

# Application for Use Public Right of Way for Community Events

City of Marquette  
Engineering Department  
1100 Wright Street  
Marquette, MI 49855  
906-228-0440  
kwessels@marquettemi.gov



Event Name:

Date of Application\*:

**\* Please allow 4 weeks to  
process and approve  
community event permits**

Date(s) and Time(s) of Event:

Applicant Information:

<b>Application Contact Name:</b>	<b>Phone Number:</b>	<b>Mailing Address:</b>
<b>Organization:</b>	<b>Email:</b>	

**Community Event Permit Fee:** All events will be billed on a time and material basis for city services required. If requested, an estimate can be provided with your permit, however you will be billed based on actual services utilized.

**Block Part Permit Fee:** Block party permits require a \$300 permit fee to cover the cost barricade rental and delivery. Block party permits will only be approved for single block closures of residential local streets.

**Insurance:** Insurance coverage is required for all Community Events, Special Events and Temporary Events conducted within the public right of way in which the event or activity will block, interfere with, or impede traffic flow on any city street or sidewalk. This includes block parties.

Will your event:	Yes	No
Block, interfere with, or impede traffic flow on any street or sidewalk? <i>If yes, insurance will be required.</i>		
Require the closure of a street? <i>Please note on page 2 if you are requesting the city provide the closure.</i>		
Require a police escort or crossing at a controlled intersection? <i>Race crossings at signalized intersections require a police officer.</i>		
Be occurring partially within a city park? <i>If yes, please contact parks and recreation at 906-228-0460 for a permit.</i>		

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### Event Description:

*Please provide as much detail as possible to ensure efficient processing. If your event involves a street closure within the DDA district you may request an extension or closure of the social district. If you are requesting either of these please note this below. Attach additional information including maps as needed.*