

TOWN OF ITHACA APPLICATION
Temporary Closure of Roads
for Neighborhood Block Parties, Celebrations, or Events

Name and Address of Applicant _____

Applicant's Home Phone and Cell # _____

Name and Description of Neighborhood Block Party/Celebration/Event

Date of Closure _____ Alternate Date _____

Closure Times from _____ to _____

Exact Location of Closure(s) _____

Secondary Contact Person _____ Cell # _____

Office Use Only
Evaluation Criteria

Is date of event an issue as far as holiday or other event conflict?

Is length of event going to impact the surrounding neighborhood to an unacceptable extent?

Majority of the households affected notified of the closure?

Is a Noise permit needed? Issued?

Is a tent permit needed? Issued?

Application Fee received (\$50) _____

Deposit for Road Closure equipment/materials obtained from the Town (\$200)

Received _____ Returned _____

TOWN OF ITHACA

REGULATIONS FOR TEMPORARY ROAD CLOSURES FOR NEIGHBORHOOD BLOCK PARTIES, CELEBRATIONS OR EVENTS

Terms & Conditions:

1. Applications for the Closure must be submitted at least 30 days prior to the proposed closure using the attached form.
2. Applicants must arrange for the use of road blocking equipment from the Department of Public Works or an approved source during normal Town business hours.
3. Applicants must monitor said road blockage to allow for the access of emergency or hazard vehicles if needed.
4. A majority of the households directly affected by the temporary road closure must be notified of the closure.

These regulations are adopted pursuant to Town Law, Section 64(10-b):

Temporary blocking of town streets, highways and roads. After a public hearing on at least five days notice, [the Town Board] may adopt setting forth terms and conditions for issuance of a permit by the town superintendent of highways or commissioner of public works to hold a neighborhood block party, celebration or event on a town street, highway or road. Prior to the time for commencing of such party, celebration or event and for the duration thereof, the permit issuing official shall cause the street or portion thereof to be blocked to motor vehicles except authorized emergency or hazard vehicles, as defined in the vehicle and traffic law and to provide detour signs for vehicular traffic.

Permit Authority and Application

The Highway Superintendent (or his or her designee) is authorized to issue a permit for the temporary blocking of a road for the purpose of holding a block party. An application for such permit shall be submitted to the Town Clerk at least 30 days prior to the proposed date for such block party. The application shall be accompanied by a fee as hereafter established from time to time by resolution of the Town Board, which shall be refundable in the event the permit is denied.

Action on Permit Application

A permit may be denied if the Highway Superintendent finds that blocking the road or portion thereof on the date requested in the application will unduly interfere with the flow of vehicular traffic or the access to property or may constitute a threat to public safety and welfare. The Highway Superintendent shall advise the applicant in writing of the reason for denial of the application. If the permit is granted, the Highway Superintendent may impose any conditions he or she deems necessary to protect the public safety and welfare.

Permit Validity

A permit issued pursuant to this regulation shall be valid only for the date(s) and hours specified thereon.

Responsibility for damages; removal of litter and debris

The applicant shall be responsible for any damage to the Town road or right-of-way and for the removal of litter, debris and other materials from the road or portion thereof used for the block party which is attributable to or caused by the block party.

Blocking of roads

A road or portion thereof blocked off for a block party shall not be obstructed by obstacles or cars which cannot be easily and readily moved to allow emergency and hazard vehicles to enter into the area in response to an emergency. The means and methods of blocking any road or portions thereof for a permitted block party shall be approved by the Highway Superintendent prior to the placement thereof. The Town Department of Public Works will furnish the applicant with the necessary barricades or other items to be used to block the road, and the applicant shall be responsible for their placement and removal as directed by the Highway Superintendent.

Compliance with Other Laws

The applicant is required to comply with all state and local laws and regulations, including but not limited to those governing noise and alcohol. The issuance of a permit for the temporary closure of roads does not eliminate or replace the need for a noise permit from the Town of Ithaca, if one is required (see Town Code Chapter 184).

Definitions:

As used in these regulations, the following terms shall have the meanings indicated:

Block Party – a neighborhood party, celebration or event as provided in Town Law 64, Subdivision 10-b, intended for people in a particular neighborhood which, however, shall not include a garage sale, yard sale, bazaar, rummage sale or other similar activity having the principal purpose as fund-raising for an individual or an organization or include a political meeting or rally.

Person – Any person, firm, partnership, association, corporation, company or organization of any kind.

Road – A Town road, street or highway.