

**Department of Engineering Services
Traffic Engineering Division
1201 Leopard St, Corpus Christi, TX 78401 ■ P.O. Box 9277, Corpus Christi, TX 78469
Ph#: 361-826-3545 ■ Fax: 361-826-3545**

**APPLICATION FOR PERMIT
TO CLOSE STREET FOR NEIGHBORHOOD EVENT**

1. NAME OF Person(s) Sponsoring the Neighborhood Event:

Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone#: _____ **Fax#:** _____

Email: _____

2. Neighborhood Event Address: _____

3. Date of Neighborhood Event: Start Date: _____ **End Date:** _____

4. Time of Event: Start: _____ **AM PM** **End:** _____ **AM PM**

5. Key Contact Individual: _____ **Phone#:** _____

6. Street(s) requested for Closure – DESCRIBE

7. Purpose of Event and Detailed Description of Activities Planned:

8. Services Requested by the City:

9. Attached a diagram illustrating in detail the location of booths, stages, restrooms, first-aid stations, etc., that will be included in the event.

10. **Enclose a check or money order for \$220.00 (\$120.00 permit fee and \$100.00 refundable deposit) to cover administrative costs and a deposit for borrowed signs and barricades, payable to the City of Corpus Christi (City Ordinance No. 027349, revised 7-31-12.**

11. **Sec 49-16 Issuance of permits; classification of events.**

Upon Review and recommendation of the application by the city, permits may be issued for the temporary closure of a street or streets in the following manner:

(a) *Neighborhood Event*: For neighborhood events at which no admission is charged and no items are sold and which require the closure of one (1) residential neighborhood street located between two (2) intersecting streets (one (1) block) for less than twelve (12) continuous hours, not requiring closure past 12:00 a.m., permits may be granted by the traffic engineer. Notice of the granting of such permits shall be provided to the city council. A permit application fee of one hundred twenty dollars (\$120.00) is required for such events.

(b) *Neighborhood Event*: require the participation of one hundred (100) percent of all persons residing along the street to be closed. neighborhood event permits require the use of traffic control devices. Based on availability, the city may provide applicants with traffic control devices for a refundable deposit of one hundred dollars (\$100.00). Applicants who fail to return to the city any traffic control devices or materials shall forfeit the amount deposited.

<http://www.municode.com/resources/gateway.asp?pid=12945&sid=43>

12. **All neighborhood events shall compile with City ordinance Chapter 31 NOISE***
<http://www.municode.com/resources/gateway.sasp?pid=13945&sid=43>

13. **Attach an official letter of transmittal requesting approval of the event within 14 working days of the event.**

14. **In consideration of obtaining a permit to close a City street for a public event, the applicant or sponsoring organization agrees to comply with the following applicable conditions:**

A. Admittance to said event shall be free;

B. All profits derived from the event shall be for charitable causes.

15. **When ever vendors, playground equipment, or games are place on the street, the applicant or sponsoring organization is responsible for maintaining an 11 foot wide emergency vehicle travel lane at all times.**

Signature

Date Submitted

INDEMNITY AGREEMENT

THE STATE OF TEXAS

KNOW ALL MEN BY THESE PRESENTS

COUNTY OF NUECES

WHEREAS, Section III of said standards, entitled Program and Permit Requirements, requires a contractor for a permit to close or block any part of a roadway to file a statement with the director of Engineering Services Traffic Engineering Division indemnifying in the city against all claims or causes of action by reason of or arising from the closing or blocking of the roadway pursuant to a permit issued by the City.

Now, therefore, in consideration for the issuance of a permit to the undersigned by the City of Corpus Christi, for the purpose of barricading, blocking or closing a street, alley or other public right-of-way in said City, said permit applicant agrees to indemnify and safe harmless and defended the City of Corpus Christi, its agents, and employees from any and all claims, lawsuits, demands, liabilities, losses, or expenses, including court costs and reasonable attorneys fees, for or on account of any injury to any person, or any death at time anytime resulting from such injury or any damages to any property which arise or may be alleged to have arisen directly or indirectly, as a result of the granting of this permit.

Witness my (our hand(s) this _____ date of _____ 20__

Permit Applicant Signature

Company/Organization Name

