



NEIGHBORHOOD BLOCK PARTY PERMIT REQUIREMENTS

What is a Neighborhood Block Party?

Neighborhood Block Parties are events produced by a community-based, not-for profit organization/association requiring the temporary closure of a single block of a street within a single-family residential area.

Can I have a Neighborhood Block Party at my business or apartment complex?

Block party permits will not be granted to residents of an apartment complex or owners of a commercial property. However, if the event is moved out of an apartment complex and onto a commercial property or City park the owners may obtain a Special Event Permit from the City of Dallas Office of Special Events (www.dallasspecialevents.com).

How do I apply for a Neighborhood Block Party Permit?

Neighborhood Block Party Permits are issued through the Department of Public Works, Traffic Safety Coordinators. The City of Dallas does not charge a fee for these permits, but does require a completed Block Party Petition to be submitted ten (10) business days prior to the event. The completed petition form and supporting documents can be submitted as a Traffic Control Permit application through the [Right-of-Way Permit Management System](#).

What are the requirements for a Neighborhood Block Party?

- A single block party cannot consist a gathering of more than 200 people. If the gathering exceeds 200 people, it is considered a Special Event and will be required to move to a City Park or commercial property outside of the residential neighborhood. Requirements and regulations are governed by the Special Events city ordinance Ch. 42A.
- Any person requesting a block party permit will need to print the appropriate City of Dallas petition form. The form can be found at (www.dallascityhall.com/streets/transportation_operations.html). No other petition form will be accepted.

Fill out the following information:

- Petitioner’s name, address, telephone number and/or email address
- Block Party date, including the start and end times (block parties cannot extend beyond 10PM)
- Estimated number of attendees
- Cross streets at each end of the block closure (block closures must extend from one cross street to the next cross street and not impact any traffic signals - no mid-block block parties allowed)
- Petition must include a list of the house numbers within the block closure and a signature from each presiding resident (the petition must be signed by 100% of the residents living within the block closure) • Petition must be submitted ten (10) business days prior to the event

- State-approved barricades and signs are required to close City streets. It is the responsibility of the Petitioner(s) to secure the appropriate barricades and signs. (The City of Dallas does not provide barricades or signs).

- A minimum of two (2) barricades 6 to 8 feet in length with orange and white reflective diagonal stripes shall be placed at each end of the block closure.
- One (1) sign with white reflective background and black letters with the message “Road Closed” or “Street Closed” shall be placed at each end of the block closure.
- Most block parties will require four (4) barricades and two (2) signs - no home-made barricades and/or signs are allowed.
- Some private companies that rent barricades and signs are:

American Barricade Company	(866) 918-0003	Buyer’s Barricades	(888) 535-3939
Cowtown Traffic Control	(817) 924-4524	Crossroads Barricades & Signs	(817) 759-1199
Dallas Lite & Barricades	(800) 755-5791	Highway Technologies	(972) 278-6800



Department of Public Works
Traffic Safety
320 E. Jefferson Street, Room 321
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What are the restrictions for a Neighborhood Block Party?

- Block parties cannot be held on a thoroughfare, a bus route or on a street with a traffic signal.
- Block parties are prohibited on multiple, connected blocks.
- A fifteen (15) foot unobstructed emergency lane must be maintained within the block closure.
- No alcohol can be sold or consumed on City right-of-way.
- No entertainment allowed on City right-of-way – must be on private property only. City's Noise Ordinance, Chapter 30 Sec 30-1, prohibits loud and disturbing noise or vibrations to the ordinary sensibilities of the inhabitants of the city.
- The City Traffic Engineer's Office reserves the right to deny a block party for other reasons, such as traffic congestion or safety concerns.