

This application converts to street closure permit upon stamped approval




The undersigned applies for a permit for the use of the street area in accordance with the provisions of the Charter, Portland City Code Chapter 16 Vehicles and Traffic, and Chapter 17 Public Improvements.

TO APPLY FOR A BLOCK PARTY STREET CLOSURE PERMIT SUBMIT <u>ALL</u> OF THE FOLLOWING:			
<input type="checkbox"/> Application form (pg 1) <input type="checkbox"/> Pay fee (bottom pg 2) <input type="checkbox"/> Flyer Page (pg 3) <input type="checkbox"/> Traffic control plan (pg 4)			
Applicant / Permittee Name:			
Address:		City, State and ZIP Code:	
Primary Phone:	Other Phone:	Email:	
Was there a block party permit issued last year for this block? <input type="checkbox"/> Yes <input type="checkbox"/> No		Is this block party for an intersection repair project? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Street(s) to be closed:			
Between streets :		and	
Event date:	Beginning at	am/pm & ending	am/pm NOT allowed past 10PM
<p>Indemnification The Permittee agrees to defend, indemnify, and hold harmless the City of Portland, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right-of-way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.</p> <p>Acceptance of terms, conditions, and requirements Permittee shall accept and comply to the terms, conditions, and requirements of the permit and the stamped, approved Traffic Control Plan. Permittee further agrees to comply with all applicable provisions of the Charter, including but not limited to Portland City Code Chapter 16 Vehicles and Traffic, and Chapter 17 Public Improvements, as well as all applicable requirements of state and federal law.</p>			
Applicant / Permittee Signature: _____			
Electronic signature is equivalent to signing by hand. By signing above, the permittee agrees to all terms, conditions and requirements listed herein. Permit is not valid without signature.			

PBOT OFFICE USE ONLY: A STAMPED APPROVAL AUTHORIZES A STREET CLOSURE	
<p>This document is not valid without the signed PBOT stamp</p> <p>Refer to attached document for approved Traffic Control Plan for placement of traffic control devices. Permit authorizes closure of street by placing Type I Barricades with "STREET CLOSED" signs at each end of the block per the traffic engineer's requirements as shown on the attached traffic control plan approved by the City Traffic Engineer. All barricades to be equipped with flashing yellow lights at dusk.</p> <p>Track -it # : _____</p>	

How to submit a Block Party Permit Application:

Please note: We do NOT accept applications by email at this time

-  **1. MAIL** – Mail in your application to PBOT Block Party, 1120 SW 5th Ave, Ste 1302, Portland OR 97204
-  **2. FAX** – Fax your application to 503-823-2515.
-  **3. IN PERSON** – Bring your application to: Park's Customer Service Center
1120 SW 5th Ave., 1st Floor
8:30am-5pm Monday-Friday **except the last Thurs of the month: 8:30am-1pm*

For questions, comments or concerns, please call the Block Party Line: 503-823-4003.



Block Party Street Closure Permit Application For Residential and Non-Commercial Applicants



INSURANCE

Insurance is optional for this type of street closure permit. You may want to insure your event through one of the options listed below.

- Many home-owners' policies offer coverage for an event
- A special rider may be purchased to cover the closure
- Many insurance agencies may put together what is called a special event policy
- Tenant Users Liability Policy (TULIP). The City has arranged to make available liability insurance through this program. Find information about TULIP at <https://www.portlandoregon.gov/bibs/60224>

Conditions of the Permit for Use of Dedicated Street Area

The permit granted is personal to the permittee only, and may not be transferred, assigned, or otherwise conveyed.

The permittee shall, at his/her own expense, provide barricades, signs, illumination, and any other safety or traffic control device required by the Director of the Bureau of Transportation. All barricades shall be removed by 10:00 p.m. or the stated end time of the permit, whichever comes first, and the street shall be reopened to its normal use.

This permit is for use of the street area only; the permitted area shall be subject to the necessary use by emergency vehicles; a 15ft wide emergency lane shall be maintained at all times.

This permit does not authorize any person to drink alcoholic liquor upon any street, sidewalk, or other public right of way. As per City Code section 14A.50.010 it is unlawful for any person to drink alcoholic liquor upon any street, sidewalk, or other public right of way. It is unlawful for any person to have in his possession while upon any street, sidewalk, or other public right-of-way any bottle, can, or other receptacle containing any alcoholic liquor which has been opened or a seal broken or the contents of which have been partially removed.

This permit shall not exempt the permittee from obtaining any licenses or permit as required by the City Code or Ordinances for any act to be performed under this permit, nor shall this permit waive the provisions of any City Code, Ordinances or the City Charter except herein stated.

The Permittee agrees to defend, indemnify, and hold harmless the City of Portland, its officials, officers, employees, and agents against: (1) any liability, claims, causes of action, judgments, or expenses, including reasonable attorney fees, resulting directly or indirectly from any act or omission of the Permittee, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the Permittee's use or occupancy of the public right-of-way; and (2) all loss by the failure of the Permittee to fully or adequately perform, in any respect, all authorizations or obligations under the Permit.

This permit is revocable at any time by the City of Portland Bureau of Transportation or Bureau of Police, and no expenditure of money or lapse of time, or any other act or thing shall operate as an estoppel against the City of Portland or be held to give the permittee any vested or other right. Upon expiration or revocation of this permit the permittee shall immediately reopen said street to the normal use of the public.

Non-discrimination notice: The Portland Bureau of Transportation fully complies with Title VI of the Civil Rights Act of 1964 and related statutes and regulations in all programs and activities. Any persons who believe they have been aggrieved by an unlawful discriminatory practice have the right to file a formal complaint with PBOT. Please contact PBOT at 503.823.5185.

