



The Town of
GUILDERLAND

Town of Guilderland

P.O. Box 339
Guilderland, NY 12084
518-356-1980

Town Clerk: Lynne M. Buchanan
Superintendent of Highways: Bob Haver

BLOCK PARTY PERMIT APPLICATION

Name: _____ Date: _____
Last First M.I.

Address: _____
Street Address Apartment/Unit

City State Zip Code

Phone: _____ Email: _____

EVENT DATE	EVENT START AND END TIME	# PERSONS	# OF HOUSEHOLDS AFFECTED	
ORGANIZATION NAME		TYPE OF ORGANIZATION		
ORGANIZATION STREET ADDRESS		CITY	STATE	ZIP
PERSON RESPONSIBLE FOR EVENT			TITLE	
MAIN STREET TO BE CLOSED		BOUNDARY STREET(S)		
DESCRIPTION OF PARTY, CELEBRATION, OR EVENT (PLEASE SPECIFY LIVE ENTERTAINMENT, AMPLIFIED MUSIC, ETC.)				

Application is hereby made to the Superintendent of Highways for a permit to close a street (or streets) for the purpose of conducting a recreational activity on the street. Applicant is aware that the organization is responsible for the safety of everyone in the immediate vicinity. It is further understood that neither food nor merchandise of any kind will be sold.

APPLICANTS NAME	APPLICANT SIGNATURE	DATE SIGNED

For Town Use Only – do not write in the area below

FOR STAFF USE ONLY	
<input type="checkbox"/> Approved	<input type="checkbox"/> Permit Number: _____
<input type="checkbox"/> Declined, Reason (s): _____	
Superintendent of Highways Signature: _____	

Local Law #6 of 1982:

“Being a law authorizing the holding of block parties, celebrations, and events on town streets”.

Section 1: The Superintendent of Highways is authorized to issue a permit for the holding of a neighborhood block party, celebration, or event on a town street provided, however, that no such permit will be issued under this local law no shall any street be blocked for holding of a garage sale, bazaar, rummage sale or other similar activity having as its principal purpose fund raising for an individual or an organization, or for political meeting or rally, carnival, or a theatrical or musical performance such as a rock concert or similar event.

Section 2: An application for such permit shall be filed with the Superintendent of Highways not less than three (3) days prior to the holding of such an event. The application shall state the name and address of the applicant, the name of the street or streets and descriptions of the portions thereof desired to be blocked, a description of the party, celebration or event proposed to be held, the date and the hours thereof, and such further information as the Superintendent of Highways may require, and shall be accompanied by a fee of **\$25.00** which shall be non-refundable in the event the permit is denied.

Section 3: Such permit may authorize the blocking of a street or such portion thereof as shall be described therein on the date and during hours therein stated. No such permit, however, shall be issued where the superintendent of Highways finds that the blocking of any street or portion thereof will unduly interfere with the flow of vehicular traffic or cause such congestion as will endanger the public or seriously impair its safety.

Section 4: No permit issued hereunder shall:

1. Authorize the blocking of any street after the hour of 8:00 P.M. and before the hour of 11:00 A.M.
2. Authorize the obstruction or any street by anything or object which cannot be readily moved to allow the passage of emergency or hazard vehicles.
3. Have the effect of authorizing the blocking of any street or portion thereof more than twice in any calendar year.

Section 5: This local law shall take effect immediately.