



Application for Block Party/Event Street Closure

Citizens may petition for a temporary street closing for community functions such as block parties or neighborhood festivals. The Village welcomes such activities and is prepared to assist you in having a successful event.

- 1) Obtain an application for ***“Block Party/Event Street Closure”*** from the Village of Lisle, Office of the Village Manager.
 - Download at: www.villageoflisle.org
(Go to Community page, Permits & Licenses, then to Parades, Events & Block Parties) or
 - Call the Village Manager’s Office at 630-271-4115 or
 - Pick up at the Village of Lisle, 925 Burlington Avenue, Lisle, IL
- 2) Plan your activity in advance. Street closings require a completed petition at least two weeks prior to your event.
- 3) Complete the petition form by acquiring signatures approving the closure, from at least 51% of the residents on the affected portion of the street being closed and return it to the Village.
- 4) The permit will be mailed to the applicant once it is approved and will include information for blocking the street.

***We hope your event is a big success.
Remember to plan early!***

Street Closing Regulations

Requirements for approval of street closings petition and conditions, which apply upon acceptance of petition:

The Village of Lisle has the authority to approve petitions for street closures, if, in their judgment, the street closing will not adversely affect vehicular traffic and will not endanger public safety. The following requirements and conditions must be complied with in the filing of a petition.

Failure to comply with the following conditions could result in the revocation of permission to close your street.

Necessary signature for a petition:

A petition must be approved by 51% of the residents of the street or the portion of the street to be closed. The Village may designate the portions of street to be closed, or left open, and may designate the area from which a petition must be secured. All residents must sign the petition in order to receive approval of the application.

Designation of petitioners' contact:

The person designated on the petition as the contact shall be the sole person to whom the Village shall be responsible for any of its communication. Such person shall be the contact for all those who sign the petition.

Submittal:

The petition must be filed with the Village of Lisle at least two weeks before the requested closing date. All correspondence with the Village regarding a street closing shall be addressed to:

Village of Lisle
925 Burlington Avenue
Lisle, IL 60532
Attn: Village Manager's Office

Review of location:

The Village will review the location of the closing and consider all public safety concerns.

Barricades and additional equipment and personnel:

The petition signers must use village provided barricades at each end of the street (or block) being closed. The petition signers will be responsible for receiving, placing, and removing the barricades. The Village assumes no liability for the placing or the selection of barricades. The placement of the barricades will be at the discretion of the Village of Lisle Public Works Superintendent.

Local access:

Local access is to be maintained to all properties on the street during the hours of the closing.

Notification:

All residents or property owners in the area in which the street is closed must be notified within forty-eight (48) hours prior to the closing.

Cleaning of debris:

Within twelve (12) hours after the scheduled reopening of a street, the street shall be cleared of all debris to the satisfaction of the authorized representative of the Village. If there has been a failure to clear all debris from the right-of-way and an authorized representative of the Village concludes that there is a danger to the passage of vehicular traffic, then the Director of Public Works is authorized to notify the appropriate village department to clear the right-of-way of debris. The signers of the petition waive any notice requirements and any other procedural requirements and remain personally liable for the expense of cleaning up the debris from the street. The waiver is premised upon the necessity to reopen the street expeditiously and to reopen it without the debris endangering vehicular traffic. The signers of the petition, individually and collectively remain liable in a civil debt action for the expense of cleaning the debris from the street.

Indemnification and Hold Harmless:

Applicant agrees to indemnify and hold the Village and its employees, officers, and agents harmless from any and all claims or alleged claims for damages arising out of or arising from the "blocking off" of the street by the Applicant.

Village property and equipment:

All property and equipment belonging to the Village and located within and around the closed street is to be treated by the signers of the petition and its invitees with reasonable and due care. The signers of the petition assume, individually and collectively, complete and absolute liability for any loss and damage to the Village property and equipment which may result from any misuse or mistreatment of the property or equipment during the street closing.

Revocation of permission to close street:

The Village of Lisle reserves the right to revoke permission to close a street without cause by informing the petitioners' street closing agent no less than twenty-four (24) hours in advance of the street closing. If an emergency arises which necessitates that the streets remain open, the twenty-four (24) hour notice requirement will not apply. A failure to comply with any requirement or condition in this document shall be a basis to withdraw permission to close a street.

