



Village of Hampshire

234 S. State Street, Hampshire, IL 60140
Phone: 847-683-2181 ▪ www.hampshireil.org

Village of Hampshire Block Party Application Rules and Regulations

Residents of Hampshire are encouraged to get to know their neighbors through periodic cooperative functions known as Block Parties. A Block Party allows neighbors to use their private properties and Village Streets for a festive neighborhood block function. The following rules and regulations must be followed.

- All Block Parties must be approved via the Application for Block Party (attached).
- Closing off streets for block parties **will be permitted only on local residential streets and not on main thoroughfares.**
 - Some streets may not be suitable for block parties. Please plan to use a lightly traveled street that does not carry through traffic to other neighborhoods.
 - The Village of Hampshire reserves the right to deny approval to close a street for a block party if there are concerns regarding public safety and/or conflict with other community events and activities.
- You must designate **one person to act as a liaison** with the Police Department should any problems arise due to the block party.
 - Only one person can be in charge. The person's name, address and telephone number must be supplied to the Police Department. The **telephone number must be manned at all times.**
 - The person in charge is responsible for clean up after the block party. All debris must be removed at the end of the block party.
- All residents on the street must be invited or agree to the party.
 - **At least 75% of the homeowners** on the street affected by the block party/road closure must sign the petition on the application form granting permission for the block party to be held.
- **All barricades must be from the Hampshire Public Works Department. A \$100.00 deposit** is required at the time of application. This deposit is refundable upon the return of materials in good condition.
 - Barricades will be dropped off **between 2:00 and 3:00 p.m. the day before the event** and will be picked up from the applicant's residence by Public Works **the next business day after the event from 7:00 a.m. until 9:00 a.m.**
 - The applicant is responsible for putting barricades in place and removing them.
 - Once barricades are in place no vehicle traffic is allowed except for emergency vehicles.
 - The applicant will be responsible for the barricades should they become lost, stolen, or broken.

- No fire hydrants may be obstructed by block party activities.
- **No structures, including barbeque grills, tents, picnic tables, etc. are allowed in the public right-of-way (streets, sidewalks, and parkway).** The roadway itself must be clear for emergency vehicles.
- Block parties are subject to laws and/or local ordinances (i.e. loud music, disorderly conduct, fireworks, etc.).
- Block parties must be **off the streets by 9:00 p.m.**
- **No street closures will be allowed past 9:00 pm.**
- All music and excessive noise must be **terminated by 10:00 p.m.**
- **The serving or consumption of alcoholic beverages in the public right-of-way is prohibited and must be restricted to private property areas.**
 - No alcoholic beverages are to be served to persons under the legal drinking age.
- Applications, including the signed petition, must be filled out and returned to Village Hall **fifteen (15) days prior to the date of the block party.**
- Must submit map of the block and houses participating.



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APPLICATION FOR BLOCK PARTY

Date of Block Party: _____ Start and ending time: _____
(This form must be completed and returned to Village Hall fifteen (15) days prior to the date of the party).

Name of Applicant: _____ Phone: _____
(Only one person can apply for the permit) (Must be manned at all times)

Email: _____

Address: _____, Hampshire, IL 60140

Street(s) to be affected: _____

(If only a portion of the street will be closed, please note range of the addresses affected).

* Only barricades from Public Works can be used on the roadway. A \$100.00 refundable deposit is required.

Number expected to attend (max 75): _____ Approximate number of children: _____

Will alcohol be available: _____ Yes _____ No

(If “Yes” please note that serving or consumption of alcohol beverage in the public-right-of-way is prohibited and must be restricted to private property areas. No alcohol beverages are to be served to a person under the legal drinking age).

- ◆ To schedule an appearance by the Police Department, please call the non-emergency at the Police Department (847) 683-2240.
- ◆ To schedule an appearance by the Hampshire Fire District, please call (847) 683- 2629.

I have read and understand all the rules and regulations regarding block parties in the Village of Hampshire_____.
(Initial)

I further understand as the applicant I am responsible for ensuring the rules and regulations are followed during the block party. The Village of Hampshire reserves the right to shut down a block party. The Village of Hampshire reserves the right to deny approval to close a street for a block party if there are concerns regarding public safety and/or conflict with other community events and activities.

Signature of Applicant: _____ Date: _____

(FOR OFFICIAL USE ONLY)

Date approved/denied (circle): _____

Signature of Village Manager: _____

Reason for denial: _____

Time of Police Appearance: _____

Time of Fire Dept. Appearance: _____

Payment of barricades: _____ Request for payment refund: _____

Copy to Resident _____ Copy to Public Works _____

Copy to Police Depart. _____ Copy to Fire Department _____

