

COPY to Public Works _____
COPY to Police Department _____
COPY to Fire Chief _____

PERMIT # _____
FEE PAID _____

Township of Stafford Block Party Application for Permit

Name of Person Requesting the Permit: _____
Address: _____

Telephone Number: Home Phone - _____
Cell Phone - _____

The above-referenced person shall be designated as the Contact Person under the provisions of Section 65-3 of the Township Code.

Organization (if any): _____
Address: _____

Proposed Date of Block Party: _____
Proposed Times of Block Party: From _____ to _____
(Note: Block Party must terminate by 11:00 PM)

Proposed Location of Block Party (i.e. Township Street): _____
Cross Streets: _____

Total Number of Properties Impacted: _____

Names, Addresses, Telephone Numbers, Block and Lot Numbers of all property owners impacted on the street or portion of the street where the block party is proposed and signatures signifying consent to the proposed block party, consent to the proposed street closure, and acknowledgement that all residents and their invitees shall adhere to all applicable laws, regulations and ordinances, including but not limited to noise ordinances, fireworks ordinance and regulations and ordinances prohibiting the consumption of alcoholic beverages:

Name: _____
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Telephone Number: _____
Block _____ Lot _____
Signature: _____

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Name: _____
Address: _____
Telephone Number: _____
Block _____ Lot _____
Signature: _____

Activities planned for the block party: _____

Estimated number of persons attending: _____

Large items including but not limited to dunk tanks, inflatable jumps, stages, vehicles/trailers which will be parked or placed on the street: _____

Will music be provided at the block party, either live or recorded? _____
If so, the number, type and locations of all loudspeakers and amplifying devices to be used: _____

Are you requesting additional automated trash cans from the township for trash for the event? _____ (How Many) -- Recycling Cans (How Many) _____

Will you need any Barricades? (How Many) _____

Insurance Requirements: All applicants must provide a certificate of insurance specifically naming the Township of Stafford as an additional insured providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000. **If the applicant is an individual and the block party is not being held on behalf of an organization, the applicant may request a waiver of this requirement upon a showing to the Township Administrator of undue hardship.**

Are you requesting a waiver of this requirement? _____

By signing this application all signatories agree to indemnify, defend and hold harmless the Township of Stafford, its agents, servants, representatives and employees, from and against all losses, damages, claims, liabilities and causes of action of every kind, or character and nature, as well as costs and fees, including reasonable attorney's fees connected therewith, with the expense of investigation thereof, based upon or arising out of damages injuries to third persons or their property caused by the acts, omissions or negligence of the applicant, anyone for whose acts the applicant may be liable, or any claims arising out of or in any manner relating to the activities permitted pursuant to this chapter to the extent permitted by law. The applicant shall give the Township prompt and reasonable notice of any such claims or actions.

All signatories hereby acknowledge that they must comply with all requirements enumerated in Section 65-4 of the Stafford Township Code, a copy of which is attached hereto.

Signature of Contact Person

Date

Date Received by Clerk's Office: _____

Date Referred to Chief of Police: _____

Approved: _____ or Denied _____ by Chief of Police:

Signature of Chief

Date

Forwarded to Township Administrator on: _____

Approved: _____ or Denied _____ by Township Administrator

Township Administrator

Date

ORDINANCE NO. 2006 - 61

**AN ORDINANCE OF THE TOWNSHIP OF
STAFFORD, COUNTY OF OCEAN, STATE OF
NEW JERSEY, AMENDING AND
SUPPLEMENTING THE TOWNSHIP CODE OF
THE TOWNSHIP OF STAFFORD SO AS TO
CREATE A NEW CHAPTER 65, ENTITLED
"BLOCK PARTIES"**

BE IT ORDAINED, by the governing body of the Township of Stafford, County of Ocean, State of New Jersey, as follows:

SECTION 1. The Township Code of the Township of Stafford is hereby amended and supplemented so as to create a new Chapter 65, entitled "Block Parties," as follows:

**CHAPTER 65
BLOCK PARTIES**

§ 65-1. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

BLOCK PARTY -- A neighborhood gathering, or organized party, of persons who reside on the portion of a residential street sought to be closed for said gathering or party.

PERMITTEE -- Shall include the block party contact person, the applicant of the permit, the persons indicated within § 65-3(C)(6) and participants.

§ 65-2. Permit required.

No person or organization shall use any public street, sidewalk or public right-of-way for a block party in the Township without a permit.

§ 65-3. Application to conduct block party.

- A. A person seeking issuance of a block party permit shall file an application with the Township Clerk, together with an application fee of \$20.00, on forms provided by the Township Clerk.

