



## CITY OF CHANHASSEN

# GENERAL REQUIREMENTS FOR STREET CLOSURES FOR NEIGHBORHOOD EVENTS PERMIT

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1. Complete a street closure application form. Applications should be submitted to the city along with a \$20.00 application fee at least two (2) weeks prior to the planned event.
2. Street closures will be conducted only on dead-end streets or cul-de-sacs. No thoroughfares or collector streets may be used. In addition, access to public facilities shall not be blocked. Road closures will only be granted when the City Engineer or the Engineer's designee determines that the closure will have no adverse effects on the safe function of the roadway.
3. All residents living on the street or block for which the event is planned shall request the street closure or have been contacted by the applicant and do not object to the street closure. The applicant shall provide documentation that this requirement has been met. Please use the [Approval Sign-Up Sheet](#) for signatures (use as many copies as are needed).
4. Barricade equipment is required and can be provided by the city. Barricades or barrels will be delivered to the applicant's address the last working day before the event and picked up the first working day after the event. There is no charge for this service; however, a \$100.00 deposit is required and is returned to the applicant after the city picks up the barricades or barrels after the event. As an alternative, the applicant may rent barricade equipment from a city-approved vendor. In either case, setup and takedown of the equipment shall be the responsibility of the applicant.
5. A minimum twelve-foot (12') aisle must be maintained in the street to permit the passage of emergency vehicles or vehicles of residents. Failure to maintain a twelve-foot aisle during the entire period of the event will result in denial of requests for subsequent street closures. Law enforcement personnel will monitor the event for strict adherence to this rule.
6. Adult supervision must be maintained at all times during the event. The City of Chanhassen is not responsible for damages or injuries incurred in connection with the event.
7. The applicant shall be responsible for the pick-up of trash and garbage within 12 hours of the end of the event.
8. Streets may not be barricaded later than 10:00 p.m.
9. No residents of the area designated shall be denied access to their property.
10. The City of Chanhassen reserves the right to deny any request.