

Occupancy Parade/Special Event/ Block Party Right-Of-Way



303-762-2509

<https://ims.inglewoodco.gov/ims>

3-5 day review process

Online Permitting Now Available

The City of Englewood is now utilizing a new software system that allows for electronic submittal of your Block Party application. The System provides for online payments, thus eliminating the need for phone payments or office visits. Create your secure account at: ims.inglewoodco.gov, to submit required documents, receive notifications throughout the review process, make online payments, and communicate with staff.

After the review of the application is complete, Public Works IMS will contact you to let you know that your application has been approved. Once approved, you will receive an email containing a link to pay for your permit and get your permit issued.

Barricades:

This application is for the reservation of the Block Party Trailer only, you do not need to rent barricades, the street barricades are provided with the trailer.

Please check if you have reserved the Block Party Trailer.

Date: _____

Location of Activity: _____

Name of person responsible for this activity: _____

Address: _____

Phone: Office: _____ Cell: _____ Email: _____

Date of Activity: _____ Time (Start to finish): _____

Describe fully what the activity will consist of, and who or what will be involved: _____

Location of Activity/Parade Route: _____

Number of Parade Units: _____

Special Conditions: _____

I / We shall comply with issued permit requirements and all specifications of the City of Englewood.

PLEASE SEE REVERSE FOR GENERAL REQUIREMENTS.

PARADE / SPECIAL EVENT / BLOCK PARTY
GENERAL REQUIREMENTS

The issued permit authorizes occupancy of the public right-of-way for only the date, time, location and activity as designated on the permit.

PARADE

1. The issued permit is pursuant to 20-11 of the Model Traffic Code Colorado Municipalities.
2. The parade will proceed only as designated on the issued permit.
3. No deviation from the prescribed route will be made without the approval of the Director of Public Works.

