



City of Phoenix – Block Party Street Closure Permit Guidelines & Instructions

Local streets can be closed when residents agree and access for the rest of the neighborhood is not blocked. Phoenix neighborhoods close streets for nearly 200 block parties each year throughout the city.

Disclosure

Block party must be in a residential area **AND** participants are limited to you and neighbors who live on your street. If the event will be advertised and is open to people living outside of your neighborhood, includes some type of live entertainment or amplified sound, or requires outside vendors – **STOP!** You must go through the Streets Transportation Department Special Event Process, click [here](#).

Application

- Applicant must live on the street to be closed and serve as the primary event contact.
- All block parties must be concluded by 11:00 p.m.
- A block party online application must be completed and submitted at least three [3] weeks prior to the event or it could not be approved. The application will be reviewed, and further instructions will be emailed to you within 2-3 business days.

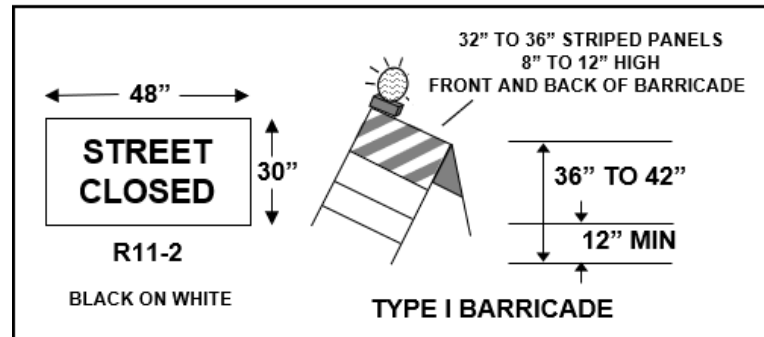
Fee

There are no fees for a block party authorization letter. Your only cost is in furnishing the traffic barricades and signs necessary to close the street.

Street Closures

- Block party must be in a local and non-emergency street. **Please note:** Arterial and Collector streets cannot be blocked off.
- Applicant is responsible for obtaining and placing barricades/street closure signs. At the conclusion of the event, Applicant should remove the barricades and return the street to its original condition.

- The City does not lend or rent traffic control equipment. To properly secure the street, you will need a total of four "Type I" barricades, two on each end of the street. You will also need one "Street Closed" sign on each end of the street, placed on one of the barricades. You will need barricades with flashers if the party is after dark.



Barricades & "Street Closed" signs can be rented from a local certified traffic control company. For an updated list of certified barricade companies, you can call our office during business hours Mon-Fri, from 7 a.m. to 3:30 p.m. at (602) 262-6235.

Neighborhood Approval & Hold Harmless Agreement

- You must notify and obtain signatures from residents of all households living along both sides of the street that you want to block off via a Hold Harmless Agreement. **All addresses must be accounted for!**
- 70% approval is required by neighbors who live on your street. For owners on vacation, refuse to sign, or there is a vacant lot, please note on the Hold Harmless Agreement petition. **Again, all addresses must be accounted for!**
- Hold Harmless Agreements must be received two weeks prior to the party. Once we receive the completed Hold Harmless Agreement, we will send you an authorization letter for the block party.

Detailed information will be emailed to you once we receive your completed application.

Please note that violation of these guidelines and instructions, may result in the denial of any future block party requests.