



Madison Heights Police Department

280 West Thirteen Mile Road
Madison Heights, Michigan 48071
248-585-2100 Fax 248-585-8090

BLOCK PARTY APPLICATION

HOW TO REQUEST A BLOCK PARTY AUTHORIZATION

1. This request form must be filled out by the Chairperson of the proposed Block Party.
2. Every household (each address) on the block where the event is proposed to take place must be accounted for on the attached BLOCK PARTY REQUEST form. The address list must start with the lowest address number and end with the highest address number. The completed address list must be in sequential order.
3. Block Party approval shall only be obtained if three-fourths (3/4ths) of the households on the block of the event mark "Agree" on the Block Party Request Form. If an Adult Homeowner/Tenant marks "Disagree" on the Block Party Request Form or fails, refuses or neglects to fill out the Block Party Request Form, that household will be considered as not agreeing with the event.
4. Streets cannot be barricaded in excess of five (5) hours.

Contact Department of Public Services for barricades at 248-589-2294.

5. The completed "Block Party Request Form" must be submitted to the Madison Heights Police Department at least fifteen (15) working days prior to the requested block party date.
6. It is required that the Chairperson makes copies of the "Block Party Rules and Guidelines" and distributes one (1) set to each household. The Chairperson of the event must be an adult homeowner/tenant residing in or occupying a house as a principal homeowner/tenant in the block where the party is to be held and **must provide the City with a copy of his/her personal liability insurance (homeowner's/tenant's insurance).**
7. The Madison Heights Police Department may use its discretion to partially block off the street upon which the event is to be held in order to provide for ingress and egress, if necessary.

BLOCK PARTY REQUEST FORM (Please print or Type in BLACK ink)

CHAIRPERSON'S INFORMATION:

FULL NAME: _____
(First) (Middle) (Last)

ADDRESS: _____ PHONES: () ()
(Home) (Cell)

EMAIL ADDRESS _____

MICHIGAN DRIVER'S LICENSE # OR STATE ID # _____

On behalf of the attached persons, I am requesting permission to hold a Block Party and to barricade certain intersections.

This event will be held on ____ / ____ /20 ____ from ____ am/pm to ____ am/pm.

The streets will be barricaded from ____ am/pm to ____ am/pm. (not to exceed five (5) hours)

It is estimated that approximately ____ persons will be attending the event. Alcoholic beverages will/will not be available (Please review the attached Dram Shop Act)

We would be closing _____ at _____ and at _____
(Street) (Street) (Street)

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SIGNATURE OF CHAIRPERSON:

DATE:



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BLOCK PARTY RULES AND GUIDELINES

1. The "Chairperson" of the event must be an Adult Homeowner/Tenant residing or occupying a house as a principle Homeowner/Tenant on the block where the party is being held.
2. The term "Adult Homeowner/Tenant" shall mean a person twenty-one (21) years of age or older.
3. The term "Household" shall mean a house on the block where the event is being held.
4. The term "Sponsoring Host/Hostess" shall mean those households that agree to the event by marking an "X" on the Block Party Request Form.
5. The **Chairperson** of the event **MUST** provide the City with a copy of their **HOMEOWNER'S INSURANCE**.
6. Block Party approval shall only be obtained if the Chairperson of the proposed event personally contacts every Adult Homeowner/Tenant on the block where the party is being held and has them add their name, address, phone number and place an "X" in the agree/disagree of the attached "Block Party Request Form".
7. Block Party approval shall only be obtained if three-fourths (3/4ths) of the households on the block of the event mark "Agree" on the Block Party Request Form. If an Adult Homeowner/Tenant marks "Disagree" on the Block Party Request Form or fails, refuses or neglects to fill out the Block Party Request Form, that household will be considered as disagreeing with the event.
8. Only the agreeing households shall be considered Sponsoring Hosts/Hostesses.
9. When an Adult Homeowner/Tenant agrees to the event, it **BINDS** all other Adult Homeowners/Tenants residing or occupying the same household to the Block Party Rules and Guidelines and all shall be considered Sponsor Hosts/Hostesses.
10. It is strongly suggested that the Block Party attendance be restricted to the residents of the block and to not be "advertised". This could result in unwanted persons "crashing" the party and creating crowds too large for the Chairperson and Hosts/Hostesses to control.
11. Sponsoring Hosts/Hostesses share in the responsibility of controlling party guests, including but not limited to noise and the consumption of alcohol. Those disagreeing with the event will **NOT** be responsible for the control of guests. The Police Department is available to assist with the control of party guests where physical confrontations are anticipated.
12. The Chairperson is responsible for prompt obedience to all requests from the Madison Heights Police Department.

