

Street Closure Permit Instructions

(for Block Parties, Organizations, Businesses, Churches, etc.)

In order to block a residential city street, event organizers must complete a [Street Blockage Permit Application](#) form and have it approved by the Dayton Police Department **30 days** prior to the event for the scheduling requirements of the Street Maintenance Department.

The fee for the Street Maintenance Department to deliver and pick up barricades is **\$50** which must be remitted with the permit application.

***NOTE: Fees must be paid at time of application to guarantee barricade delivery. FEES ARE NON-REFUNDABLE.**

Guidelines for application are:

- The event must be open to the residents of the blocked street and a majority of the residents on the block must sign the approval form.
- Streets can only be blocked during daylight hours and are limited to one street block.
- Event organizers are required to set up and take down the barricades at the conclusion of the event.
- The Barricade delivery fee of **\$50 payable to the City of Dayton** must be remitted with application.

Barricade delivery cannot be scheduled until the permit application is approved and permit fee is paid.

If the street blockage requires more than 10 barricades there will be an additional \$10.00 per barricade charge.

Send completed application and resident signature forms to:

Dayton Police Department
Attn: Cindy August, NAO Supervisor
248 Salem Avenue
Dayton, Ohio 45406

Phone : 937-333-1350

Fax: 937-333-3404

E-Mail: cynthia.august@daytonohio.gov

If you have any additional questions, contact Cindy August at 937-333-1350

CITY OF DAYTON APPLICATION FOR STREET CLOSURE PERMIT

Dayton Police Department
ATTN: C. D. August, NAO Supervisor
248 Salem Ave.; Dayton, Ohio 45406
(937) 333-1350

cynthia.august@daytonohio.gov

FEE FOR BARRICADE DELIVERY/PICK-UP: \$50.00 (Made payable to: The City of Dayton)

FORM TO BE COMPLETED AND RETURNED 30 DAYS PRIOR TO THE EVENT.

- Notify ALL residents whose only route for access to and from their property is affected by this event before submitting application.
- ATTACH RESIDENT SIGNATURE FORM TO THIS APPLICATION.

To the Chief of Police:

I (we) hereby apply for a permit for a STREET CLOSURE for the following date and time.

EVENT INFORMATION:

Date of Event: _____

Time of Event: _____ to _____

Time of Street Closure: _____ to _____

Name of street to be blocked: _____

Street will be blocked between _____ and _____ Streets.
(Example: West Third between Perry Street and St. Mary's Street)

ORGANIZATION OR SPONSOR OF EVENT:

Name: _____ Phone: _____ E-mail: _____

Address: _____

CONTACT PERSON AUTHORIZED TO REPRESENT THIS PERMIT ON ALL MATTERS:

Name: _____ Phone: _____ E-mail: _____

Address: _____

NATURE OF EVENT: _____ Estimated Attendance: _____

Residents Signature Page Attached: YES _____ NO _____

Signature of Authorized Person

Date

This STREET CLOSURE permit application is hereby:
GRANTED: _____ NOT GRANTED: _____ PERMIT NUMBER: _____ / 2020 based on the conditions of this application.

Dayton Police Department Authorization: _____ Date: _____

CONDITION OF THIS STREET CLOSURE PERMIT:

Guidelines and conditions are:

The event must be open to the residents of the blocked street and a majority of the residents on the block must sign the approval form.

STREET CLOSURES can only be scheduled during daylight hours and are limited to one street block.

The permit holder will set-up barricades to block the street and will remove them at the conclusion of the event.

The barricades should be placed back at the delivery location for pick-up by City of Dayton Street Maintenance.

The laws of the City and State must be observed, including but not limited to: litter, noise (loud music), liquor and conduct.

Access must be provided for fire apparatus and/or other emergency vehicles in case they are needed. Therefore, parking must be limited to one side of the street only.

The City of Dayton will be held harmless from any claim for damage which might arise by reason of the issuance of this permit.

This permit is valid for the stated date and time only.

**PERMIT MUST BE IN THE APPLICANT'S POSSESSION
AT THE TIME OF THE EVENT.**

