



**INCORPORATED VILLAGE OF FLORAL PARK  
BLOCK PARTY REQUEST  
\$25 Block Party Application Fee**

**PLEASE PRINT CLEARLY**

We the residents of \_\_\_\_\_ between  
 \_\_\_\_\_ (Street)  
 \_\_\_\_\_ and \_\_\_\_\_  
 \_\_\_\_\_ (Street) (Street)

Hereby request permission to hold a block party on \_\_\_\_\_  
 \_\_\_\_\_ (Date)

with a rain date of \_\_\_\_\_. The person(s) responsible for this party is/are  
 \_\_\_\_\_ (Date)

1. Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

2. Name \_\_\_\_\_ Address \_\_\_\_\_ Phone \_\_\_\_\_

Who has/have agreed to be in attendance for the entire party. By signing this petition in favor of holding the Block Party, we all agree to comply with the regulations set forth in "Regulation for Use of Public Places for Block Parties, Fairs, Picnics and Fundraisers".

<b><u>YES</u></b>	<b><u>NO</u></b>	<b><u>SIGNATURE AND ADDRESS OF EVERY RESIDENT ON BLOCK</u></b>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
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_____	_____	_____
_____	_____	_____
_____	_____	_____

TOTAL NUMBER OF HOMES IN: FAVOR \_\_\_\_\_ OPPOSED \_\_\_\_\_

IF A RESIDENT IS KNOWN TO BE OUT OF TOWN, PLEASE INDICATE ON THE SIGNATURE LINE ABOVE.

WILL THERE BE ANY MECHANICAL OR INFLATABLE DEVICES? Yes \_\_\_\_\_ No \_\_\_\_\_

WILL THERE BE SOUND DEVICES OR LOUDSPEAKERS (I.E. DJ)? Yes \_\_\_\_\_ No \_\_\_\_\_

IF YES, PLEASE FILL OUT THE SOUND DEVICE APPLICATION ATTACHED.

I HEREBY CERTIFY THAT THE ABOVE SIGNATURES ARE THOSE OF EVERY RESIDENT ON THE BLOCK.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Applicant

cc: Police Commissioner

POLICE DEPARTMENT APPROVAL

Date

\_\_\_\_\_

**INCORPORATED VILLAGE OF FLORAL PARK  
REGULATIONS FOR USE OF PUBLIC PLACES FOR BLOCK PARTIES,  
FAIRS, PICNICS & FUNDRAISERS (COVID-19 & SOUND DEVICES)**

The following rules apply to the above events:

1. Block Parties have always been a tradition in Floral Park. The COVID-19 pandemic has effected the Village's ability to and to ensure the safety and well-being of all concerned, the Regulations listed below must be strictly adhered to, and all participants must follow all current CDC protocols, which require all unvaccinated individuals at the event to wear a mask and that proper social distancing be maintained. Additionally, there may be the need to curtail the number of block parties on the same date in heavily traveled areas to eliminate congestion and hazardous situations. This determination will be made by the Police Department.
2. The person(s) signing the application for any of the above events is responsible for ensuring that all conditions are fulfilled and that all residents of the block are made aware of them.
3. Applications for approval by the Board of Trustees must be received in Village Hall at least thirty (30) days prior to the event as applications have to be reviewed by the Assessment Department and Police Department before presentation to the Board of Trustees at Board Meetings held the 1<sup>st</sup> and 3<sup>rd</sup> Tuesday of the month except July and August when there is only one Board Meeting held on the 3<sup>rd</sup> Tuesday of those months.
4. Obtain the signatures of all residents on the block involved whether they are/or are not in favor of the block party (at least 75% of residents must be in favor in order to qualify for approval from the Board of Trustees).
5. Block Parties are primarily for the benefit of the residents of the block and their families. It is the responsibility of the person(s) designated "responsible for the party" to ensure that minors are supervised at all times and that no uninvited guests are allowed to crash the Block Party.
6. Person(s) designed responsible for the Block Party must provide every household on the block with a copy of the letter of approval from the Village whether they are/or are not participating in the function, prior to date of the Block Party.
7. All Block Parties may begin no earlier than 10:00 am and shall end no later than 11:00 pm at which time all music must end.
8. Remind neighbors of the block party date and the time it will start so as to provide ample time for them to park their vehicles in an accessible location other than alongside police barricades at intersections.
9. Police barricades used to prevent through traffic should not be moved or removed until the end of the event. At the end of the event, place the barricades on the grassy area between the curb and sidewalk for pickup by the Department of Public Works.

