



THOMAS M. TUNNEY

ALDERMAN, 44TH WARD
3223 NORTH SHEFFIELD AVENUE
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CITY COUNCIL

CITY OF CHICAGO

COUNCIL CHAMBER
CITY HALL—THIRD FLOOR
121 NORTH LA SALLE STREET
CHICAGO, ILLINOIS 60602
TELEPHONE: 312-744-3073
FAX: 312-744-1380

COMMITTEE MEMBERSHIPS

ECONOMIC, CAPITAL AND TECHNOLOGY DEVELOPMENT
(CHAIRMAN)
BUDGET AND GOVERNMENT OPERATIONS
COMMITTEES, RULES AND ETHICS
FINANCE
HEALTH AND ENVIRONMENTAL PROTECTION
LICENSE AND CONSUMER PROTECTION
WORKFORCE DEVELOPMENT AND AUDIT
ZONING, LANDMARKS AND BUILDING STANDARDS

44th Ward Summer 2019 Block Party Package

Thank you for your interest in holding a block party this summer. Neighborhood block parties are a terrific way to strengthen our community through social interaction and enjoy Chicago during the summer.

Enclosed you will find the following forms:

- Application for a permit to hold a block party
- Chicago Fire Department fire truck/engine request form
- Petition for first-time block parties

If this is your first time applying for a Block Party or you have not held one in the past two years, I ask that you circulate a petition among your neighbors demonstrating support for the event. A copy of the petition is included in the application packet. I also ask that block parties not be held on Cubs games, concert nights or festival weekends whenever possible - especially for those blocks in close proximity to Wrigley Field and festival grounds. Schedules can be obtained at www.cubs.com and www.44thward.org/calendar. Block Party Permits will not be issued on any arterial streets or on a bus route. They will also not be issued for more than one (1) day in succession or to close any street for a commercial purpose.

All applications, Fire Truck Request forms and petitions must be submitted no later than 30 days prior to the event. Please return completed applications to my office located at 3223 N. Sheffield or email a scanned copy directly to ward44@cityofchicago.org. My office will forward the application to the Department of Transportation for approval and work with the Department of Streets and Sanitation to provide "No Parking" signs and barricades (if available). It is required that the block party organizer flier cars on your block in advance of the party to inform neighbors.

The Jumping Jack Application is online only and can be found under the City of Chicago's website under Government/Cultural Affairs and Special Events/City Markets and Neighborhood Programs/Jumping Jack Program. Reservations for the Jumping Jack Program open sometime in mid-April. Once it opens and a reservation is submitted, you will receive notification from the program directly, not from our office. Fire Truck requests can no longer provide confirmations due to possible emergencies within the Ward. They will try their best to fulfill the request.

If you have any questions or concerns, please contact Esme Borrero in my 44th Ward Office at 773-525-6034.

Sincerely,

Tom Tunney
Alderman, 44th Ward

Note: Please read about changes to our block party policy:

Block Parties are recreational street closures for residents to hold an annual event for their block. They are a fun way to create an atmosphere that welcomes old and new neighbors, strengthens the community and creates a bond for years to come. Permits are issued by the Department of Transportation. **Due to popular demand, we are limiting block parties to one per block per year. Exceptions will be handled on an individual basis.**

Block parties will not be held on Cubs games or festival days for those blocks with in close proximity to Wrigley Field and festival grounds. The Cubs schedule can be obtained at www.cubs.com. All applications and petitions must be submitted no later than 30 days prior to the event. We will no longer approve applications that are not submitted less than 30 days in advance.

If this is your first time applying for a Block Party or you have not had one in the past two years, we require you circulate a petition among your neighbors demonstrating support for the event. You must have more than 60% of your neighbors sign up. Addresses must be different and reflect coverage throughout the entire block and not have more than half the names from one address (multi-unit buildings). A copy of this petition is included in the application packet.

Rules Regarding Block Party Permits Requests

1. Block parties are public events; **permits will not be issued for personal events. No exceptions.**
2. Permits are issued on a first come, first served basis.
3. Streets cannot be blocked prior to 10am and must be reopened by 10pm.
4. Block Party Permits will not be issued on any Federal Aid Urban Streets (i.e., arterial streets) or on a bus route.
5. Block Party Permits will not be issued for more than one (1) day in succession or to close any street for a commercial purpose.
6. A block party permit will only be issued for a single block (intersection to intersection).
7. Access to any parking spaces controlled by meters or pay boxes must be accessible at all times.
8. The city does not provide street cleaning prior to the block party or after.
9. In addition to the rules listed above, Block Party Permit requests may be denied by the Department of Transportation for the following reasons:
 - Incomplete application (missing information)
 - Traffic control issues
 - Issues related to other permits issued in the vicinity of the event (i.e., construction on the street)

- Public safety concerns
- Previous noted issues with a block party.

