



## Town of Holly Springs, N.C.

### Street Use Permit Application for: **Neighborhood Block Party**

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To close your street for a block party, provide the following information *at least 14 days* before your event by sending a completed Street Use Permit Application for a Neighborhood Block Party to:

**By Mail:** Town Clerk's Office  
Town of Holly Springs  
P.O. Box 8  
Holly Springs, NC 27540

**Deliver In Person:** Front Desk  
Holly Springs Town Hall  
128 S. Main Street  
Holly Springs, NC 27540

**By Fax:** Attn: Town Clerk's Office  
(919) 552-0654

**By Email:** [linda.mckinney@hollyspringsnc.gov](mailto:linda.mckinney@hollyspringsnc.gov)

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Name of contact person for our group:

Address:

Home phone:

Work phone:

E-mail:

Time activities will begin and end: \_\_\_\_\_ to \_\_\_\_\_

Date of Party (allow 14 days to obtain the permit):

What type of activities are you planning for your Block Party?

Estimated number of people you expect to attend:

Street name and hundred block to be closed:

From: \_\_\_\_\_ (cross street)

To: \_\_\_\_\_ (cross street)

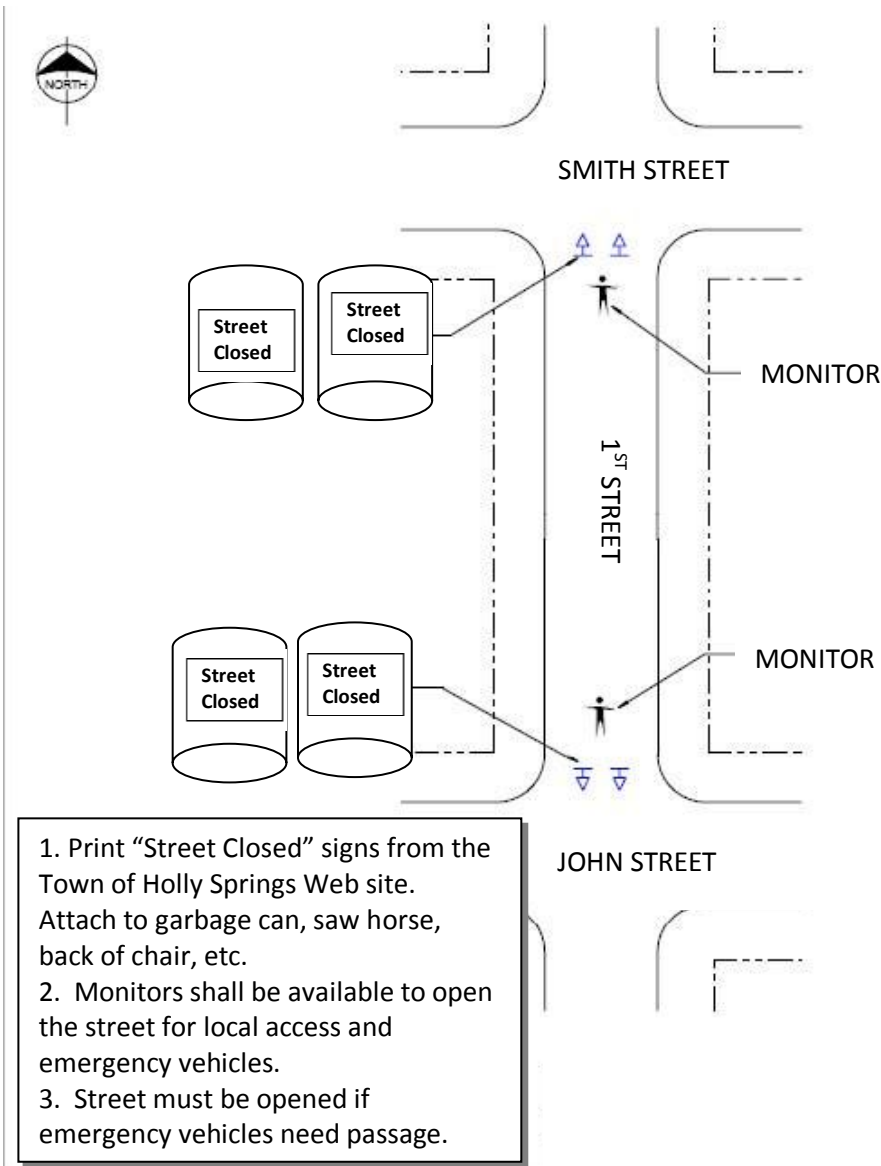
Subdivision, if applicable:

**Attach a hand-drawn or computer-printed map of your street with the proposed closure area depicted.**

**Rules:**

- ✧ Intersections CANNOT be closed
- ✧ No structures that cannot quickly be moved should be placed in the roadway (dunking booths, inflatables, etc. must be off the pavement.)
- ✧ Inflatables above a certain size will also require a Fire Prevention permit and inspections. Apply early if you intend to have these items.
- ✧ A monitor must be available at each end of the closed portion of street to remove barricades in case of emergency or local traffic, if needed. (Person must be available but does not need to stay in that position.)
- ✧ Residents may use trash cans with brightly-colored signs attached to barricade roadway.
- ✧ EVERY resident within the closed street area must sign the accompanying Neighborhood Block Party Acknowledgement.
- ✧ All other town ordinances, including noise regulations, must be observed.
- ✧ The Holly Springs Police Department may revoke any Neighborhood Block Party permit.
- ✧ Residents should clean the area of any litter before removing trash containers and reopening street.
- ✧ Storm drains lead to creeks, so no soap or oils should be used on the street surface.

**Below is an example of how to block off a street**



1. Print "Street Closed" signs from the Town of Holly Springs Web site. Attach to garbage can, saw horse, back of chair, etc.
2. Monitors shall be available to open the street for local access and emergency vehicles.
3. Street must be opened if emergency vehicles need passage.

