

Date Submitted: \_\_\_\_\_  
Via email, fax, phone, letter, in person



## Block Parties Street Closings APPLICATION ONLY

NOTE: This is not a permit

1. Did you have a block party last year? \_\_\_\_\_ Yes \_\_\_\_\_ No

**If no:** please gather a petition signed by 75% of houses/businesses on the block being closed stating that they are aware of the block party and are in agreement with it.

**Note:** Corner houses/businesses of cross streets of requested street closing must be contacted and sign petition.

2. Name of the street closed: \_\_\_\_\_ Zip Code \_\_\_\_\_

Requested street closing lies between what 2 cross streets:

\_\_\_\_\_ and \_\_\_\_\_

3. Council District \_\_\_\_\_

4. Date of the party (street closing): \_\_\_\_\_

5. Time of the party: FROM \_\_\_\_\_ am / pm - TO \_\_\_\_\_ am / pm  
(Block parties are restricted from continuing past 11:00 pm)

6. Rain Date: \_\_\_\_\_

7. Contact person (required to issue permit)  
Name and if applicable Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email (optional): \_\_\_\_\_

8. Payment of an administrative **fee of \$24.00** per block is **required to begin processing** your permit request. This fee is non-refundable.

# Of blocks: \_\_\_\_\_ Payment: \_\_\_\_\_

**IT IS RECOMMENDED THAT ALL PERMITS FOR STREET CLOSINGS  
BE SUBMITTED TO THE DEPARTMENT OF PUBLIC WORKS, TRAFFIC ENGINEERING  
AT LEAST 30 DAYS PRIOR TO THE SCHEDULED DATE.  
FAILURE TO DO SO MAY RESULT IN AN INABILITY TO PROCESS YOUR PAPERWORK  
AND THE PERMIT COULD BE DENIED.**

Mayor Byron W. Brown  
Office of the Mayor  
201 City Hall, 65 Niagara Square  
Buffalo, New York 14202

Commissioner Steven J. Stepniak  
Division of Traffic Engineering  
512 City Hall, 65 Niagara Square  
Buffalo, New York 14202  
(716)851-5366

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