13. The Chairperson agrees to have their phone attended to at all times for calls from the Madison Heights Police Department. In the event of a complaint and/or problem, the Chairperson will be contacted either by phone or in person, by the Madison Heights Police and will be advised to make corrections necessary to resolve the complaint and/or problem.
14. All Madison Heights Ordinances must be complied with at all times. Including but limited to Ordinance number 4-203, section 17-41 & 17-45 which prohibits the making of any loud noises and/or music that would disturb the peace of the public.
15. THE POSSESSION OR CONSUMPTION OF ALCOHOL BY ANYONE UNDER TWENTY-ONE (21) YEARS OF AGE IS STRICTLY PROHIBITED. Each agreeing household, Sponsoring Host/Hostess and Chairperson is subject to a violation where a minor is found in possession of or consuming alcohol on their property. For law enforcement purposes, the Chairperson accepts primary responsibility for such behavior in the “public right-of-way”, however, each agreeing household shares in the “civil liability” under the Michigan DRAM Law, which holds Sponsoring Hosts/Hostesses responsible for injuries or damages caused by a minor who has become intoxicated while attending such events.
16. THE UNLAWFUL USE OF ANY “CONTROLLED SUBSTANCE” IS STRICTLY PROHIBITED. Anyone using an unlawful “controlled substance” shall be immediately arrested.
17. Violations of rule #13 & #14 shall result in immediate termination of the event and all sanctions/permissions granted will be immediately revoked. Each Adult Homeowner/Tenant of each household that are in violation rules #13 & #14 may be subjected to a written citation and/or arrest.
18. The Chairperson shall notify all households on the block at least five (5) days prior to the event, including those who disagreed, as to when and where the event will take place and where the barricades will be placed.
19. All barricades must be identified as “Block Party”.
20. Street closings will not exceed five (5) hours and will be opened no later than 11:00 pm.
21. Barricades will be attended to at all times and will be immediately removed to provide access to Police, Fire and Emergency Vehicles.
22. All households, including those who disagreed with the event, shall honor the placement of the barricades as to make the street inaccessible to vehicles during the event. The Madison Heights Police Department may use its discretion to partially block off the street upon which the event is to be held in order to provide for ingress and egress when necessary.

It is not the intention of the Madison Heights Police Department or the City of Madison Heights to restrict households from holding Block Parties, but to make households aware of their responsibilities, any potential liabilities and to allow informed decisions in regards to hosting Block Parties.



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BLOCK PARTY REQUEST

I, as an individual resident, have read the Rules & Guidelines for holding a "Block Party and have been made aware that Mr./Mrs./Ms. _____ is the chairperson for this event. I agree/disagree of the event as indicated below.

ADDRESS	NAME	PHONE	AGREE	DISAGREE

APPROVED

DENIED

CHIEF/DEPUTY CHIEF OF POLICE

DATE



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BRENT S. LEMERISE
Chief of Police

JORDAN M. RIECK
Deputy Chief of Police

Dear Host/Hostess:

On your behalf, I have consulted with Madison Heights Attorney regarding your potential civil liability for money damages as pertaining to serving alcoholic beverages at a "social event" such as graduation parties, block parties and open house parties. What I have learned has caused me concern for you.

Under the "Dram Shop Act", a host/hostess can be held liable for injuries or death to a minor who was served alcoholic beverages at a "social event". Should the minor injure or kill someone, this third part, or "their survivors", could also sue the host/hostess. The current leading case is "Longstreth v Gensel" (1985), in which a nineteen (19) year old male was served alcoholic beverages at a wedding and was killed in an automobile mishap, the host and hostess loss the case.

The City Attorney further advises there are many different theories of law where social hosts serving alcohol are potentially civilly liable for money damages. For this reason, the City Attorney advises you to consult with your attorney prior to holding your social event. We concur with this advice.

Have a happy time at your planned event and protect yourself from problems. Persons under twenty-one (21) years of age must not be served alcoholic beverages at your event. And an intoxicated person should never be allowed to drive.

Having "designated drivers" available to drive guests home is always a wise decision. Previous hosts/hostesses have found it practical for guests to turn in their car key upon arrival and return them as "sober" guest leave. Intoxicated guests would be driven home or they would stay overnight. What solutions do you have to offer?

With your best interests in mind,

A handwritten signature in dark ink, appearing to read "Brent S. LeMerise".

Brent S. LeMerise
Chief of Police
City of Madison Heights