- B. Filing period. An application for a block party permit shall be filed with the Township Clerk not less than thirty (30) days before the date on which it is proposed to conduct the block party.
- C. Contents of application for a block party permit. The application for a block party permit shall set forth the following information:
1. The name, address and telephone numbers (home phone number, work phone number and another supplemental number, such as a cell phone number) of the person requesting the block party permit. The person requesting the permit shall be deemed the contact person unless otherwise specified to the Township Clerk.
 2. The name and address of any organization the applicant is representing.
 3. The proposed date and time of the block party, including the times at which such block party will start and terminate, said termination being no later than 11:00 p.m.
 4. The Township street where the block party is proposed, along with any cross streets.
 5. The names, addresses, telephone numbers, blocks and lots of the property owners for each impacted property on the street or portion of the street where the block party is proposed.
 6. Signatures of all of those property owners indicated in Subsection 65-3(C)(5) above, said signatures indicating consent to the proposed block party, consent to the proposed street closure, and acknowledgment that all residents and their invitees shall adhere to all applicable laws, regulations and ordinances, including, but not limited to, noise ordinances, fireworks regulations, and ordinances prohibiting public consumption of alcoholic beverages.
 7. The activities planned for said block party, the estimated number of persons participating and/or attending, and any large items, including but not limited to, dunk tanks, inflatable jumps, stages, and vehicles/trailers which will be parked or placed in the street.
 8. Whether any music will be provided at the block party, either live or recorded.
 9. The number, types and locations of all loudspeakers and amplifying devices to be used.

10. Whether the applicant is requesting additional automated trash cans from the Township.
 11. Whether the applicant intends to hire off-duty police officers in accordance with Chapter 41, Article III of the Stafford Township Code.
- D. Upon submission of an application for a block party and acceptance of the appropriate fee, the Township Clerk shall request a certified list of property owners from the Tax Assessor for the area of the proposed block party. Said list shall be kept on file with the application. The Township Clerk shall review the application for completeness and forward said application to the Chief of Police and the Township Administrator for review in accordance with §65-4.

§ 65-4. Standards for issuance of block party permits.

A. Approval of the Chief of Police.

1. The Township Clerk shall notify the Chief of Police of the block party application and request that the area of the proposed area be inspected using the following criteria:
 - (a) The conduct and location of the block party will not substantially interrupt or impede the safe and orderly movement of traffic.
 - (b) The conduct of the block party will not be likely to result in damage to persons or property nor cause serious harm to the public.
 - (c) The conduct of the block party will not interfere with the movement of fire-fighting equipment to such an extent that adequate fire protection cannot be provided to the township.
 - (d) Such other concerns deemed necessary in order to properly provide for traffic control, street and property maintenance and the protection of the public health, safety and welfare
2. If the Chief of Police determines that the criteria of § 65-4(A)(1) above are satisfied, he or she shall sign the application, indicating whether said application is approved and any special conditions required.

B. Closing of Streets.

1. The Township Clerk shall forward a block party application to the Township Administrator for a determination as to the closing of streets. A block party

permit shall be subject to the provisions and procedures provided herein for the closing of municipal streets. Any permit issuance shall be contingent upon the Township Administrator providing for the closing of the street or streets which are the subject of the block party application, to be determined in accordance with this section.

2. Pursuant to N.J.S.A. 40:67-16.9, for the purpose of carrying out the preceding sections of this chapter, the governing body authorizes the Township Administrator to provide for the closing of any Township-owned street, or portion thereof, to motor vehicle traffic on any day or days, or during specified hours on any day or days, whenever he/she finds that such closing is necessary for the preservation of the public safety, health or welfare, in accordance with the requirements provided for herein:

- (a) The Township street proposed to be closed is a cul de sac, dead end or circular street.
- (b) The portion of the street proposed to be closed is a half mile (1/2) or less in length and intersected by no more than two other streets.
- (c) The speed limit on the section of the street is 25 MPH or less.
- (d) The street has no more than two lanes.
- (e) The street does not have an active bus stop.
- (f) The street must be reopened by 11:00 p.m.
- (g) Proper warning signs of such closing of any street, or portion thereof, must be posted during the time same is closed.

