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Michael B. Coleman, Mayor
City of Columbus

Dear Applicant:

Enclosed is the Block Party/Street Closure application that you have requested. Please read the application carefully including all requirements and restrictions listed within. City Code states that the submitted petition must bear at least eighty percent (80%) of the property owners' signatures whose property adjoins the public street being closed. Please contact the **Columbus Division of Police, Special Events Unit at 645-4375** to make an appointment for approval and street designation as a major thoroughfare. We request that completed applications be returned in person to the Columbus Recreation and Parks Permit Office not less than thirty (30) days prior to the date of the street closure. Any application received less than seven (7) days prior to the date of the street closure may not be processed. Below is a list of laws and restrictions to review prior to completing the application:

614/645-3300
Fax 614/645-8839
TDD 614/645-3317

Recreation and
Parks Commission
Lorraine P. Brock
Frank W. Casto
Kathy Duffy Espy
Lynn A. Greer
Archie M. Griffin
Thomas L. Kaplin
Clayton H. Royder, D.O.
Jerry Saunders
Ellen Larrimer Tripp

Member of the National
Recreation and Parks
Association and the Ohio
Parks and Recreation
Association

The City of Columbus is
An Equal Opportunity
Employer

*Our vision is to provide
leisure opportunities for
all ... something for
everyone ... naturally.*

- No block party activity shall be conducted between the hours of 12:01am and 8:00am without the documented permission from the Director of Recreation and Parks.
- No Street may be closed for the purpose of a commercial activity. From Columbus City Codes, the following is provided:

923.01 Definitions.

(A) "Block Party" means the closing of one (1) or more public streets between one (1) or more intersections for the common purpose of the residents of the public street, or for the common purpose of the community at large, other than for a parade or commercial activity.

(B) "Commercial activity" means the ordinary activities of trade and commerce where the profit motive is the primary purpose of the block party. This terminology does not apply to sales of the materials which are intended to convey information and ideas, or which espouse causes or beliefs protected by the First Amendment of the U.S. Constitution, whether in form of books, pamphlets, buttons, bumper stickers or t-shirts.

- No Application will be accepted by mail or without approval first from the Columbus Division of Police's Special Events Unit, Traffic Bureau (645-4375). Advanced notice of your arrival is required.
- A Street Closure / Block Party Permit is not a permit for alcohol sales, distribution, or consumption in a public right-of-way. All public right-of-way laws still apply to the permitted closed street. Alcohol may only be sold, distributed or consumed on private property.

If you are planning a *rain date* for your event, it **must** be stated on the petition **before** you collect signatures. Otherwise, the application must be completely resubmitted. If you have any additional questions or concerns please contact the Permits and Rental Services Section at 645-3337.

Our mission is to enrich the lives of our citizens.
www.columbusrecparks.com

COLUMBUS RECREATION AND PARKS DEPARTMENT
BLOCK PARTY/STREET CLOSURE PERMIT APPLICATION (revised 1/08)

Application should be completed and returned *thirty (30)* days before date of the block party. The processing fee must be remitted with application. If application is received less than seven (7) days before date of block party, the application may not be processed in time and a \$25.00 customer expediting fee will be charged. If the event has 15 properties or less and includes no major thoroughfares the fee is \$40.00. A \$10.00 fee will apply for each additional street requested for closure. If there are more than 15 properties or include a major thoroughfare the fee is \$70.00. Processing fee will not be refunded if canceled or denied.