**Please note: It is imperative that no vehicles park alongside the barricades, blocking the intersection, in case fire or emergency vehicles need to get through. Also, no tables or chairs should be placed in the vicinity of fire hydrants. The roadway must have at least a fifteen (15) foot-wide lane free of obstruction to allow emergency vehicles access to the entire block.**

10. No more than one Block Party a year is permitted.
11. Fireworks of any kind are prohibited (display or otherwise). Bicycle riding is prohibited within the confines of the Block Party. Use of mechanical rides and inflatable devices is permitted provided the vendor files a certificate of insurance with the Village which provides liability coverage with minimum limits of two million dollars (\$2,000,000.00) per occurrence and lists the Village as an additional insured. Further, any such inflatable device or mechanical ride must be situated to one side of the street and in the middle of the block to ensure that the roadway has at least a fifteen (15) foot wide lane free of obstruction to allow emergency vehicles to access the entire block.
12. Please refrain from very loud music and entertainment.
13. Do not serve alcoholic beverages to any person under 21 years of age or who appears intoxicated. All alcoholic beverages must be supervised and served by responsible adults. We encourage the availability of non-alcoholic beer and soft drinks.
14. Adhere to local regulations concerning recycling and garbage disposal.



# INCORPORATED VILLAGE OF FLORAL PARK

## SOUND DEVICE APPLICATION

### INSTRUCTIONS

1. This is an application, NOT a sound device permit.
2. All answers must be either typewritten or printed in ink.
3. File application to Village Clerk at Village Hall, One Floral Boulevard, Floral Park at least fourteen days before the day of the event.
4. A fee of \$50 cash or check made payable to the Incorporated Village of Floral Park must accompany the sound device permit application.
5. If approved, the permit may be picked up at Village Hall or by email. Questions call 516 326-6304.

Name of Applicant	Address	Phone
Email Address		

Is Applicant a Corporation, Organization, or Association? Yes  No  (If "Yes" enter information below)

Name	Address	Phone
Event Location	Date(s) of Event	From <input type="text"/> Time(s) To <input type="text"/>
Is location within 500 feet of any School, Church, or Similar Institution? Yes <input type="checkbox"/> No <input type="checkbox"/>	Are Funds to be Solicited? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Approximately how many feet from the device is speaker's voice proposed to be heard?	Approximately how many people will be at event?	

COMMENTS OR REMARKS:

SIGNATURE OF APPLICANT OR AGENT:

**X**

Reviewed By:		Approved <input type="checkbox"/>	Disapproved <input type="checkbox"/>
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If Disapproved, Reason:

\_\_\_\_\_  
Village Clerk                      Date:

**Chapter 56 of the Code of The Village of Floral Park regulates use of amplifiers, loudspeakers and public address systems. The Village Clerk may issue a permit for sound devices set forth in the Village Code provided as follows:**

- (A) The property owner, a lessee of property or their designated agency shall file a written application with the Village Clerk together with a non-refundable application fee of fifty (\$50) dollars no less than fourteen (14) business days before the event. Upon good cause shown, the Village Clerk may accept an application beyond the period specified.
- (B) If the agent is the applicant, then the application shall be consented to and acknowledged in writing by the owner or lessee of the property, and same shall be bound by the statements in the application; the terms, conditions and restrictions of the permit; and the provisions of this chapter in the same manner as the agent.
- (C) Such application shall contain the name, address and contact numbers of the property owner and the person in possession or in-charge of the property, their designated agents, and the name, address and contact numbers of the disc jockey, band, entertainer or person appearing or providing services at the event, if applicable; shall describe the event; the specific location where the sound device or apparatus is proposed to be used; the date and hours of the day during which it will be used or operated; the nature and type of sound apparatus to be used; and such other pertinent information as the Village Clerk may deem necessary to carry out the provisions of this chapter.
- (D) All terms and conditions of the sound device permit may be found at <https://fpvillage.org/> under Village Code, Chapter 56.