



## Block Party Information

**Important Information:** Location must be pre-approved by Traffic Engineering Division. Pre-approval will insure that time is not wasted in an effort to obtain signatures at a location that may be unsuitable for closure.

1. Determine street to be closed. Low volume streets within the subdivision are preferred. No collectors, or streets serving as main or only access into a subdivision will be considered. Street must be closed for one complete block. This serves several purposes. It makes it easier to identify location for Police and Fire Departments, and keeps drivers from wandering into the area and then finding it difficult to turn around in the street.
2. **All** residents on the block to be closed must sign the block party petition. You must contact the Traffic Engineering Division to obtain a copy of the petition. If a residence is vacant, it should be noted next to the address in question on the petition.
3. The block party petition for a **pre-approved** location must be returned to the Traffic Engineering Division Office no later than two (2) weeks prior to the date of the proposed block party. Locations **without pre-approval** can be submitted, but must meet approval and all pre-requisites prior to the two week deadline. If not met, the block party will need to be postponed to such time as requirements are met.
4. Barricades will be delivered on the last work day prior to the scheduled party. If a party is scheduled for Saturday or Sunday, barricades will be delivered on Friday. Barricades will be picked up on the next regular work day after the party, if possible. If you have special instructions regarding where the barricades are to be left, make a notation on the block party petition to that effect.
5. No block party permits can be extended for later than 10:00 PM. If a party is planned to extend later than 10:00 PM, it must be moved to a point other than the street, and barricades must be removed at that time.
6. When the petition is completed, you may mail it to Traffic Engineering Division, P.O. Box 850137, Mesquite, TX 75185-0137, deliver it to the same office at 1515 N. Galloway, or email it to [mzdansky@cityofmesquite.com](mailto:mzdansky@cityofmesquite.com).
7. **For pre-approval of location or more information, you may contact the Traffic Engineering Division at (972) 216-6955.**