Name: _____
Address: _____ Columbus Resident Yes [] No []
City: _____ State: _____ Zip Code: _____ Telephone: _____ Business Telephone: _____ Cell: _____

Requirements and Restrictions (Chapter 923-Columbus City Code)

1. The application shall be filed not less than *thirty (30)* days before the date of the block party. Applications filed less than seven (7) days prior to the date of the block party will only be accepted if the coordinator can reasonably process the application in the remaining time, and a customer expediting service charge of \$25.00 applies.
2. Applicant must furnish a completed petition, signed by 80% of the property owners, tenants or building managers, whose property adjoins the public street being affected.
3. Applicant must provide barricades meeting the standards as set forth by the Ohio Department of Transportation. These barricades shall be "Type I" with R-75-48 "Road Closed" signs. All barricades must be well lighted from one-half hour after sunset with steady "Type C" burning lights. These barricades and signs may be obtained from local traffic control suppliers.
4. No permit shall be issued for a block party requiring the closing of a public thoroughfare as set forth in the *City of Columbus Thoroughfare Plan* without first obtaining the express written approval of the Columbus Division of Police, the Columbus Division of Fire and the Transportation Division.
5. Residents who live within the blocked area cannot be refused entrance to, or exit from, their homes.
6. Provisions must be made for parking, access and participation of handicapped persons.
7. At least one lane of roadway must remain free of obstruction (at least 20 ft.) inside the barricaded area in the event emergency vehicles need to enter.
8. The volume of sound from music and/or other street closing related activities shall be controlled so that such volume is not loud, raucous, jarring, disturbing, or a nuisance to persons within the area of audibility (1000 ft. from area), **AND SHALL COMPLY WITH THE CITY NOISE ORDINANCE (CITY CODE CHAPTER 2329.11).**
9. Ohio's Open Container Laws apply to street areas that have been closed. All beer, wine and spirituous liquor must be consumed on private property.
10. Applicant shall provide for clean up of the public right-of-way at the conclusion of the street closing activity, or at the end of each day's activity, if the closing is for more than one day.
11. **FOR UNIVERSITY AREA PERMITS ONLY (CHAPTER 3329.03)**
Any street closure that will be located within the boundaries below will be required to obtain approval from the University Area Commission, Northwood High Bldg., 2231 N. High St., Rm. 200, Columbus, Ohio 43201 (614-341-7060).
(Boundaries: Glen Echo Ravine on the north, Railroad Tracks on the east, Fifth Avenue on the south, and Olentangy River Road on the west.).
Signature _____ U.A.C.
12. No block party activity shall be conducted between the hours of 12:01am and 8:00am without the documented permission from the Director of Recreation and Parks.
13. After all property owners affected have signed petition, and the application has been completed, the applicant must obtain approval from the Traffic Bureau of the Columbus Division of Police, 120 Marconi Blvd, and assignment of, required police officers. *Contact: Columbus Police Special Events in advance by phone 645-4375.*
14. No Street may be closed for the purpose of a commercial activity.

TO BE COMPLETED BY APPLICANT

I, _____, do agree to abide by all the above requirements and restrictions for the closing of:
_____ from _____ to _____
(street to be closed) (street) (street)

For the purpose of (type of event) _____ as well as any other lawful requirements or restrictions that become a part of the granting of this permit.

Signature: _____

TO BE COMPLETED BY COLUMBUS DIVISION OF POLICE

Approved by: _____ Columbus Division of Police's Special Events Unit, Traffic Bureau.

Officers Needed: _____ Sgts. Needed: _____ Vehicles Needed: _____

Attention: After all the above requirements are met, please bring your application to the Permit Office located at 1111 E. Broad St. for final approval. If you have any questions please don't hesitate to contact us at 645-3337.

At least one signature must be obtained from an authorized adult for each separate residence or business place that adjoins the Street Closure Area. In case of refusal to sign, or a vacant house, indicate the address and a brief explanation as to why a signature was not obtained for that address. Each and every address in the closure area must be listed.

We, the undersigned, have no objection to the closure of the location listed below on the date(s) and times listed

LOCATION: _____ /from _____ /to _____
 (Street to be closed) (Street) (Street)

Note: No permit may be issued for the closure of a street between the hours of 12:01am to 8:00am without the documented permission from the director of Recreation and Parks.

