



Village of Oak Lawn
 9446 S. Raymond Avenue
 Oak Lawn, Illinois 60453-2449
 TEL: 708/636-4400
 FAX: 708/499-7823

APPLICATION FOR STREET CLOSING FOR PRIVATE EVENTS

Only local streets and selected collector streets as approved by the Village may be closed for private events. In no case shall any arterial street closing be approved.

To request a police vehicle at your event, please call 708/499-7724 as soon as possible, as limited attendance may be available for some vehicles.

To request a fire vehicle at your event, please call 708/499-7700 as soon as possible, or complete the attached form as limited attendance may be available for some vehicles.

Street to be closed _____ Trustee Dist. # _____

Between _____ and _____
(Street name) (Street name)

Date of Street closing _____ Rain date _____

Between the hours of _____ and _____ (NO LATER THAN 11:30 PM)

Purpose of street closing _____

Number of barricades _____ delivered to and picked up at _____
(Address)

Barricades will be delivered on the day before the event or on the Friday prior, if on a Saturday or Sunday. Barricades will be picked up on the Monday following the event.

The following representative certifies that the following requirements have been met and will serve as the contact person for the street closing:

1. All block residents have been notified of the street closure.
2. A minimum of 2/3 (67%) addresses on the block residents agree that access to their street will be restricted, as verified by signatures and addresses from each of those residents on the reverse side of this form.
3. Contact person is responsible to erect barricades provided by the Village at each end of the street closing to prohibit traffic from entering the designated street closing.
4. All who participate in the street closing have been informed that consumption of alcoholic beverages within the Village right-of-way is strictly prohibited.

Name: _____ Phone: _____
(Please print)

Signature _____

Return completed application to Engineering, Planning and Development Department, 9446 S. Raymond Avenue, Lower Level.
 For questions, please call 708/499-7711

For office use only:
 Application Approved _____ by _____
(date) (Name & Title)

Deliver barricades on: _____ Pick up barricades on: _____

Revised 07/29/2022

CC: District Trustee
 Street Department

Fire Department
 Contact Person requesting street closure

Police Department

The undersigned residents of the street to be closed are aware of and are in agreement with the street closure described on the previous page:

Name

(Please print)

Address

(Please print)

Signature

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RULES FOR GOVERNING STREET CLOSING FOR PRIVATE EVENTS
in the Village of Oak Lawn

Please return your request as early as possible. All requests MUST be returned at least two (2) full weeks in advance of the event.

1. Only local streets and selected collector streets as approved by the Village may be closed for private events.
2. In no case shall any arterial street closing be approved for private events
3. No intersection may be closed unless an oncoming vehicle can exit the area without turning around.
4. Applicants agree that any public property damaged as a result of the activities taking place while the street is closed will be replaced or restored.
5. No Street may be closed without an approved permit. This form serves as the approved permit.
6. All block residents must be notified of the street closing, and a minimum of 2/3 of those residents must agree that access to their street will be restricted throughout the street closure.
7. The Village will periodically review streets where closings are prohibited. Changes will be made as deemed appropriate.
8. Consumption of alcoholic beverages within the Village right-of-way is strictly prohibited.
9. The Police Chief or his representative is authorized to revoke instantly the permit for any street closing in the event he determines that the actions or conduct of the group have violated any of the terms and provisions stated herein or other applicable laws and ordinances, or in the event it is determined by the Chief or his representative that such actions have resulted in interference with the flow of vehicular or pedestrian traffic on streets not covered by the permit.
10. The Village does not guarantee that streets are safe for pedestrian activities, and will not be responsible for injuries to people playing in closed streets.



REQUESTING FIRE DEPARTMENT TO ATTEND BLOCK PARTY

1. Date of block party: _____
2. Location of block party: _____
3. Time requested: _____
4. Contact name: _____
5. Contact phone number: _____
6. Contact email address: _____
7. Additional information: _____

Email to: icomiskey@oaklawn-il.gov

Mail to: Oak Lawn Fire Department
6451 W. 93rd Place
Oak Lawn, IL 60453

***All Block Party Requests must be received at least 30 days prior to requested date to ensure Fire Department participation. All efforts will be made to arrive at the time requested.**

For office use only: Date request received: _____ Approval date: _____ Approved by: _____
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