Please return completed applications to our office located at 3223 N. Sheffield or email a scanned copy directly to ward44@cityofchicago.org with the Subject Line: Attn: Esme – Block Party Application. Our office will forward the application to City Hall for approval and work with the Department of Streets and Sanitation to provide “No Parking” signs. You are required to flyer your block at least a week before the block party as a reminder to neighbors or anyone parked on the block. “No Parking – Block Party” signs need to be posted at least 48 hours prior to the block party to give everyone enough notice to move their cars off the block.

Here are a few tips for having a fantastic block party:

- Don't go it alone! Recruit volunteers from the block to help plan a fun day.
- Assign someone to head up entertainment/games/set-up/break down, etc.
- Make it a potluck! This is a great way to showcase your blocks' culinary skills.
- Be sure you have trash/recycle receptacles placed strategically throughout the block to ensure there is a place for garbage or recycled materials to be disposed of.
- Last but not least, when it's over, gather neighbors and walk the block, picking up any remaining trash on the parkway/street.



CITY OF CHICAGO
 Department of Transportation
 121 North La Salle Street, City Hall - Room #905
 Chicago, Illinois 60602
 Tel: 312-744-4652 Fax: 312-744-4627

DATA COLLECTION FORM FOR A PERMIT TO HOLD A BLOCK PARTY
 (Recreational Street Closing)

Date of Application: _____ Ward: _____

Please note: A block party permit cannot be used to close any thoroughway of Federal Aid Urban Street, to close a street with a bus route, to close any street prior to 8:00 A.M. or past 10:00 P.M., to close any street for more than one (1) day in succession, or to close any street for commercial purposes.

Applicant Information:

Permit Issued to: _____
 Address: _____ Telephone No.: _____
 City: _____ State: _____ Zip Code: _____
 Email Address: _____

Emergency Contacts:

Name: _____
 Address: _____ Telephone No.: _____
 City: _____ State: _____ Zip Code: _____

Please answer the following questions:

Even Location (i.e., State Street from 1100 N, to 1199 N.) – request can only be one (1) block long (street intersection to street intersection).
 Street: _____ From: _____ To: _____
 Purpose: _____
 What is the date of the event: _____ Start time: _____
 End time: _____

For a block party to be approved and issued by the Chicago Department of Transportation the permit request must be entered by the Aldermanic Office in which the block party is taking place in the Service Request (CSR) system.

Entry of the request constitutes the Aldermanic request for a recreational street closing in accordance with the provisions of Section 9-12-040 of the Municipal Code of the City of Chicago.



CHICAGO FIRE DEPARTMENT

Office of Special Events
3510 S. Michigan Ave., 2nd Floor
Chicago, IL 60653
Fax: 312-745-3679
Fire-specialevents@cityofchicago.org

Attn: Chief Curtis Hudson
Coordinator of Special Events

I am requesting a C.F.D. fire engine or truck at the following event:

TYPE OF EVENT: _____

DATE: _____

LOCATION: _____

ALDERMANIC WARD: 44th Ward.

TIME: _____

CONTACT PERSON'S NAME: _____

CONTACT PERSON'S NUMBER: _____

***NOTE: ALDERMANIC WARD MUST BE COMPLETED**

I/we understand all C.F.D. equipment is considered "in service" meaning if an emergency occurs, it will take priority, and the C.F.D. will respond to the incident.

The C.F.D. will **NOT** turn on fire hydrants or give rides.

Confirmations for block parties can no longer be provided. The C.F.D. will make every attempt to honor all Block Party or Special Event requests.

*Requests **MUST** be submitted in a timely fashion and failure to do so may result in the inability to secure a fire engine or truck.*

Barricade Request Form

44th Ward

I am requesting 2 barricades for our block party located at:

DATE: _____ LOCATION: _____

START TIME: _____ END TIME: _____

CONTACT PERSON'S NAME: _____

CONTACT PERSON'S ADDRESS: _____

CONTACT PERSON'S NUMBER: _____

Please be advised, barricades must be returned in proper working order/condition. Any damage that renders them unusable will result in the following replacement costs (billed to contact person):

Long board replacement:	\$34.38
Legs:	\$29.74

I acknowledge and accept full responsibility of Alderman Tom Tunney's barricades, ensuring they are in the same condition as when they were dropped off and, left in the same location for easy retrieval Monday morning unless otherwise noted.

PETITION TO HOLD A BLOCK PARTY

Dear Neighbors,

For the first time, residents of our block are putting together a Block Party. This is a great opportunity to meet and interact with the other families on our block and have a little fun together. In order to show support for the party on our block, Alderman Tom Tunney asked that we circulate this petition among our neighbors. Thank you for your support.

Anticipated Date and Times: _____

Location of the Party: _____

Contact person on the block: _____

Please provide your name, phone number and address. Incomplete entries will not be counted.

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

8. _____

9. _____

10. _____

11. _____

12. _____

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Anticipated Date and Times: _____

Location of the Party: _____

Contact person on the block: _____

Please provide your name, phone number and address. Incomplete entries will not be counted.

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

21. _____

22. _____

23. _____

24. _____