


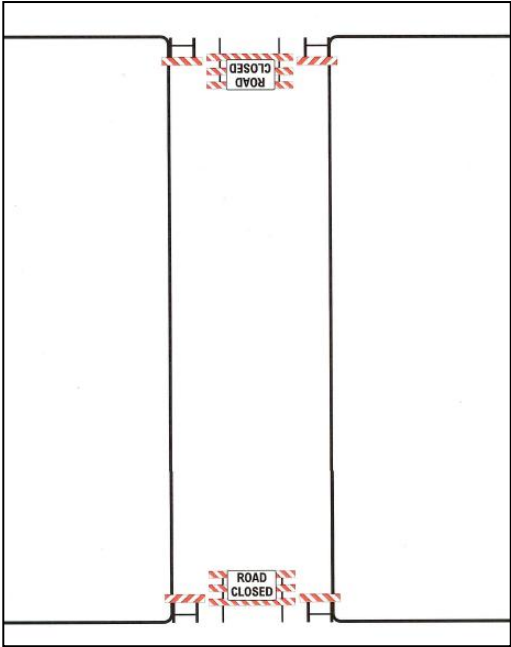


Block Parties on Residential Streets

(See SPECIAL EVENTS for non-residential streets)

Purpose	The block party permit applies to residential streets and alleys only. The permit supports the gathering of residents of a particular block and those adjacent to the street or alley being closed. Parties organized by non-profits, commercial or business interests that are advertised and/or open to the broader public are permitted under Special Events. Gatherings on non-residential streets and those that include the sale of alcohol also fall under Special Events.
Document Date	July 11, 2013
Customer Interface	Most communications between the City and the customer will be done through Public Works Permit Operations (PWPO).
Application and Processing	Block party organizers are required to submit a completed block party application and resident petition to receive a block party permit. Forms are provided below. Completed paperwork can be submitted the following ways: <ol style="list-style-type: none"> 1) Via email: pwpermits@denvergov.org 2) By fax to: 303-446-3755 3) In person at Denver's Wastewater Management Building, 2000 West 3rd Avenue, 1st floor permitting office (303-446-3759). The building is at the corner of 2nd Avenue and Umatilla Street.
Petition From Residents	<ul style="list-style-type: none"> • Every resident must be notified of the street/alley closure. • A completed Petition for Street or Alley Closure form, signed by approximately 75% of the residents impacted by the closure, is required. • At homes where residents are unavailable to sign, the petitioner shall leave written notice of the proposed closure, indicating the street/alley to be closed with the date and hours specified. • When the petitioner has secured signatures from residents approving the street or alley closure, one applicant, who shall be delegated to assume responsibility for meeting the above conditions, shall apply in person not less than five (5) working days in advance of the proposed date of street closure to Public Works Permit Operations.
Time Limitation	Street/alley closures shall be permitted only between 10:00 A.M. and 10:00 P.M. in residential areas. Violations of the City's Noise Ordinance can be enforced after 9:00 PM., Denver Revised Municipal Code Chapter 36-7 (3).
Insurance	The City and County of Denver is not responsible for any loss or damage arising out of the Applicant's use of a residential street or alley. Applicant acknowledges that private homeowners' or commercial liability insurance may not provide Applicant with liability coverage for accidents that occur outside of Applicant's private property and in the public right-of-way. Applicants can purchase insurance thru the Tenant Use and Liability Insurance Program, or TULIP, offered by the City. Participation in the TULIP program lists the City as additionally insured. See instructions for purchasing TULIP at the end of this document.