From/Date: _____ Time: from _____ a.m./p.m. To _____ a.m./p.m.

To/Date: _____ Time: from _____ a.m./p.m. To _____ a.m./p.m.

SIGNATURE

NAME/PRINTED

ADDRESS

PHONE

LIST ONE
OWNER/RENTER

I, _____, do hereby verify that I have obtained all signatures necessary for the Block party/Street Closure permit.
 (If additional space is needed, it is permissible to copy this form)

BLOCK PARTY/STREET CLOSURE PERMIT APPLICATION

MAJOR TRAFFIC THOROUGHFARE

VARIOUS CITY DIVISIONS APPROVAL FORM

APPLICANT TO COMPLETE THE FOLLOWING PRIOR TO HAVING THE CITY DIVISIONS SIGN

Closure Location: _____ from _____ to _____
(street to be closed) (street) (street)

Note: No Permit may be issued for the closure of a street between the hours of 12:01am to 8:00am without the documented permission from the Director of Recreation and Parks.

From-Date _____ Time from _____ am/pm to _____ am/pm

To-Date _____ Time from _____ am/pm to _____ am/pm

Purpose of Closure: (type of event) _____

In accordance with Section 923.03 (c) of the Columbus City Codes, the following City of Columbus Divisions, signatures have been obtained for the closure of a Columbus thoroughfare:

Applicant: Name: _____

Address: _____ City: _____ Zip: _____

Home Telephone: _____ Business Phone: _____

Note: This form must be completed and attached to a completed Block Party/Street Closure application form or any proposed closure involving a public thoroughfare as set forth in the *City of Columbus Thoroughfare Plan*.

CITY OF COLUMBUS DIVISIONS

Signature: _____
(Columbus Division of Police, Special Events Unit – 120 Marconi Blvd., 645-4375)

Signature: _____
(Columbus Division of Fire, Lt. Eddie Arnold, 3639 Parsons Ave., 645-7641 ext. 5605)

Signature: _____
(Transportation Division, Tim Swauger 1800 E. 17th Ave., 645-5845)

For the purposes of clean up following your event, the Divisions of Refuse and Division of Transportation's Street must also be contacted.

Signature: _____
(Columbus Division of Refuse, Al Bohanan, 1550 Georgesville Rd. 645-5930)

Signature: _____
(Transportation Division, Ric Rossetti 109 N. Front Street, 3rd Floor, 645-3039)

ALL APPLICATIONS SHOULD BE RETURNED AT LEAST ***THIRTY (30)*** DAYS PRIOR TO EVENT. ANY APPLICATION SUBMITTED SEVEN (7) DAYS OR LESS MAY NOT BE PROCESSED.

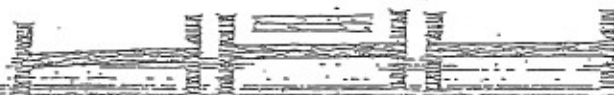
TYPE "C" STEADY BURNING LIGHT
R-75-48
48 X 30
BLACK/WHITE



