



## City of Gladstone

### **Block Party Rules and Conditions**

1. The closure of a street for block parties should pertain only to local residential streets.
2. Barricades for the event may be obtained, if they are available, by calling our Public Works Center at (503) 656 7957, one week prior to the event so Public Works staff can arrange drop-off details with you. If barricades are unavailable, you must provide your own. You may not use vehicles, picnic benches, chairs or anything other than A-frame barricades. After the event, please call (503) 656 7957 to arrange for return of the barricades. If they are not returned, you will be billed for them at a cost of \$50 each.
3. The closure point of intersections and cul-de-sacs must be kept clear of tables or anything other than the barricades in order to allow easy access for emergency vehicles, if necessary.
4. Adult supervision must be provided at all times.
5. All activities and games are to be conducted at your own risk.
6. Noise levels to be kept within City of Gladstone code limits or party will be shut down.
7. Clean-up shall be the responsibility of the applicant.
8. The City of Gladstone encourages the use of recycling receptacles for cans/bottles, paper and cardboard.
9. Approval will be subject to all other City ordinances and governmental restrictions.
10. Applicants and all event participants must comply with all other applicable city, county, state and federal regulations.
11. Applications may be obtained from and submitted to: City of Gladstone, Office of City Recorder, 18505 Portland Avenue, Gladstone, OR 97027.
12. Signatures from 75% of all households within the party area indicating their consent must be submitted with the application (use attached Page 3 Signature Authorization Form – make additional copies as needed).
13. Applications must be submitted at least 25 working days prior to the event.
14. Incomplete or improperly completed applications will not be processed.
15. Applications will be routed to City Hall, the Fire and Police Departments, and Public Works for approval.
16. You will receive approval/denial notification at least one week prior to the event. This notice will be your permit.
17. If your application is denied, you may appeal the decision to the City Council at the next regularly scheduled Council meeting.
18. A Block Party application fee of \$35 will be collected at the time of application submittal.
19. Please keep a copy of this application for your records.

Reference: City of Gladstone Ordinance pending

**-- Please keep these rules for your reference --**



**Special Event - Block Party  
Permit Application**

**Block Party applications must be submitted 25 business days prior to the event**

Date of Block Party:		Day: Mon Tues Wed Thurs Fri Sat Sun	
Location of Block Party (Street Name and from house # _____ to house # _____):			
Number of homes involved:		Number of Participants Expected:	
Actual Event Hours: _____ am/pm to _____ am/pm (10:00 pm latest)			
If this event is an evening event, please state how the event and surrounding area will be illuminated to ensure safety of the participants:			
Applicant Name:		E-mail address:	
Address:			
Daytime Phone:		Evening Phone:	Fax:
*Contact Person *on-site day of event:		Phone Number:	
*Note: This person must be in attendance for the duration of the event and immediately available to city officials.			

I have read and understand the Block Party Rules (page 3 of this application) \_\_\_\_\_  
Signature

Submit to: City of Gladstone – City Recorder – 18505 Portland Avenue – Gladstone, OR 97027

**For City Use Only**

**Fire Department Approval:** Yes \_\_\_ No \_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Police Department Approval:** Yes \_\_\_ No \_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Public Works Approval:** Yes \_\_\_ No \_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If approved, fax a copy of this page to the Public Works Center, (503) 650 8938, and provide a copy of this approved application to both Fire and Police.



**EVENT ORGANIZER/GROUP**  
**WAIVER AND RELEASE OF LIABILITY**

**EVENT ORGANIZER/GROUP NAME:** \_\_\_\_\_  
**EVENT NAME:** \_\_\_\_\_  
**EVENT LOCATION:** \_\_\_\_\_  
**EVENT DATE(S):** \_\_\_\_\_

**ON BEHALF OF THE ABOVE EVENT/GROUP**, I expressly **WAIVE, RELEASE** and **DISCHARGE** the City of Gladstone, its officers, agents, and employees or any other person from any and all **LIABILITY** for any death, disability, personal injury, property damage, property theft or actions, including any alleged or actual negligent act or omissions, regardless of whether such act or omission is active or passive which may accrue to myself or members of my organization/group or our heirs in connection with our participation in the above-described event. I fully understand and acknowledge that the **CITY OF GLADSTONE** is relying on my representation that I have authorization to sign this document and that I will provide all members of my group a completed copy of this Waiver prior to our participation.

I expressly **INDEMNIFY AND HOLD HARMLESS** the City of Gladstone, its elected and appointed officers, agents and employees from any and all liabilities or claims made by me or my organization/group, my/our heirs and any other individuals or entities as a result of any of my/our actions in connection with my/our participation in this event except for those claims arising from the sole negligence or sole willful conduct of the City, its officers, employees, volunteers or other representatives. Such indemnification includes liability settlements, damage awards, costs and attorney fees associated with any such claims. I hereby certify that I have read this document, understand its content, and am authorized to sign this document on behalf of all members of the event/group I represent.

**DATE:** \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

**NAME:** \_\_\_\_\_  
(Please Print)

**TITLE:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

Please submit this liability waiver form and the completed application and signature page to:  
**City of Gladstone**  
**Office of City Recorder**  
**18505 Portland Avenue**  
**Gladstone, OR 97027**  
**Tel: (503) 557 2766**