Indemnification Agreement	The Applicant must sign an Indemnification Agreement which is included Application for a Block Party Street Occupancy Permit form.
Barricades	<p>The Permittee shall be responsible for providing barricades/signs in accordance with the Manual on Uniform Traffic Control Devices (MUDTC) as revised by the Colorado Supplement.</p> <p>The Permittee should secure from a barricade company:</p> <ul style="list-style-type: none"> • two (2) type 3 barricades with road closed sign • four (4) saw horse barricades <p>And, place them as shown below on each end of the block.</p> <p style="text-align: center;">Barricades</p> <div style="text-align: center;">    </div> <p style="text-align: center;">saw horse type 3 barricade saw horse</p> <p style="text-align: center;">Block Party Location (local street, single-block closure, residential area)</p>  <p>These are minimum requirements for a typical 36 foot wide local street. Some streets may require additional barricades. Detours will require an approved traffic maintenance plan.</p>
Litter	The applicant shall be responsible to see that the street &/or alley is returned to a clean and sanitary condition prior to re-opening for vehicular traffic.

Petition for Street or Alley Closure for Residential Block Party

Street _____ between _____ and _____

Date _____ Hours: From _____ A.M./P.M. to _____ A.M./P.M.

The below named persons, including approximately 75% of all residents on both sides of the above named street/alley section, request the closure of said section on the date and during the hours specified above for their private use according to the conditions of the reverse side hereof.

Signature	Address of Property	Telephone	Date
1.			
2.			
3.			
4.			
5.			
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8.			
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National Tenant User Liability Program Tenant Users Liability Insurance Policy (TULIP) Website Instruction

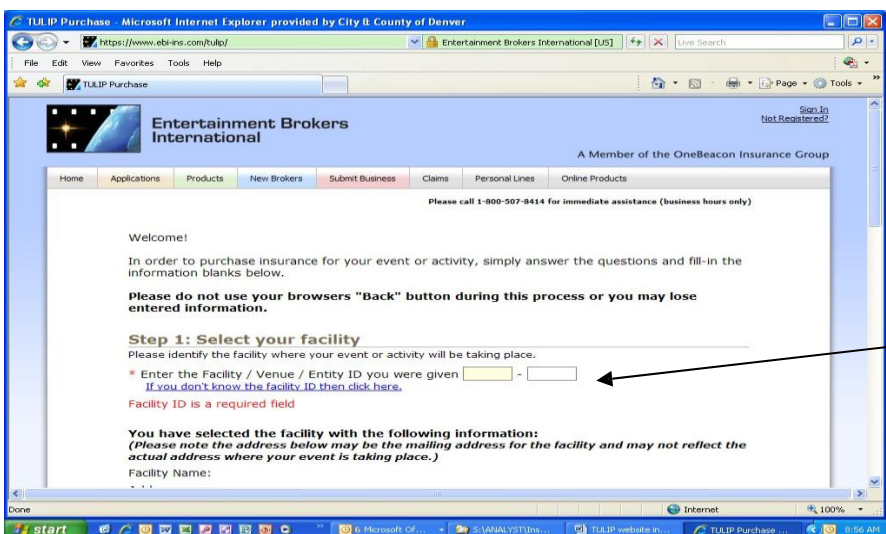
If you have questions or are having trouble accessing the website, please call 1-800-507-8414

Note: You may view TULIP fees by obtaining a quote, with no obligation to purchase.

To access the TULIP program, please visit <https://www.ebi-ins.com/tulip/>

1. Step 1 asks you to select your facility (the location your event will be taking place). Enter the actual facility code:

DENVER PUBLIC WORKS = 1879-002



The screenshot shows the 'TULIP Purchase' page in a Microsoft Internet Explorer browser. The page header includes the 'Entertainment Brokers International' logo and navigation links like 'Home', 'Applications', 'Products', 'New Brokers', 'Submit Business', 'Claims', 'Personal Lines', and 'Online Products'. The main content area is titled 'Step 1: Select your facility' and contains a form with a dropdown menu for 'Facility ID'. A callout box with an arrow points to the dropdown menu, containing the text: 'Enter Facility ID # 1879-002 Here'.

2. Once you have made a selection, please verify you have the correct location before proceeding to the next step.
3. When you have selected the correct location, you are ready to follow the steps to obtain your quote and purchase coverage if desired. If you do not have the correct location, you can go back to the drop down lists to select again.

