES

Bazaars and fairs -- See Ch. 79.

Noise -- See Ch. 156.

Public assembly places -- See Ch. 173.

ARTICLE I, Issuance of Permits [Adopted 6-19-1984 by L.L. No. 6-1984]

§ 85-1. Legislative findings. [Amended 2-25-1992 by L.L. No. 1-1992]

Historically, the permission of the Town Board has been necessary for the granting of public assembly permits, the holding of a block party and/or for the use of sound equipment within the Town of Babylon. The Town Board has now determined that, provided that a request meets certain criteria established in this article, permission by resolution of the Town Board should no longer be required, but rather the permit should be issued directly by the office of the Town Clerk. Additionally, it shall be the policy of the Town to communicate information regarding all permits issued pursuant to this article to the Suffolk County Police Department.

§ 85-2. Block party permits.

Provided that a request meets the criteria set forth in this section, the Town Board hereby delegates to the Town Clerk the authority to issue block party permits:

- A. The request must be made at least four weeks before the proposed date. [Amended 6-2-1992 by L.L. No. 3-1992]
- B. The request must be made by an individual resident of the street and include that resident's address and both home telephone number and a telephone number where the individual can be reached during regular business hours.
- C. The request shall include the date and rain date.

- D. No more than two requests may be granted for each block during any one calendar year.
- E. The request shall state the hours of operation, but in no event shall a permit be granted for a block party commencing before 10:00 a.m. or terminating after 11:00 p.m. when the day following the block party is a Saturday, Sunday or holiday, or terminating after 10:00 p.m. when the day following the block party is a regular workday.
- F. The request shall indicate which intersections are to be blocked, and no request may be granted by the Clerk which requests the blocking of any state or county roads or other major thoroughfares in the Town which, in the opinion of the Town Clerk, would be severely disruptive of traffic in or about the proposed site.
- G. The request shall specifically indicate whether any of the intersections to be blocked are controlled by traffic lights.
- H. The request shall include a sketch of the area involved showing the various intersections.
- I. The request shall be accompanied by a petition of the signatures and addresses of residents on the subject street. The Clerk shall not issue a permit unless the petition contains signatures representing at least 85% of the homes to be included by the permit.
- J. The applicant shall furnish a certified check in the sum of \$100 to guarantee the cleanup performance on the part of the applicant or his agent. The applicant consents to allow the Town of Babylon to apply said sum of \$100 towards cleanup upon failure of the applicant to do so in the time required therefore. In no event shall any portion of said cleanup fee be refunded until the Commissioner of the Department of Public Works shall have inspected the block and approved of the release of said fee or the balance remaining. [Added 6-2-1992 by L.L. No. 3-1992; amended 9-7-1994 by L.L. No. 26-1994]
- K. No block party shall charge a fee for any item, including but not limited to admission, food or beverage. [Added 6-2-1992 by L.L. No. 3-1992]
- L. The Police Department and any other law or code enforcement entity shall have the authority to order termination of the block party for violation of the conditions of the permit or for violation of any Town, county or state law or ordinance. [Added 6-2-1992 by L.L. No. 3-1992]

§ 85-3. Use of sound equipment permits. [Amended 6-2-1992 by L.L. No. 3-1992; 7-12-1994 by L.L. No. 11-1994]

Provided that a request meets the criteria set forth in this section, the Town Board hereby delegates to the Town Clerk the authority to issue use of sound equipment permits.

- A. (Reserved)^{EN(1)}
- B. The request must include the applicant's address and both home telephone number and a telephone number where the individual can be reached during regular business hours.
- C. The request will list the club or organization requesting the permit, if any, and the purpose for the use of the sound equipment. The Clerk may not issue permits for commercial purposes.
- D. The request shall include the date and the rain date.
- E. The request shall state the hours of operation, but in no event shall a permit be granted for the use of sound equipment commencing before 10:00 a.m. or terminating after 11:00 p.m. when the day following the event is a Saturday, Sunday or holiday, or after 8:00 p.m. when the day following the event is a regular workday.
- F. The request shall include the location or area where the sound equipment will be used, but in no event shall a permit be granted for the use of sound equipment within 500 feet of a residence or within any residential zone, except that a sound equipment permit may be issued in conjunction with the issuance of a permit for a block party, bazaar or fair.
Amended 10-13-1998 by L.L. No. 13-1998]
- G. The request shall include a description of the sound equipment. [Added 10-13-1998 by L.L. No. 13-1998]