



1101 Victoria Curve
Mendota Heights, MN 55118
651-452-1850

BLOCK PARTY APPLICATION

The following application is herewith submitted to the City of Mendota Heights, Minnesota as a request to hold a block party on the public right-of-way.

NAME OF APPLICANT: _____

ADDRESS: _____

TELEPHONE: (____)_____ (home) (____)_____ (work)

LOCATION OF BLOCK PARTY (Street name & location, intersection to intersection)

PURPOSE OF PARTY: _____

DATE OF PARTY: _____

TIME OF PARTY: From _____ to _____ (not to exceed 10:00 p.m.)

Tennessen Warning

Please take notice that any data received by the City as the result of submitting this form will be classified as government data pursuant to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. Under the Data Practices Act, some or all of this data is classified as public data, including your name, address, email address, phone number, and other personal information provided by you. Public data is available to anyone requesting it and consists of all data furnished via this Web form. Please be advised that the correspondence will be added to the public record. The purpose and intended use of the information collected through this form is to obtain public input and data in support of City activities and services. You have the right to refuse to submit this form. If you choose not to submit this form, you will need to contact the City by another means if you wish to provide the information collected by the form.

BLOCK PARTY PERMIT REQUIREMENTS

IT IS HEREBY AGREED:

The applicant agrees to abide by all rules set forth below, together with all ordinances and regulations that may be imposed governing such activities. Seventy-five percent of all impacted properties must consent to the road closure. Impacted properties are those properties that would have to find an alternative route if the street was closed.

1. **Barricades** Traffic barricades can be picked up at the Mendota Heights Public Works facility located at 2431 Lexington Ave South. The hours of pickup and return are 8:00 a.m. to 3:30 p.m. For weekend use, the pickup is on Friday and the return on Monday. On holidays, the pickup day would be the first working day preceding the holiday, with the return on the first working day following the holiday. Weekday pickup days are the day before and return the day after. No delivery or pickup of cones will be provided by the City.
2. **Traffic** The total roadway portion of the right-of-way shall be barricaded. Motorized vehicles will not be permitted access/passage to any portion of the barricaded street. Barricades shall be temporarily removed for authorized or emergency vehicles only. Items such as picnic tables, inflatable “bounce” play items, etc. that cannot be moved quickly for emergency vehicle passage shall not be placed on the roadway.
3. **Surface of Street** No materials of any type (such as powder, sawdust etc.) shall be placed on the public right-of-way.
4. **Supervision** Applicants shall maintain adult supervision at all times during the event.
5. **Clean-up** Applicant shall provide trash receptacles to prevent littering. Applicant shall be responsible for the pick-up and proper disposal of trash by noon the day following the block party.
6. **Speakers** No loud speaker system shall produce sounds audible outside the areas designated for the block party. Residents and guests shall fully comply with the city’s Nuisance Ordinance (Title 4, Chapter 1)
7. **Compliance** The Mendota Heights Police Department is authorized to terminate any event which does not comply with the above requirements, the other city ordinances affecting public peace and safety

Signature of Applicant _____ Date _____

BLOCK PARTY NOTIFICATION FORM

The City of Mendota Heights is in receipt of an application from (Print Name) _____,
(Address) _____, for a block party which includes the temporary closure of the street which provides access to your property. The request is to close your street on (Day) _____, (Date) _____ from _____am/pm to _____am/pm. The signing of this form is proof to the City of Mendota Heights that you have been notified of the request to temporarily close your street for the purpose of a block party and whether you consent or object to the temporary closure of your street for the purpose of the block party.

NAME Please Sign	ADDRESS	PHONE NO.	CONSENT (check one)	OBJECT
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Seventy-five percent of the impacted property owners must consent in order to close the road.