Accommodation requests: To help ensure equal access to City programs, services and activities, we will provide auxiliary aids and services to persons with disabilities. Please call 503-823-5185.

PERMIT FEES: One block street closure is **\$10.00** Each additional street closure is **\$5.00**

One block street closure	\$10.00	x 1	=	\$10.00
Each additional street	\$5.00	x	=	
Expedited fee if app received 5 BUSINESS days or less prior to event date	\$25.00			
TOTAL PERMIT FEE				

PAYMENT INFORMATION –

TOTAL PERMIT FEE (from above) _____

CASH, CHECK or MONEY ORDER. Make checks payable to the City of Portland.

CREDIT CARD Information:

Account # _____ - _____ - _____ - _____ Expires ____ / ____ VISA Mastercard

Cardholder's Name: _____ Signature _____

Electronic signature is equivalent to signing by hand.

You are required to submit notification to all affected residents regarding your street closure. You may use the flyer below, or create your own. You must attach a copy of your notification flyer to your application.



We are hosting a block party! You're Invited!

Here is more information about the party:

We will be closing _____ street
between _____ and _____
on ___/___/___
from ___ am/pm to ___ am/pm

If you have any questions feel free to contact:

Phone: () -

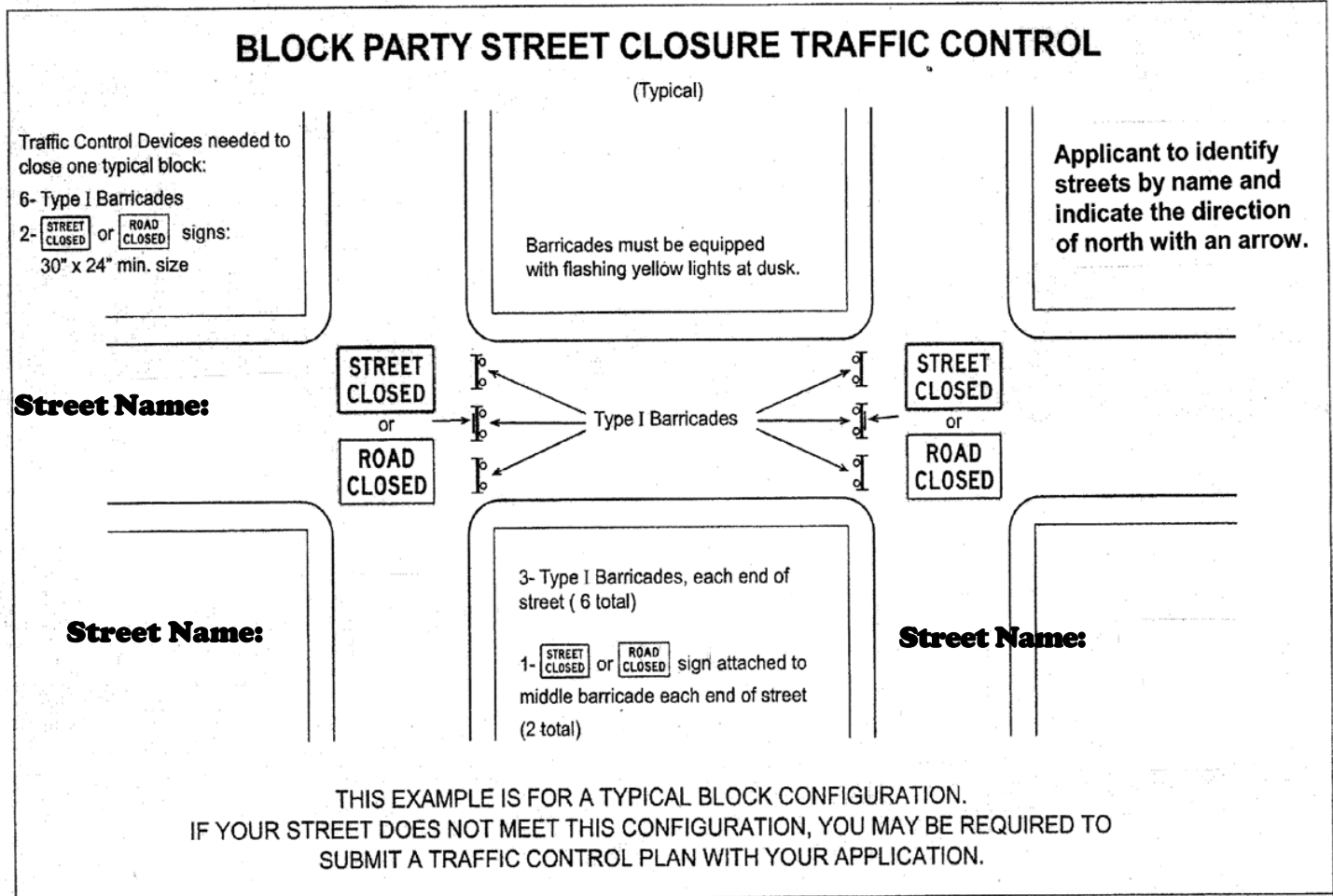
E-mail:



Contact PBOT (503)823-4003 | pbotblockparty@portlandoregon.gov

TRAFFIC CONTROL PLAN

Please label each street name



TRANSPORTATION SYSTEM MANAGEMENT		CITY OF PORTLAND, OREGON	
TITLE OF STANDARD PLAN STANDARD STREET CLOSURE TRAFFIC CONTROLS			STANDARD PLAN NO.
APPROVED		NO.	DATE
<i>Robert M. Smithfield</i>		REVISIONS	BY
CITY TRAFFIC ENGINEER			
DATE			
6/11/08			
			4a
			Block Party