



BENNETT R. LAWSON

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CITY COUNCIL CITY OF CHICAGO

COUNCIL CHAMBER
CITY HALL - 3RD FLOOR
121 N. LASALLE ST.
PHONE: 312-744-6845

COMMITTEE MEMBERSHIPS

Zoning, Landmarks & Buildings Standards
(Vice Chair)

Ethics & Government Oversight

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Pedestrian & Traffic Safety

Special Events, Cultural Affairs & Recreation

44th Ward Summer 2026 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. **Requests are filled on a first come first served basis.** **Jumping Jack availability will be filled on a first come first served basis once the portal opens.** Find more information here:

<https://www.chicago.gov/city/en/depts/dca/provdrs/marketsandneighborhoodprograms/svcs/svc1.html>

Block parties are typically **not** held when there are events at Wrigley Field (Cubs games, concerts, etc.) without prior approval. Exceptions will be on a case-by-case basis. Cubs schedule can be viewed at Cubs.com.

Enclosed you will find the following forms:

- Application for a permit to hold a block party
- Barricade Request
- Request for Chicago Fire Department presence (Fire truck for kids and guests to visit)
- Petition for first-time block parties (or blocks that have experienced frequent turnover)

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. 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). Permits will *not* be issued for more than one (1) day in succession or to close any street for a commercial purpose.

All paperwork must be submitted no later than 30 days prior to the event. Please return completed applications to my office located at 3223 N. Sheffield, Suite A 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 organizers flier cars on the block in advance of the party to keep neighbors informed.

If you have any questions or concerns, please contact Esme Borrero in my 44th Ward Office at 773-525-6034 or via email, Esmeralda.borrero@cityofchicago.org.

Sincerely,

Bennett Lawson
Alderman, 44th Ward

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.**

Rules Regarding Block Party Permits Requests

1. Block parties are public events; **permits will not be issued for personal/private events. No exceptions.**
2. Streets cannot be blocked prior to 8 am and must be reopened by 10 pm.
3. Block Party Permits will not be issued on any Federal Aid Urban Streets (i.e., arterial streets) or on a bus route.
4. Block Party Permits will not be issued for more than one (1) day in succession or to close any street for commercial purposes.
5. A block party permit will only be issued for a single block (intersection to intersection).
6. Access to any parking spaces controlled by meters or pay boxes must always be accessible.
7. The city does not provide street cleaning prior to the block party or after.
8. 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. Once approved, we will create a Block Party Packet containing two printed permits and 20 “No Parking – Block Party” signs for pick up at the office. 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.
- Designate multiple people to oversee entertainment/games/set-up/break down and trash pickup at the end of the evening.
- 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.



CALENDAR YEAR
2026

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: 44

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: _____ Email: _____

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: _____

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: \$75.00

Legs: \$55.00

I acknowledge and accept full responsibility of Alderman Bennett Lawson'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.



CHICAGO FIRE DEPARTMENT

Office of Special Events
3510 S. Michigan Ave., 2nd Floor.
Chicago, IL 60653

Email request to: Fire-specialevents@cityofchicago.org

ATTN: Coordinator of Special Events

I am requesting a C.F.D. Presence.

TYPE OF EVENT: _____

DATE: _____

TIME: _____

LOCATION: _____

CONTACT PERSON'S NAME: _____

CONTACT PERSON'S NUMBER: _____

*ALDERMANIC WARD: _____

*** 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 at least 14 days prior to the tour. Failure to do so may result in the inability to schedule the tour.*

PETITION TO HOLD A BLOCK PARTY

44th Ward

Dear Neighbors,

For the first time, or, due to a large amount of turnover on our block, residents 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. To show support for the party on our block, Alderman Bennett Lawson 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. _____

PETITION TO HOLD A BLOCK PARTY

44th Ward

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. To show support for the party on our block, Alderman Bennett Lawson 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.

13. _____

14. _____

15. _____

16. _____

17. _____

18. _____

19. _____

20. _____

21. _____

22. _____

23. _____

24. _____