

PARADE / STREET CLOSING GUIDELINES / RULES

The following information sets forth certain guidelines for the conduct of a parade or commercial street closing.

Parade and Events That Require Major Street Closing Rules:

- 1) Applications for a permit must be submitted to the City Clerk's office one month in advance of the event.
- 2) Candy should be handed out by walkers, not thrown from cars and/or floats. This is for the safety of the children.
- 3) If animals will be utilized in a parade, please arrange the line up so all animals are at or near the end of the parade.
- 4) Parade sponsors are responsible for the clean up of all animal waste or they can request the City to clean with street sweepers for a fee of \$300.00.
- 5) Barricades and cones will be delivered and returned by the Street Department. The barricades / cones will be delivered and assembled during regular work hours. They will be set in place before the parade and set aside after the parade by the Police Department. The Street Department will be responsible for the return of the barricades and/or cones.

Street Closings (Less Than Four (4) Blocks):

- 1) Street closings (less than four blocks) require a permit and one (1) week notice.
- 2) Barricades and cones will be delivered and returned by the Street Department. The barricades / cones will be delivered and assembled during regular work hours. They will be set in place and removed by the applicant before / after the event. The barricades / cones will be returned by the Street Department during regular work hours. If the street closing is a commercial event, a fee of \$40.00 per block will be charged.
- 3) If Police presence is required, the applicant must make arrangements with the Moorhead Police Department (299-5120) prior to issuance of a permit. Rates imposed will be determined at that time.

Residential Block Parties:

- 1) Applications for the conduct of a neighborhood block party require the submission of an application to the City Clerk's office (3rd Floor City Hall) one week in advance of the event. Delivery of barricades and/or cones will be made by the Moorhead Street Department. A call confirming said delivery will be made, if requested by the applicant. The call will confirm the delivery / pickup schedule of the barricades and will be made during regular business hours on the day prior to the block party. A fee of \$25.00 will be charged to cover the costs for the delivery /pickup of the barricades, which can be waived if barricades are picked up /returned by applicant to the Public Works Facility.
- 2) To ensure the safety of block party participants, no street designated as a 'Snow Emergency Route' (arterial streets) will be closed.

Fee Schedule:

	<u>Commercial</u>	<u>Noncommercial</u>
Parades	\$40.00 per Block	Waived
Street Closings	\$40.00 per Block	Waived
Block Parties	\$25.00 per Block	\$25.00 per Block