



CITY OF
Oak Grove

2110 S. Broadway • Oak Grove, Missouri 64075 • 816-690-3773 • Fax 816-690-8478



BLOCK PARTY REQUEST

Date Submitted: _____ Requested Date: _____

Start Time: _____ Finish Time: _____

Location address: _____

Cross streets: _____

1. Approximately how many people will be attending the block party? _____
2. What type of entertainment are you providing? _____
3. If the workload permits, would you like a uniformed officer to drop by the event? Yes No
4. Contact Sni Valley Fire Department at 816-690-6990 to make a request for the event.

Applicant's Name (printed): _____ Phone #s: _____

Applicant's Address: _____

I have read all of the "Guidelines" attached to the back of this form and agree to abide by them as a condition of this request.

Applicant's Signature

I, the undersigned, do hereby request that the Chief of Police designate the portion of the street as stated above as a "play street" in accordance with Section 315.120 of the City of Oak Grove's Municipal Code. In addition, I agree to hold harmless, the City of Oak Grove, its officials, officers, employees and agents from all suits, actions, damages, or claims to which the City may be subjected of any kind or nature whatsoever resulting from, caused by, arising out of, or as a consequence of such temporary street closure and the activities permitted in connection therewith.

Applicant's Signature

FOR POLICE DEPARTMENT USE ONLY

Reviewing Officer's Recommendation: Approved _____ Rejected _____ (provide an explanation)

City Traffic Engineer

Date

Chief of Police

Date

GUIDELINES

The City of Oak Grove has provisions for closing off certain streets for neighborhood block parties. City Ordinance does allow the City Traffic Engineer to temporarily close a street and designate it as a “play street” for the purpose of a block party. However, when streets are closed for a block party and designated as a “play street,” ALL LAWS AND ORDINANCES ARE STILL IN EFFECT; these are not limited to, and include noise, litter, and conduct regulations.

Read the following guidelines and initial each one acknowledging acceptance:

1. The applicant must submit the BLOCK PARTY REQUEST form at least **10 days prior to the date of the event** to allow
Initial adequate time to coordinate and process your application. Return the completed form to:

Oak Grove Police Department
2110 S Broadway
Oak Grove, MO 64075
2. If the block party needs to be rescheduled, contact the Oak Grove Police Department at 816-690-3773 x 1100 during
Initial business hours 8-5 M-F. After hours contact Jackson County Dispatch 816-795-1960 ask for an Oak Grove Officer.
Please make notification prior to the date of event.
3. This request will be approved or rejected within 48 hours of the date of the event. At that time, the Oak Grove Police
Initial Department will notify the applicant, and a copy of the request form will be mailed to the applicant’s address.
4. Determining factors for approval of this request: time of event, duration, estimated attendance, location, disruption to the
Initial orderly flow of traffic, and response of emergency vehicles to the area.
5. No more than one city block will be closed in any given area.
Initial
6. There must be immediate access of the surrounding area for emergency personnel and apparatus at all times.
Initial
7. Access must be provided to businesses and/or other residents using the street.
Initial
8. Public Works will deliver barricades to the applicant’s residence in time for the event. Barricades will be picked
Initial up at the applicant’s residence on the following business day after the event.
9. Applicant is responsible for placing barricades at the entrance and exit points of the street closure, and for removing
Initial barricades upon the deadline of the event.
10. Applicant is responsible for the repair and/or replacement of any lost, stolen, or damage caused to the barricades, as well
Initial as any other equipment furnished to the applicant by the City of Oak Grove for the block party.
11. Applicant assumes the responsibility of cleaning up and removing all debris from the designated area upon the deadline
Initial of the event.
12. Businesses and neighbors in the surrounding area have the right to enjoy peace and quiet at their property. Any
Initial disruption will be evaluated by the Oak Grove Police Department to determine an appropriate remedy.
This form of action may be, but is not limited to, revocation of the block party and street closure.
13. The Applicant and those attending the block party agree to comply with the time sensitive hours of 10:00 p.m. through
Initial 7:00 a.m. as noted in Section 210.720 of the Municipal Code. To review the Municipal Code, go to the
City’s website at cityfoakgrove.com
14. Applicant will notify the Oak Grove Police Department when the designated street has been barricaded **and** when it is re-opened.
Initial During office hours 8-5 M-F 816-690-3773 x 1100 or after hours Jackson County Dispatch 816-795-1960 and ask for an Oak Grove
Officer.
15. The applicant and those attending the block party agree to comply with the City’s ordinance governing fireworks use as noted in
Initial Section 210.570 of the Municipal Code.