C. Insurance and Indemnity.

- 1. All applicants must provide a certificate of insurance specifically naming the Township of Stafford as an additional insured providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000. If the applicant is an individual and the block party is not being held on behalf of any organization, the applicant may request a waiver of this requirement upon a showing to the Township Administrator of undue hardship.
- 2. The applicant shall agree to indemnify, defend and hold harmless the Township, its agents, servants, representatives and employees, from and

against all losses, damages, claims, liabilities and causes of action of every kind, or character and nature, as well as costs and fees, including reasonable attorneys' fees connected therewith, and the expense of investigation thereof, based upon or arising out of damages or injuries to third persons or their property caused by the acts, omissions or negligence of the applicant, anyone for whose acts the applicant may be liable, or any claims arising out of or in any manner relating to the activities permitted pursuant to this chapter to the extent permitted by law. The applicant shall give the Township prompt and reasonable notice of any such claims or actions.

3. Any applicant that is insured by the Ocean County Joint Insurance Fund shall be exempt from the requirements listed in § 65-4(C)(1) and (2) above. If an organization other than the applicant will be using Township property in connection with participation in a particular event and no separate application is submitted by that organization, the organization must comply with the requirements listed in § 65-4(C)(1) and (2) above. If the additional organization(s) is also insured by the Ocean County Joint Insurance Fund, then that organization shall also be exempt from the requirements listed in §65-4(C)(1) and (2) above.

D. Other requirements.

1. No block party permit shall be issued if, within the last calendar year prior to the date of the proposed block party, a block party permit has been issued for the same street or portion of the street which is the subject of the currently-proposed block party.
2. No block party permit shall be issued if a block party permit has been previously issued for the same street or portion of the street which is the subject of the currently-proposed block party, and said previously-issued permit was revoked by the Township due to violations of this chapter or of any applicable ordinances, laws or regulations.
3. Block parties shall be authorized only upon Township-owned streets, and shall not be authorized upon any street which is owned and under the jurisdiction of Ocean County, the State of New Jersey or any public entity other than the Township of Stafford.

§ 65-5. Issuance of permit; conditions.

If all the requirements of this chapter for the issuance of a block party permit have been met satisfactorily, the Township Clerk shall issue a permit for a block party, subject to any conditions determined by the Township Administrator to be reasonably calculated to reduce

or minimize dangers and hazards to vehicular or pedestrian traffic and the public health, safety and welfare, including, but not limited to, changes in time, duration or number of participants. Upon issuance of a block party permit, the Township Clerk shall forward a copy of said permit to the Township Administrator, the Chief of Police, the appropriate Fire Chief, and the Superintendent of Public Works.

§ 65-6. Duties of permittee.

In addition to any duties of the permittee(s) which are a condition of the block party permit as issued and any other obligations of the permittee(s) delineated otherwise in this chapter, all permittees shall:

- A. Comply with all applicable laws and ordinances.
- B. Be responsible for clean-up of any items, trash and garbage from the street which is the subject of the permit.
- C. Require that the block party contact person or other person heading or leading such activity shall carry the block party permit upon his or her person during the conduct of the parade or block party.
- D. Assure that any vendors utilized during the block party are properly licensed as required under any other ordinance or law.

§ 65-7. Revocation of permit.

The Township shall have the authority to revoke a block party permit issued hereunder upon the violation of any of the standards for issuance as set forth in this chapter or in the event of circumstances endangering public health, safety and welfare.

§ 65-8. Violations and penalties.

Any person who violates any provision of this chapter shall, upon conviction thereof, be punished by a fine of not more than one thousand dollars (\$2,000.), by imprisonment for a term not to exceed ninety (90) days and/or by a term of community service not to exceed ninety (90) days. A separate offense shall be deemed committed on each day during or on which a violation occurs or continues.


SECTION 2. All ordinances or parts of ordinances inconsistent herewith are hereby repealed.

SECTION 3. If any section, subsection, sentence, clause, phrase or portion of this ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.

SECTION 4. This ordinance shall take effect after second reading and publication as required by law.

NOTICE

NOTICE IS HEREBY GIVEN that the foregoing ordinance was introduced and passed by the Township Council on first reading at a meeting of the Township Council of the Township of Stafford held on the 1st day of August, 2006, and will be considered for second reading and final passage at a regular meeting of the Township Council to be held on the 15th day of August, 2006, at 7:00 p.m., at the Municipal Building located at 260 East Bay Avenue, Manahawkin, New Jersey, at which time and place any persons desiring to be heard upon the same will be given the opportunity to be so heard.


BERNADETTE M. PARK, RMC, CMC

Township Clerk, Township of Stafford

CERTIFICATION

I, **BERNADETTE M. PARK**, Municipal Clerk of the Township of Stafford, do hereby certify that the foregoing Ordinance was duly adopted on second reading by the Stafford Township Council at their meeting held on the 15th day of August, 2006.


BERNADETTE M. PARK, RMC/CMC

Municipal Clerk

MSD
#837