



A Community of Excellence

Neighborhood Block Party Information Sheet

Development Services

Department

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Block Parties are an excellent way for neighbors to get to know each other. Block party means a gathering of residents of a neighborhood for social purposes where the gathering is (i) limited to the residents of the immediate neighborhood and (ii) a public street will be used by the gathering. Private events do not qualify as block parties.

In order to ensure its success and promote safety, this form must be completed. The following are some commonly asked questions when hosting a block party:

Why do I need to notify the Town that we are having a Neighborhood Block Party? The public street on which you wish to hold your block party will need to be closed to traffic. This closure needs to be approved ahead of time so that fire and police can be rerouted in case of emergency.

How do I notify the Town that our Community will be hosting a Neighborhood Block Party? You will need to submit a completed Block Party Registration form to Development Services at least **five (5) business days** prior to the date of the event. You will be notified via email of the street closure approval. *Please advise if your preferred method of contact is not email.*

Can I have a band at my event? Entertainment such as bands, music, and any auxiliary amplifying equipment should be restricted so that sound does not disturb residences beyond the perimeters of the block party. Please see Municipal Code Section 42-61 through 42-65 for further information.

Can additional trash containers be obtained for our event? Yes. Up to three additional trash containers may be requested. **The Town's Public Works Department will deliver and pick up the containers free of charge.** Following the event, the block party applicant must remove any debris caused by the users from the public right-of-way.

Contact Public Works at 480-503-6400 to confirm delivery of trash containers.

What do I need to know if I am having a block party and requesting a road closure?

1. Only residential streets or cul-de-sacs can be barricaded for a neighborhood block party. Collector and/or arterial streets cannot be closed to traffic for this type of event. **Contact Traffic Engineering at 480-503-6186 for additional information regarding street closures.**
2. To ensure that your party is safe and enjoyable for all, the Town of Gilbert requires that barricades be placed at both ends of the street. **The Town's Public Works Department will deliver and pick up the barricades free of charge.** During the event you must remember to maintain an emergency access on the closed road of at least 20 feet in width and man the barricades at all times in case they need to be removed for emergency access. **Contact Public Works at 480-503-6400 to confirm delivery of barricades.**
3. In order to close a residential street for a neighborhood event, you must notify your HOA and all homeowners living in the affected area. You must also notify the U.S. Postal Service if your event is scheduled during normal business hours.
4. The Town offers free [door hangers](#) to help you advertise your block party. Please pick up your hangars at the Development Services Counter anytime Monday through Friday from 8am-5pm.
5. **No alcohol is permitted in the street.**
6. **What if my application is not submitted at least 5 days before the event?**
If your application is not submitted at least 5 days in advance, the Town cannot guarantee that the street closure will be approved or that barricades will be available, since barricades are provided on a first-come, first-served basis.