



CHICAGO DEPARTMENT OF TRANSPORTATION  
CITY OF CHICAGO

May 20, 2021

Dear Alderman,

This is to inform you of the good news that starting on June 6, the CDOT Permit Office will resume accepting Block Party applications for events scheduled for July 5 or later in the year. This decision has been made in close consultation with the Chicago Department of Public Health (CDPH) and based on guidance from the CDC.

We want to advise you that CDPH has informed us that they are continuing to closely monitor health metrics and the decision is subject to reversal or revision if the metrics show it is no longer safe to permit block parties.

As always, the application process should begin with contacting the Alderman's Office and block parties cannot extend for more than two blocks. After the application is reviewed and approved by the Alderman's office, Aldermanic staff will enter the request into the online permitting system for approval and release by CDOT.

We are also implementing the following protocols to ensure the health and safety of the public:

- Block party planners must notify neighbors and recommend vaccinations for all who attend. As before, applicants must provide evidence that a majority of the residents on the affected block(s) approve of the block party.
- While there are no capacity limits, residents applying for a block party permit must volunteer as a COVID Captain to help communicate safety protocols.
- The COVID Captain must sign a COVID-19 safety affirmation form with the permit application that attests they will:
  - recommend vaccinations for all who attend
  - communicate that unvaccinated individuals, including children not eligible for the vaccine, wear masks and maintain social distancing
  - ensure ready access to hand sanitizer throughout the block party
- No Jumping Jacks or Bouncy Houses will be permitted.

Further details about the process and any additional protocols will be shared prior to June 6.

Sincerely,

Gia Biagi  
Commissioner, Chicago Department of Transportation



**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 throughway 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 then 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).

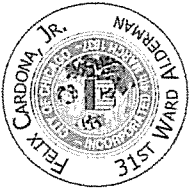
Street: \_\_\_\_\_ From: \_\_\_\_\_ To: \_\_\_\_\_

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.



# Alderman Felix Cardona, Jr. 31<sup>st</sup> Ward

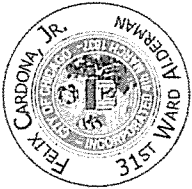
## Block Party Request Petition

We, the residents of the \_\_\_\_\_ block of \_\_\_\_\_, hereby request a temporary street closure on the aforementioned block. The block party will be held on \_\_\_\_/\_\_\_\_/\_\_\_\_ between the hours of 8am to 10pm. We, the undersigned understand, acknowledge, and agree the street aforementioned will be re-opened at 10pm and that all trash, debris, and block party items will be removed by the residents.

Residents Name/Nombre	Address/Domicillio	Telephone/Telefono	Signature/Firma
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**The 31<sup>st</sup> Ward requires 70% of households from the block to sign this petition for a street closure to be granted.**

I, \_\_\_\_\_, who reside at \_\_\_\_\_ in the 31<sup>st</sup> Ward, certify the above signatures are genuine and signed in my presence. I also certify that the rules and regulation of the temporary street closure have been addressed with those whom signed this petition.



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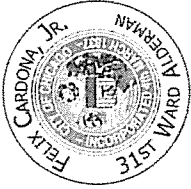
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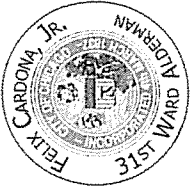
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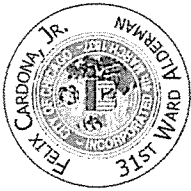
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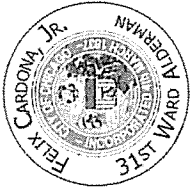
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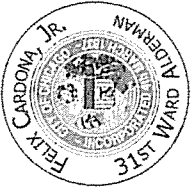
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## Request for Mounted Unit Attendance

Chicago Police Department  
Special Functions Group - Unit 141  
Attn: Assistant Deputy Superintendent  
3510 South Michigan Avenue- 4th floor  
Chicago, IL 60653

Fill this application out to request the Chicago Police Department Mounted Unit to be present at a special event. Their appearance will be subject to availability.

Event:

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Date of Event:

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Time of Event:

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Location:

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Contact Person:

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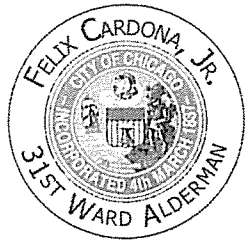
Address:

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Phone:

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Fax: 312.747.5395



## Block Party Canine Request

Alderman Felix Cardona, Jr.

31<sup>st</sup> Ward

Today's Date: \_\_\_\_\_

Chicago Police Department  
Attn: Canine Unit 153  
3340 W. Fillmore St.  
Chicago, IL 60624  
Fax: 312.746.7282

To Whom It May Concern:

This is to request a Chicago Police Department canine demonstration for the following:

Block party Location: \_\_\_\_\_

Date of block party: \_\_\_\_\_

From: \_\_\_\_\_ am/pm To: \_\_\_\_\_ am/pm

Contact name: \_\_\_\_\_

Contact number: \_\_\_\_\_

Contact email: \_\_\_\_\_



**CHICAGO FIRE DEPARTMENT**

Office of Special Events  
3510 S. Michigan Ave., 2<sup>nd</sup> Flr.  
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: \_\_\_\_\_

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 and failure to do so may result in the inability to secure a fire engine or truck.*