

2/15/95

**CITY OF CULVER CITY
COUNCIL POLICY STATEMENT**

Policy Number 2261

General Subject: Citizens and Services

Date Issued 1/23/95

Specific Subject: Block Parties

Effective Date 1/24/95

Resolution No. 95-R005

PURPOSE:

To formalize a policy establishing procedures for the issuance of a permit to conduct a "Block Party."

STATEMENT OF POLICY:

The City Council encourages those activities that promote goodwill and relations within residential areas and is not opposed to pre-planned special occasions where neighbors within a given residential block utilize the sidewalk and a portion of the City street for the purpose of gathering together to hold approved social events. Such activities shall hereafter be referred to as "Block Parties."

PROCEDURES:

A person wishing to conduct a block party must make application by forwarding a written request to the office of the Chief of Police at least seven (7) days prior to the date of the event. Such request will contain the following information:

1. Name, address, phone number and age of applicant(s);
2. Day and time when that person can be contacted by phone;
3. Date of the event;
4. Location of the event (street address of the involved block);
5. Starting and ending times;
6. Description of the activities planned;
7. Names and addresses of the persons responsible for the organization of the event;
8. Documentation that the event has the approval of at least seventy-five percent (75%) of the households in the involved block.

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Permits will be granted subject to the following terms and conditions:

1. At least 75% of the households in the involved block approve of the event
2. The application is approved by the Culver City Police Department.
3. Alcoholic beverages will not be served or consumed on public properties.
4. A 15 foot corridor will be maintained throughout the entire length of the street within the affected area in order to permit the unobstructed passage of emergency vehicles.
5. Activities will not conflict with the provisions of any State or City code.
6. There shall be no activities other than those described in the permit.

The Chief of Police shall also contact the City Engineering Division to determine that no utility or street work is scheduled during the requested period.

If the permit is granted, the applicant will be notified within two (2) business days. A copy of the permit will be forwarded to the Fire Department, the City Engineer and the Chief Administrative Officer. It will be the responsibility of the applicant to close off the concerned street to through traffic. Public Works will deliver the needed barricades as requested by the Police Department. Actual placement of the barricades will be the responsibility of the applicant. At the close of the event, it will be the responsibility of the applicant to break down the barricades and place them for pick up by the Public Works Department. It will be the responsibility of the Public Works Department to pick up the barricades at the conclusion of the event.

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