TO BE READ BEFORE SIGNING PETITION: As the contact person for this block party, I acknowledge that I have read and understand the rules listed above. I further attest that I will attempt to relay these same rules to the other people who attend this block party. If I have any problems or questions I will contact the Village of Lisle, Office of the Village Manager.

Signature: _____

Address: _____

Phone Number: _____ Date: _____

Email Address: _____

Village Ordinances Regarding Block Parties

Alcoholic beverages:

Village of Lisle Code, Section 9-4-4: OPEN BOTTLE LAW:

- (A) It shall be unlawful for any person to drink any alcoholic liquor, as defined by law on any public way or in or about any motor vehicle upon a public way in the Village.
- (B) It shall be unlawful for any person to transport, carry, possess or have any alcoholic liquor in or upon or about the passenger area of any motor Vehicle upon any public way in the Village except in the original package and with the seal unbroken.
(Ord. 719, 11-15-1977)
- (C) It shall be unlawful for any person to drink or possess alcoholic liquor in an open container in any common area of a multi-family residential development, except in those common areas on the property so designated in writing by an owner, manager or management company, homeowners' or condominium association, or other entity having control over said common areas.

For the purpose of this subsection the following definitions shall apply:

ALCOHOLIC LIQUOR: As defined in Section 3-2-1 of this Code of the Village of Lisle.

MULTI-FAMILY RESIDENTIAL DEVELOPMENT: Any residential development within the R-4 Zoning District with more than two (2) dwelling units.

OPEN CONTAINER: Any container other than the original package with the seal unbroken. (Ord. 97-2851, 3-3-1997)

Acceptable level of Noise:

Village of Lisle Code, Section 9-4-2: DISORDERLY CONDUCT:

Disorderly conduct shall be unlawful. A person commits disorderly conduct when he or she knowingly:

(A) Breach Of The Peace:

- 4. Shouts or causes or makes other loud and tumultuous noises to the disturbance of any locality or neighborhood; or
- 5. Makes or causes to be made any noise or sounds of such volume or of such a nature as to cause annoyance to residents of the village; or disturbs the peace by the making of any unnecessary noise.

PERMIT APPLICATION

Event: _____

Description of Event: _____

Date of Event: _____ Time: _____ (am/pm) To: _____ (am/pm)

Details of Event:

1) Location of Street/Sidewalk

Blockage/Closure: _____

2) Estimated Number of Participants: _____

3) Name of Applicants (see attached Residents Agreement for Street Closure/Blockage)

(Must be over 21 years of age)

Address: _____

Phone Number: _____ Email Address: _____

4) Contact Person on Day of Event: _____

Address: _____

Phone Number _____

5) We Do / Do Not need barricades to close our street.

(Applicant agrees to reimburse the Village of Lisle for any damage to signs or barricades owned and/or rented by the Village of Lisle being used by the applicant as a result of this application)

6) If available, would you like a visit from the Lisle-Woodridge Fire District so your block can meet and get to know your local emergency team?

Yes _____

No _____

7) If available, would you like a visit from the Lisle Police Department so your block can meet and get to know your local officers?

Yes _____

No _____

I acknowledge that the information contained in this application is true and complete to the best of my knowledge:

Applicant Signature: _____ **Date** _____

This Section for Village of Lisle Use Only

APPLICANT NAME: _____ **PHONE NO.** _____

ADDRESS: _____

EVENT DATE: _____ **TIME:** _____ **LOCATION:** _____

The Lisle Police Department has reviewed this event with the applicant and makes the following recommendation:

- Event approved, as presented; email to Lisle Public Works
- Event approved, with changes; email to Lisle Public Works
- Event not approved; application is returned to Village Manager's Office

Comments/Changes:

Police Officer Visit requested

Approved By: _____

Date: _____

The Lisle Public Works Department:

Street Barricades and "Road Closed" signs will be dropped off at the address noted above by the Village of Lisle Public Works Department on _____ and will be picked up on _____ at the same location.

Approved By: _____ Date: _____

Email to Village Manager's Office

The Lisle-Woodridge Fire District:

A request has been made for your attendance at the event, if available. _____

Copy of Temporary Road Closure Notice emailed to Doug Mulford, LWFD

Date: _____

Village Manager's Office:

Approved By: _____ Date: _____

APPROVAL EMAILED TO APPLICANT: _____