

**APPLICATION FOR A PERMIT
TEMPORARY STREET CLOSURE**

I/We, the undersigned, hereby make an application for a Temporary Street Closure Permit under and by virtue of the Ordinances of the Village of Robbins. This license is for special events and is valid for the duration of such activity. The application shall be filed not less than thirty (30) days prior to the scheduled date of such Temporary Street Closure. There will be a charge of \$30 due after the approval of the application.

Definition: Temporary Street Closure is defined to mean a block party, parade, local special event, festival, celebration, concert, or any similar occurrence conducted within the Village that reasonably anticipates closure of the public right-of-way to limited or no vehicular traffic for some specified period of time.

SECTION A: INFORMATION REGARDING THE APPLICANT

1. Applicant Name: _____
2. Resident Address: _____ Resident Phone # _____
3. Business Address: _____ Business Phone # _____

Organizations: Provide names of the president, chairman, managers, or all other persons having a position of management or control. Use an additional sheet if necessary.

Name: _____

Title: _____

Resident Address: _____ Resident Phone # _____

Business Address: _____ Business Phone # _____

SECTION B: INFORMATION REQUIRED

Date: _____ Time(s): _____

Street(s), blocks, or intersection to be closed: _____

Estimated number of participants: _____

Purpose of closure: _____

Will parking be restricted or prohibited during the closure? (select one) _____

Will sound amplification equipment be used? If so, describe: _____

Will charity, gratuity, or offerings be solicited or accepted, or will sales of food, beverages or other merchandise occur? If yes, explain: _____

Will closure affect all of only a portion of the street intersection involved? (select one) _____

SECTION C: ADDITIONAL INFORMATION REQUIRED REGARDING THE EVENT

Has applicant attached to this application copies of additional permits required? Yes ___ No ___

If this is a block party, have you notified all residents affected by this event? Yes ___ No ___

If yes, have you attached the completed *Temporary Street Closure for Block Party* Form? Yes ___ No ___

Will your event require the assistance of Village personnel? Yes ___ No ___ If yes, explain: _____

SECTION D: SPECIAL CONDITIONS/RESTRICTIONS

A. No sound amplification equipment shall be used in any way contrary to the applicable Village ordinances on sound amplification equipment.

B. There will be no drinking of any alcoholic beverages on Village parks, streets, including sidewalks, unless otherwise permitted.

C. Collection and removal of all trash, garbage, and litter caused by the closure is the responsibility of the applicant?

D. _____

SECTION E. AGREEMENT TO SPECIAL CONDITIONS

I/We, the undersigned, affirm that the above statements are true; that I/we am/are authorized to sign this document on the behalf of this applicant; that I/we agree to the special condition(s) noted above, if any; that I/we am/are familiar with and agree to abide by the Ordinances of the Village of Robbins, which apply to this application; and that I/we understand that violation of the Ordinances or special condition(s) may result in suspension or revocation of this permit, as well as other penalties as may be provided by Ordinance.

Signed/Date _____

Conditions Imposed (if any): _____

Provision of Village personnel will result in reimbursement for duties performed in an amount determined by the Director of Public Works and the Chief of Police

None: _____

Reimbursement of all personnel costs: _____

Other: _____

FOR ADMINISTRATION USE ONLY

Date Application Received: _____

Approval- Chief of Police Signature

_____ Date of Approval

Approval-Mayor/Designee Signature

_____ Date of Approval

APPLICATION FOR TEMPORARY LOAN OF BARRICADES

I/We, hereby make an application for temporary loan of barricades. They are to be obtained and returned to the Village's Public Works Department, 3327 W. 137th Street, Robbins, IL 60472; 708-385-8940 x.233

Person responsible for the barricades: _____

Address: _____ Phone # _____

Date to be picked up: _____ Date to be returned: _____

Number of barricades: _____

Barricades are to be picked up the day before the event between the hours of 1:00 pm and 3:00 pm at the Public Works Department. If the event is scheduled for a Saturday or Sunday, the barricades must be picked up the Friday before the event, as the department is closed on Saturday and Sunday. The applicant will be responsible for any damages inflicted. The lists of fees are as follows:

# OF PEOPLE	EVENT FEE	BARRICADE DEPOSIT	CLEAN UP DEPOSIT
Non-Profit Organizations & Block Clubs	Application Fee Only	\$80	\$100
Private groups/individuals	\$50	\$100	\$200

Amount Paid: _____

Applicant Signature: _____

Public Works Director Signature: _____