



Neighborhood Block Party Guidelines

The Borough of Glen Rock is a community that has long supported the tradition of neighborhoods hosting annual block parties. For purposes of this document, a block party is defined as an outdoor public party hosted by the residents of a town block. (Although there may be one or two residents serving as coordinators, a party is considered a block party only when it is hosted by the residents of the block. It is important to keep this distinction in mind as a private party does not constitute a block party, even if all the residents of the block are invited.)

While planning a block party, please follow the guidelines below:

1. The residents of the block where the block party is planned to take place must secure written approval from the Borough to close a street to vehicular traffic by completing a Block Party Request Application Form and submitting it to the Borough Clerk. Block parties can only take place on municipal roadways, the closing of any county road is prohibited, though requests to close municipal arterials and/or collector streets may not be approved due to issues associated with traffic volume and/or circulation and access to fire hydrants.

The following municipal roadways are not eligible for block parties:

1. Boulevard
 2. Broad Street
 3. Cornwall Road
 4. Doremus Avenue between Rock Road and Ackerman Avenue
 5. Glen Avenue
 6. Main Street
 7. Radburn Road
 8. Rodney Street between Maple Avenue and Harristown Road
 9. Rutland Road
 10. In addition,, the Borough of Glen Rock cannot authorize the closure of any roadway or cross street which affects traffic flow in another town.
2. Generally, only one block may be approved for street closure, though unique circumstances and/or roadway configurations will be given special consideration.
 3. Block parties may be held between the hours of 10:00 a.m. and 10:00 p.m. on Saturdays or Sundays from May 1 through, and including, the weekend following Halloween as well as the following federal holidays Memorial Day, July 4th (observed), or Labor Day.

4. Generally, two block parties per year per block may be requested. Second block party date requested must be more than eight weeks after the previous approved block party.

5. When a request for a block party is approved, please remember that any applicable laws and town ordinances such as those with regard to amplified music, the leashing of dogs, fireworks prohibited, no markings in the street, and so on remain in effect. Bouncy houses, trampolines, and amusement rides of any kind are not permitted in the street. Residents choosing to allow attendees to use such devices on their private property accept all liability associated with these activities.
6. Please apply for a block party at least thirty days in advance.
7. Block party organizers are responsible to notify all residents on the block in question at the time the application is filed. Residents who may be opposed to the block party have the right to file an objection with the Borough Clerk.
8. Notice of streets to be closed for an upcoming block party will be included in the Borough weekly newsletter, as well as the Borough Website to ensure proper notice of residents.
9. In case of inclement weather or unforeseen circumstance, it is suggested that a “rain date” be included with your request.
10. A deposit of \$100.00 for the use of barricades in the form of a check made payable to the “Borough of Glen Rock” is required to be included with the completed application form that is submitted to the Borough Clerk. The deposit will be returned to the applicant via regular mail once the Department of Public Works confirms all the barricades used for the event are back in the possession of the Department of Public Works.
11. Barricades will be provided by the Borough of Glen Rock. Barricades will be delivered to one of the cross streets listed on the organizer’s application on the last business day prior to the block party and picked up the first business day after the block party. Organizers are responsible for the barricades between delivery and pick-up. Department of Public Works(473 Doremus Avenue – (201) 670-3980).
12. On the day of the block party, after the road has been successfully closed, the organizers are required to contact the Glen Rock Police on the non-emergency number (201)652-3800 to request a site check by an on-duty officer before the party begins. It is recommended you call 30 minutes in advance.
13. If alcohol will be present during the block party, please obtain an Alcohol Use Permit from the Borough Clerk.
14. Again, the Borough of Glen Rock supports the block party tradition and makes every effort to approve the residents’ request to host a block party. However, there may be certain conditions, circumstances, schedule conflicts, or locations that prevent approval from being granted.