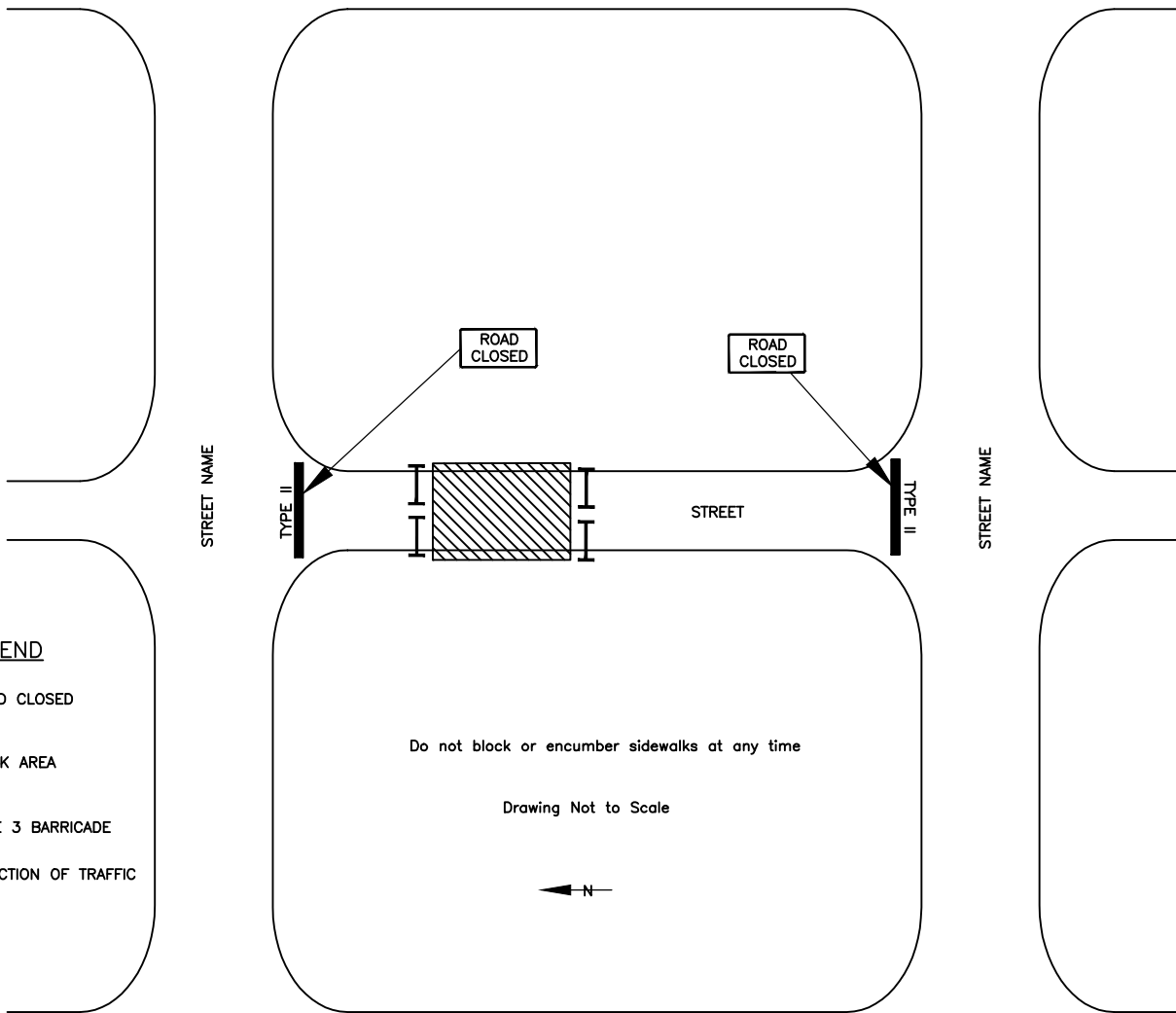
SPECIAL EVENT/BLOCK PARTY

1. Application for a Special Event or Block Party in the public right of way shall include a map/drawing showing the location of the party and the placement of traffic control devices.
2. Per City Council Resolution No. 36, Series of 2019, the application fee for the Block Party permit is \$25.00 and **IS NON-REFUNDABLE**.
3. The responsible party shall provide the required number and type of barricades for safely closing a public street to vehicular traffic as shown on the attached drawing.
4. A confirmation showing rental and scheduled delivery of the barricades is required prior to approval of the block party permit.
5. Barricades shall be placed no earlier than 9:00 AM on the day of the party and then removed from the street before 8:30 PM. Nothing shall be attached to the barricades.
6. The responsible party shall notify adjacent property owners of street closure a minimum of 24 hours prior to the event.
7. The responsible party will maintain reasonable control over the conduct of the guests.
8. It is unlawful for any person to drink or have in their possession or under their control in any public place any intoxicating liquor in any container of any kind or description which is not sealed or on which the seal is broken. 5-3C-3 (A), 2000 E.M.C. **Provided, however, that nothing in this section will permit anyone under the age of eighteen years to have in his possession any intoxicating liquor of any kind in any manner whatsoever.**
9. No apparatus can be set up in the street. An access lane shall be provided at all times for authorized emergency vehicles.
10. No change in permitted activity shall be made without the prior approval of the City of Englewood.
11. Block party permits are only available between May 1 and October 31.





* National Night Out – for block parties held on National Night Out only (the first Tuesday of August), the City will deliver the necessary barricades free of charge.

Responsible Party Signature: _____ Date: _____

STREET NAME



LEGEND

-  ROAD CLOSED
-  WORK AREA
-  TYPE 3 BARRICADE
-  DIRECTION OF TRAFFIC

Do not block or encumber sidewalks at any time

Drawing Not to Scale



NOTES:

1. ALL TEMPORARY TRAFFIC CONTROL SHALL BE IN CONFORMANCE WITH THE LATEST EDITION OF THE MUTCD AND CITY OF ENGLEWOOD STANDARDS.
2. CONTRACTOR MUST RESOLVE ALL LOCAL ACCESS AND SAFETY ISSUES.
3. CONTRACTOR MUST GIVE NOTICE TO ALL LOCAL RESIDENTS AND BUSINESSES PRIOR TO ALLEY CLOSURE.

STREET NAME



CITY OF ENGLEWOOD

1000 ENGLEWOOD PARKWAY
ENGLEWOOD, CO 80110
Phone: (303) 762-2500

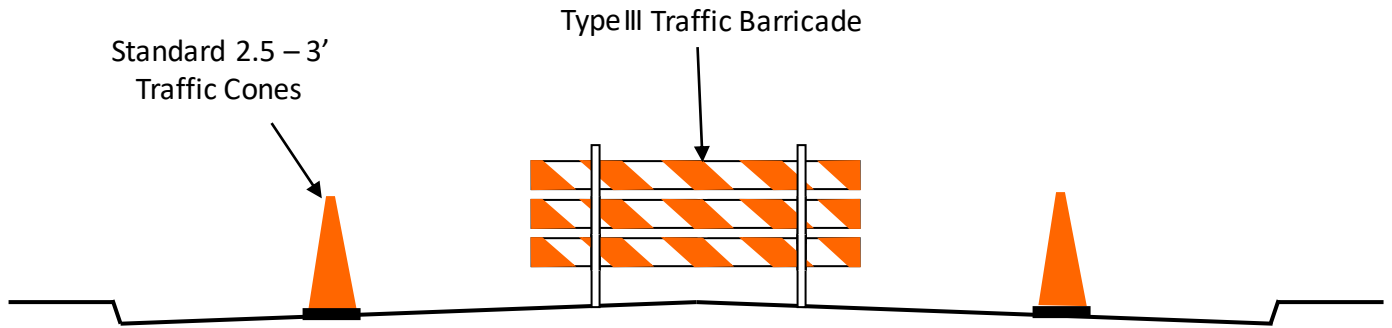
File Information


DEPARTMENT OF PUBLIC WORKS		DRAWN BY: DJK
Drawing File Name: TRAFFIC DETAILS.DWG		DATE: 02/2020
Acad Version: 2020	Scale: NTS	Units: English

BLOCK PARTY CLOSURE
DETAIL NO. TC-10



Block Party Typical Street Block End Traffic Control



	CITY OF ENGLEWOOD			File Information			BLOCK PARTY DETAIL	
	1000 ENGLEWOOD PARKWAY ENGLEWOOD, CO 80110 Phone: (303) 762-2500			DEPARTMENT OF PUBLIC WORKS		DRAWN BY: DJK		
				Drawing File Name: CCDT000.DWG		DATE: 05/2020		
	Acad Version: 2020		Scale: NA		Units: English			Issued By: MDA/TRH