

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
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Commissioner Steven J. Stepniak
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