

RESOLUTION NO. 7529

**CITY OF SOUTH GATE
LOS ANGELES COUNTY, CALIFORNIA**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF SOUTH GATE ESTABLISHING POLICY AND
PROCEDURES FOR THE TEMPORARY STREET
CLOSURE FOR THE PURPOSE OF BLOCK PARTIES
AND SIMILAR EVENTS**

WHEREAS, it is the objective of the City of South Gate ("City") to provide a safe and secure environment for its residents and visitors of the City; and

WHEREAS, periodically residents request that a City street be closed for the purpose of a private function; and

WHEREAS, Section 21101 of the State of California Vehicle Code authorizes the City to temporarily close a street for a private function for the protection of the public; and

WHEREAS, the Public Works Department has determined it is in the best interest of the City to establish policy and procedures concerning requests for temporary street closures;

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF SOUTH GATE
DOES HEREBY RESOLVE AS FOLLOWS:**

SECTION 1. The above recitals are all true and correct.

SECTION 2. The policy established by this Resolution (the "Policy") applies to residential areas.

SECTION 3. It is the intent of this Policy to define parameters under which local groups or residents may request temporary street closures or encroachments for recreational or leisure purposes such as block parties.

SECTION 4. The City Council hereby adopts the herein contained rules and regulations pertaining to temporary closure of streets for the purpose of block parties and other similar events.

- a. **Definitions.** As used in this Resolution:
1. "Block Party" means a stationary gathering of people and/or equipment in a predominantly residential area on public property for holiday-related events including, but not limited to, Fourth of July, Halloween, Labor Day, and Memorial Day.
 2. "City Manager" means the City Manager of the City South Gate or his/her designee.
 3. "Director of Public Works" means the Director for the Public Works Department of the City South Gate or his/her designee.
 4. "Person" means and includes any individual, firm, co-partnership, corporation, district, or other political subdivision.
 5. "Working days" means days on which the South Gate City Hall is open to the public for City business.
- b. **Permit - Required.** A person shall not conduct or manage any Block Party unless he/she first procures from the City a permit to do so.
- c. **Permit - Provisions Applicable to Managers and Participants.** A person shall not conduct, manage or participate in any Block Party in violation of the provisions of a Block Party permit issued for such gathering.
- d. **Application for Permit - Contents.** Any person desiring to conduct or manage a Block Party shall, not less than thirty (30) days before the date of said Block Party (Director of Public Works has the discretion to grant waivers to the thirty (30) working days requirements), file with the City a verified application on a form furnished by the City, setting forth the following information:
1. The name, address, telephone number, and e-mail address of the person, legal entity or organization wishing to conduct the Block Party;
 2. If the applicant is an organization or legal entity (such as a corporation, partnership or limited liability company) rather than an individual person, then the application shall contain both (a) the name, address and telephone number of the headquarters of the organization or entity, and (b) the name, address, telephone number, and e-mail address of the person designated by the applicant to be in charge of the Block Party and responsible for its conduct;
 3. The date when the Block Party is to be conducted;
 4. The times when the Block Party will start and terminate;

5. The addresses to be affected by the street closure, and signature of approval of each head of household (for each residential unit) and business owner or authorized representative (for each business) that directly fronts the area to be closed;
 6. The approximate number of persons who will attend the Block Party;
 7. Whether the Block Party will occupy all or only part of the streets; if only part of the street is to be occupied, specify the portion to be occupied;
 8. A diagram of the proposed layout and area description of the event;
 9. Acknowledgment that possession of open containers of alcoholic beverages or consumption of alcoholic beverages is not allowed in public places;
 10. Acknowledgement that foods, beverages, goods, wares or merchandise will not be sold during the event for which the street is closed;
 11. Agreement to pay the City the non-refundable permit application processing fee of \$50 or as established by Resolution of the City Council to cover the administrative expenses incurred by the City to process the application;
 12. Agreement to comply with all Federal, State and local laws and to be responsible for the orderly conduct of those in attendance.
- e. **Permit - Issuance Conditions.** The Director of Public Works shall issue or deny the permit within ten (10) working days after a complete permit application is submitted. The issuance of the Block Party permit will be contingent upon the following:
1. The conduct of such Block Party will not substantially interrupt the safe and orderly movement of other traffic contiguous to its routes;
 2. The conduct of such Block Party will not require the diversion of an excessive number of Police Officers to properly police the area;
 3. The concentration of persons in the area will not unduly interfere with proper fire and police protection of, or ambulance service to, areas contiguous to the Block Party;
 4. The conduct of the Block Party will not interfere with the movement of fire-fighting equipment en route to a fire either within or contiguous to the area which is subject to the permit;
 5. The conduct of such Block Party is not reasonably likely to cause injury to persons or property;

6. The conduct of such Block Party will not obstruct any construction or maintenance work scheduled to take place upon public roads; and
7. At least sixty percent (60%) of the affected households and businesses fronting the areas to be closed in connection with the street closure, have approved the closure.
- f. **Permit Application - Contents.** Such permits shall prescribe the following, when applicable:
 1. Starting time;
 2. Ending time;
 3. The addresses to be affected by the street closure; and
 4. Brief description of the equipment to be used, if any (i.e. barbecues, etc.); and be accompanied by a copy of the signatures of approval of each head of household (for each residential unit) and authorized representative (for each business unit) that directly fronts the area to be closed.
- g. **Permit Rejection - Notice.** If the Director of Public Works finds that such permits should not be issued, he/she shall within the period identified in Section 4(e) above, notify the applicant via e-mail or facsimile transmission, to be followed by written notice mailed not later than the next ten (10) working days, that the application for the Block Party permit has been denied. Such notice shall indicate the reason or reasons for the denial.
- h. **Appeal Procedure.** Upon a denial by the Director of Public Works of an application for a permit, the applicant may appeal the determination of the Director of Public Works to the City Manager by filing a written notice of appeal within seven (7) days of the date of notification of the Director of Public Works' decision. Not later than seven (7) days after the appeal is filed, the City Manager shall reverse, affirm or modify in any regard the determination of the Director of Public Works by delivering written notice thereof to the applicant and the Director of Public Works. The determination by the City Manager shall be final and conclusive.
- i. **Notification of Block Party.** Upon issuance of a permit, the Director of Public Works or his designee shall notify all affected City Departments, including the South Gate Police Department, Public Works Field Operations, and the Los Angeles County Fire Department.
- j. **Revocation of Permit.** Any permit for a Block Party may be revoked by the Director of Public Works at any time when, by reason of emergency, or because