



Community Development Department

2100 Thousand Oaks Boulevard • Thousand Oaks, CA 91362
Planning Division • Phone 805/449.2323 • Fax 805/449.2350 • www.toaks.org
Building Division • Phone 805/449.2500 • Fax 805/449.2575 • www.toaks.org

BLOCK PARTY PERMIT APPLICATION AND INSTRUCTIONS

THE FOLLOWING DOCUMENTS MUST ACCOMPANY THIS APPLICATION UPON INITIAL SUBMITTAL. PLEASE ALLOW TEN BUSINESS DAYS FOR PROCESSING.

1. Filing fee \$40
2. Application
3. Plot plan
 - A. Area of street closure with barricade plan (Applicant to provide temporary barricades at their own expense).
 - B. Adjacent cross streets
 - C. Location of entertainment, structures, games, booths, etc. (must maintain twenty (20) foot clearance for fire department access).
 - D. Access for affected homeowner/tenants not approving of permit
4. Permission list signed by all affected homeowners/tenants. If permission cannot be obtained from a homeowner/tenant note on plot plan and allow for access of the resident and/or guests of the resident.

*****Block parties shall be limited primarily to residents of the block party street and adjacent street residents.*****

FOR ASSISTANCE AND INFORMATION REGARDING BLOCK PARTY PERMITS, PLEASE CALL THE COMMUNITY DEVELOPMENT DEPARTMENT, CODE COMPLIANCE DIVISION AT (805) 449-2300.

**CITY OF THOUSAND OAKS
COMMUNITY DEVELOPMENT DEPARTMENT
BLOCK PARTY PERMIT APPLICATION**

Location of block party: _____

Name of applicant: _____ Date: _____

Address: _____ Phone: _____

Name of additional committee member: _____ Phone: _____

Date of event: _____ Between _____ a.m./p.m through _____ a.m./p.m

Approximate number of attendees: _____

Total number of households affected: _____

Total number approving: _____ Total number not approving: _____

Will persons from outside the neighborhood be attending: Yes No
If yes, estimated number: _____

Note: Block party is limited to primarily neighborhood residents.

Type of entertainment, if any (please specify live entertainment, amplified music, etc.):

Will alcohol be served: Yes No

FOR STAFF USE ONLY

- Approved (Conditions Attached) Permit Number: _____
 Declined, Reason(s) _____
 Community Development Signature: _____ Date: _____