IMPORTANT! When you are asked for the name of your event, include the name of the park, recreation center or other facility you are renting in the name. If you have a permit number, please include that, as well.

Examples:

Closure of 1800 to 1900 Lawrence Street for Block Party
John Smith Family Picnic at City Park
Permit Number XXXX

4. Once coverage has been purchased, a certificate of insurance will be e-mailed to you. Please print and provide a copy to the Public Works Permit office.

Application for a Block Party Street Occupancy Permit

Applicant name: _____

Applicant address: _____

Applicant phone number: _____

Applicant email address: _____

Date of block party event: _____

Location of block party (circle one): STREET ALLEY

For a street block party, complete the following:

The Block Party will occur on _____
(Street/Avenue)

Between _____ and _____
(Street/ Avenue) (Street/Avenue)

For a block party in the alley, complete the following:

The block party will occur in the alley bounded by the following Streets/Avenues:

_____ Street/Avenue

_____ Street/Avenue

_____ Street/Avenue

_____ Street/Avenue

Applicant must comply with all applicable city and state laws. Applicant further acknowledges that he, she, or it must promptly comply with orders of law enforcement personnel, firefighters or other emergency workers. Applicant acknowledges and agrees that he, she, or it is not immune from civil claims of third parties that are based upon loss or damage occurring at, or in conjunction with, block party events.

As an applicant for a block party permit, I certify that I have read and understand all of the conditions and procedures that are required in order to obtain the permit and I agree to comply with each of those

conditions and procedures. I understand I must circulate a notification petition to all residents on this block using the form provided by the City, and it must be submitted prior to the issuance of a block party permit. I intend to maintain a copy of the permit which allows the street to be closed for this event, and keep it on-site during the block party. As a representative of the block party, I will abide by all standards and block party permit conditions. I understand that the use of the public right-of-way for this block party includes some risks to participants. _____ (initial)

INSURANCE

Liability insurance is not required to obtain a street occupancy permit for a block party. However, Applicant acknowledges that private homeowners' or commercial liability insurance may not provide Applicant with liability protection for accidents that occur outside of Applicant's private property and in the public right-of-way. Applicant is aware that he, she, or it can purchase insurance thru the Tenant Use and Liability Insurance Program, or TULIP, offered by the City.

Please check one of the following:

- _____ I secured insurance for my party through my homeowner's insurance or business organization
- _____ I elected to purchase insurance coverage using the City's T.U.L.I.P program
- _____ I have not secured insurance

INDEMNIFICATION AGREEMENT

1. Applicant agrees that he, she, or it will defend, indemnify, reimburse and hold harmless the City and County of Denver ("City"), its appointed and elected officials, agents and employees for, from and against all liabilities, claims, judgments, suits or demands for damages to persons or property arising out of, resulting from, or related to the Applicant's temporary use of the premises for which the Applicant is permitted to conduct a block party event on the date referenced above, that are due to the negligence or fault of the Applicant or the Applicant's agents, employees, representatives, subcontractors, suppliers, volunteers, patrons, guests, licensees, or invitees, or of any other person entering in or upon the Premises for said block party event with the express or implied invitation or permission of Applicant ("Claims").

2. Applicant's duty to defend and indemnify City shall arise at the time written notice of the Claim is first provided to City regardless of whether suit has been filed and even if Applicant is not named as a Defendant.

3. Applicant shall obtain, at its own expense, any insurance that he, she, or it deems necessary for the Applicant's and the City's protection.

The person signing and executing the Indemnity Agreement on behalf of Applicant represents and warrants that he or she has been fully authorized by Applicant to execute the Agreement on behalf of

Applicant and to validly and legally bind Applicant to all the terms, performances and provisions of the Indemnity Agreement.

I affirm, under penalty of perjury, that the statements and representations made in connection with this application are true to the best of my knowledge.

Print name

Signature

Date

For City/Public Works use:

Date application received _____ Date permit issued _____

Permit # _____ Permit Issued by _____, PWPO