Type of Support Varies

TYPE I BARRICADES

WITH TYPE "C" STEADY BURNING LIGHT



MAP



MAJOR DOWNTOWN STREET CLOSURE CONTACTS

Map Site	Property Affected	Signing Authority	Property Owner	Address of Person With Signing Authority	Phone #
A	Waterford Towers 155 West Main Street	Theresa Breech	Larry & Jacqueline Heiser	155 West Main Street	469-0206
B	Cultural Arts Center 139 West Main Street	Jennifer Johnson	Columbus Recreation and Parks Department	139 West Main Street	645-7514
C	Community Shelter Board 115 West Main Street	Anita Avant	115 Main LLC	115 West Main Street	221-9195
D	Battelle, Bicentennial, Genoa, Goodale, & North Bank Parks, McFerson Commons, and other Downtown Parks	Jason Nicholson	Columbus Recreation and Parks Department	1111 East Broad Street	645-3335
E	Bicentennial Plaza 250 Civic Center Drive	Bill Schottenstein	Bicentennial Plaza Ltd.	21 East State Street, 23rd Floor	463-9730
F	Parking Company of America Lot #23 Cherry Street	Bill Schottenstein	Bicentennial Plaza Holdings Co. Ltd.	21 East State Street, 23rd Floor	463-9730
G	Columbia Gas of Ohio Inc. 200 Civic Center Drive	George Usner	Columbia Gas of Ohio	200 Civic Center Drive	460-6018
H	Ohio Jobs & Family Services 145 South Front Street	Ronn Kolbash	State of Ohio	30 East Broad Street, 32 nd Floor	644-0661
I	The Ohio Judicial Center 65 South Front Street	Vikkie L. Wilson	Ohio Supreme Court	65 South Front Street	387-9295
J	Ohio Department of Education 25 South Front Street	Harold Rausch	State of Ohio	25 South Front Street	387-0300
K	AMPCO System Parking 167 South Front Street	Tom McGovern	River South Holdings LLC	153 East Main Street, Suite 230	621-1208
L	City Hall 90 West Broad Street	Bernie Larsen	City of Columbus, Facilities Management	90 West Broad Street, North Basement	645-6410

MAJOR DOWNTOWN STREET CLOSURE CONTACTS

Map Site	Property Affected	Signing Authority	Property Owner	Address of Person With Signing Authority	Phone #
M	Central Police Headquarters 120 Marconi Blvd.	Lt. Karl Barth	Columbus Division of Police	120 Marconi Blvd., 2 nd Floor	645-4844
N	United States Courthouse 85 Marconi Blvd.	James Lyons	United States General Service Administration	85 Marconi Blvd.	469-6824
O	Veterans Memorial 300 West Broad Street	Jim Goodenow	Franklin County Board of Commissioners	300 West Broad Street	221-4341
P	Nationwide Arena LLC Neil Ave..	Brian Ellis or Chris Thompson	Nationwide Arena LLC	375 North Front Street, Suite 200	857-2330
Q	Nationwide Arena & Plaza 200 Nationwide Blvd.	Brian Ellis or Chris Thompson	Franklin County Convention Facilities Authority	375 North Front Street Suite 200	857-2330
R	Nationwide Blvd. Arena Dist. 75-125 Nationwide Blvd.	Brian Ellis or Chris Thompson	Nwd Arena Dist. II LLC	375 North Front Street, Suite 200	857-2330
S	Nwd 225 Nationwide LLC Nationwide & McConnell Blvds.	Brian Ellis or Chris Thompson	Nwd 225 Nationwide LLC	375 North Front Street, Suite 200	857-2330
T	Arena District Ca I LLC John McConnell Blvd.	Brian Ellis or Chris Thompson	Nwd Investments LLC	375 North Front Street, Suite 200	857-2330
U	Nationwide Arena LLC Neil Ave. & Spring Street	Brian Ellis or Chris Thompson	Nationwide Arena LLC	375 North Front Street, Suite 200	857-2330
V	Nwd Arena District I LLC 277 Nationwide Ave.	Brian Ellis or Chris Thompson	Nwd Arena Dist. I LLC	375 North Front Street, Suite 200	857-2330
W	Nationwide Arena Dist. II LLC 191 W. Nationwide Blvd.	Brian Ellis or Chris Thompson	Nationwide Arena Dist. II LLC	375 North Front Street, Suite 200	857-2330
X	Nwd 225 Nationwide LLC 250 West St.	Brian Ellis or Chris Thompson	Nwd 225 Nationwide LLC	375 North Front Street, Suite 200	857-2330
Y	Nwd 230 West LLC 230 West St.	Brian Ellis or Chris Thompson	Nwd 230 West LLC	375 North Front Street, Suite 200	857-2330