



# Residential Block Party Permit

- City laws pertaining to Residential Block Parties can be found at [MMC 12.58.090](#)
- Once complete, submit this application with attachments to Development Services 435 Ryman Missoula, MT 59801. Application should be submitted no later than **3 business days prior** to event.

## Event Information *\*One date per application*

Contact person: \_\_\_\_\_ Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Organization making application: \_\_\_\_\_ Total Anticipated Attendance: \_\_\_\_\_

Nature of event: \_\_\_\_\_

Date of event: \_\_\_\_\_ Beginning time: \_\_\_\_\_ Ending time: \_\_\_\_\_

Location: \_\_\_\_\_

Streets and blocks to be blocked: \_\_\_\_\_

City Park in neighborhood: \_\_\_\_\_ Use Park:  Yes  No *If yes, fill out Special Use Permit Agreement.*

Applicants for this event will be required to place proper and legal barricades in the areas assigned by the Police, and of the type as determined by the City Engineer. These devices must be rented or acquired by the organizer through various vendors. If the event is at night, lighted flashing/warning devices may be required. Adequate parking, restroom facilities, litter control, noise ordinance compliance (MMC 9.30), 20 foot wide fire lane access and the mandatory 11:00 p.m. conclusion are also factors to be considered when using City rights-of-way for private events. Intersections cannot be closed. CPDI will notify City Agencies and Mountain Line.

Liability insurance in the amount of at least \$750,000.00 per claim and \$1,500,000.00 per occurrence must be obtained naming the City of Missoula as an additional insured for the event for which the street permit is issued. A copy of the insurance policy Certificate of Insurance must be attached to this permit.

If alcohol will be served, fill out and submit the Alcohol Permit Request form and submit with this form. Alcohol consumption is permitted in specific designated areas. No open containers are permitted to leave the area. Event sponsors are responsible for serving alcohol to legal aged participants.

**Acknowledgements & Indemnification**

The event sponsors will defend, hold the city and its employees harmless and indemnify the city for any and all claims, lawsuits or liability including attorneys' fees and costs allegedly arising out of loss, damage or injury to person or person's property occurring during the course of or pertaining to the special event caused by the conduct of employees or agents of applicants.

\_\_\_\_\_  
Organizer Signature

\_\_\_\_\_  
Organizer's Name Printed

\_\_\_\_\_  
Address

\_\_\_\_\_  
Daytime Telephone

\_\_\_\_\_  
**Engineering / Traffic Services** **Date**  **Approved**  **Denied**

Comments: \_\_\_\_\_

\_\_\_\_\_  
**Fire Department** **Date**  **Approved**  **Denied**

Comments: \_\_\_\_\_

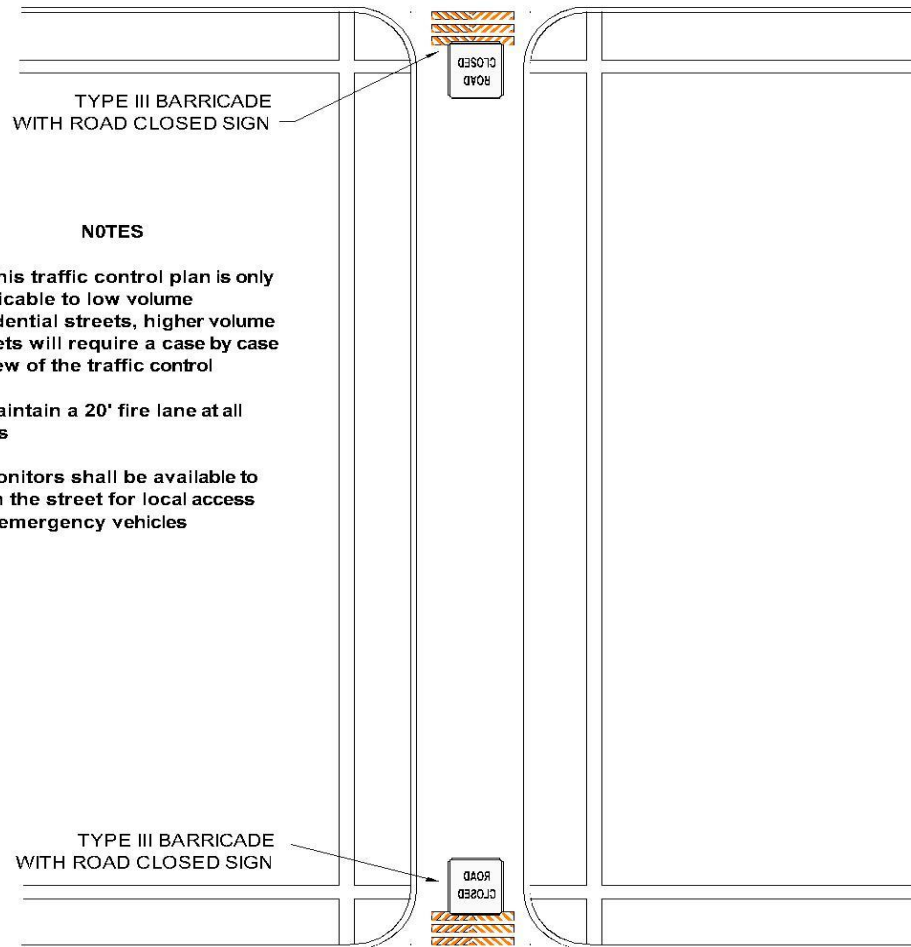
\_\_\_\_\_  
**Police Department** **Date**  **Approved**  **Denied**

Comments: \_\_\_\_\_

\_\_\_\_\_  
**CPDI** **Date**  **Approved**  **Denied**

**Insurance** \_\_\_\_\_ **Alcohol permit** \_\_\_\_\_

Comments: \_\_\_\_\_



**NOTES**

1. This traffic control plan is only applicable to low volume residential streets, higher volume streets will require a case by case review of the traffic control
2. Maintain a 20' fire lane at all times
3. Monitors shall be available to open the street for local access and emergency vehicles