Town of Cortland
59 S. Somonauk Rd.
P.O. Box 519
Cortland, IL 60112-0519

Town Hall:
Administration Office 815/756-9041
Town Clerk's Office 815/756-3030
Facsimile 815/756-4583

Operations & Maintenance:
Town Garage 815/756-6469

Police Department:
Non-Emergency 815/756-2558
Facsimile 815/787-2015

Water/Wastewater:
Office 815/756-9684
Emergencies 815/756-1910
Facsimile 815/756-1543

Application for Street Closing/Block Party and Depositor's Responsibilities

PLEASE SUBMIT APPLICATION 14 DAYS PRIOR TO BLOCK PARTY.
A $10.00 non-refundable application fee is due with the application and may be paid at the Town Clerk's Office, 59 S. Somonauk Rd.

Name:	
Address:	
Home Phone: ( )	Cell Phone: ( )
Date of Street Closing:	
Time of Street Closing:	to
Name of Street to Be Closed:	
Nearest Intersection(s):	

I, _____, understand that all activity, on the date named above, (including noise), will be according to Town Code. Failure to do so will result in action by the Cortland Police Department to ensure compliance.

BARRICADES: Barricades are mandatory. A $100.00 deposit for barricades, including sign(s), is required at the time of application. No more than four barricades allowed per event. Barricades will be dropped off Friday before the event at the address of the applicant. The applicant is responsible for placement during the event. Barricades will be picked up on Monday after block party. If barricades are not available for pickup, or if they are damaged, the depositor is responsible for the cost of replacement barricades. If the Department of Operations and Maintenance staff has to be called out on a weekend, for any reason, you will forfeit $50.00 of the deposit.

RESPONSIBILITIES: There will be no fireworks. No amplified music over 75dB. Noise will only be allowed during the times noted in the Town Code. The block party must end and the roadway passable by 10:00 p.m. All litter and debris shall be removed by the end of the event. The block party will not unreasonably interfere with (or restrict the delivery of) Town or emergency services. Any items placed in the roadway cannot interfere with responses of emergency vehicles and services. Should there be any complaints during the block party from residents and a police squad car is dispatched, the Depositor will serve as primary contact and permission to continue the party may be rescinded.

In the event that the alternate (or "rain") date is going to be used, instead of the primary date requested, the individual whose signature appears below shall contact the Town Hall at (815) 756-3030.

_____ _____
Signature of Applicant Date

All addresses on the street affected shall be listed. All Residents (an adult occupant) of each address must be contacted and their signature of acknowledgement obtained on the Neighborhood Block Party Form.

ALL Residents (including Depositor) of the above-named street must sign this acknowledgement form below. The following residents, by signature, acknowledge a proposed block party as described above. Further, the undersigned Residents indicate understanding that the Street named above will be barricaded in part or in total preventing thru-traffic.

PRINT NAME	ADDRESS	SIGNATURE OF RESIDENT

BLOCK PARTY SIGNATURE SHEET (CONTINUED)

All addresses on the street affected shall be listed. All Residents (an adult occupant) of each address must be contacted and their signature of acknowledgement obtained on the Neighborhood Block Party Form.

ALL residents (including Depositor) of the above-named street must sign this acknowledgement form below. The following residents, by signature, acknowledge a proposed block party as described above. Further, the undersigned Residents indicate understanding that the Street named above will be barricaded in part or in total preventing thru-traffic.

PRINT LAST NAME	ADDRESS	SIGNATURE OF RESIDENT

OFFICE USE ONLY

Copies to:

- ☐ Public Works Director
- ☐ Chief of Police
- ☐ Deposit Received
- ☐ Date Deposit Received: _____
  Deposit Received by: _____
- ☐ Fire Chief
- ☐ DeKalb County Sheriff, E-911 Center
- ☐ Director of Operations & Maintenance

Approved:

_____ _____
Mayor, Town of Cortland Date