



GUIDELINES & REQUIREMENTS

www.fallshchurchva.gov/PlayStreets

A Play Street closes a neighborhood street to traffic so that kids and adults can have more space for play and physical activity. The following guidelines and requirements have been established to help protect the City's infrastructure and promote safety for residents:

1. Play Streets may occur April 1 – October 31. A new application is required each year for recurring events.
2. Applications must be received at least 10 business days in advance of the event.
3. A maximum amount of 5 special events which will require a road closure (e.g. Block Parties, Play Streets, etc.) may occur on a single day in the City.
4. A maximum period of 4 hours will be allowed for any Play Street.
5. Play Streets may not begin before 1 PM or occur between 5 PM and 6 PM on weekdays. On holidays and weekends, Play Streets may not begin before 10 AM.
6. No Play Streets activities may extend past 8 PM on any day.
7. Eligible Play Streets can be found on the City of Falls Church website and generally meet the following requirements:
 - Adjacent to residential or school land use
 - Local street wholly within City limits
 - 1 block, maximum 750' length
 - Does not intersect with Principal Arterials* (Broad St or Washington St)
 - Alternate parallel routes are available*

**Unless the roadway is a cul-de-sac*
8. The applicant and another adult shall serve as Play Streets Sponsors, who are responsible for notifying all residents of their block. Sponsors must also obtain verbal or written approval of the event from at least 2/3 of all households before submitting an application to the City.
9. An adult must attend the barricaded section at each end of the road closure at all times and be prepared and able to move the barricades during an emergency. An attended vehicle may also be located at each end of the road closure, but must be moved during an emergency.
10. Sponsors will be responsible for scheduling, accommodating and compensating any featured guests (e.g., athletic activity leaders, face painters, etc.).
11. Sponsors must obtain all applicable permits for activities on private and public property.
12. Play Streets activities and participants shall adhere to Noise Ordinance restrictions.
13. Event participants must promptly remove trash, recycling and play materials from City right-of-way at the conclusion of the event.
14. A clearance of 15' on either side of fire hydrants along the street and a 3' clear radius around all fire hydrants is required.
15. For emergency access, a minimum width of 20' within the roadway must be kept clear of tables, stages or other equipment.
16. Vending activity, open flames, bounce houses, trampolines, and open containers of alcohol are not allowed within the public right of way.
17. Failure to comply with these terms or hosting a Play Street event without an approved application shall be subject to ticketing, fines and/or forfeiture of eligibility for future events.
18. Event participants shall hold harmless the City of Falls Church should any incident, including those which may result in severe or fatal injury, occur on a Play Street.
19. The City of Falls Church reserves the right to reject any application or cancel any Play Streets event due to safety concerns.



Permit Application

PERMIT No. _____

INSTRUCTIONS

Please submit the completed application to:

Department of Development Services—Counter
 300 Park Avenue, Suite 300W
 Falls Church, VA 22046
 Phone: 703-248-5080 (TTY 711) Fax: 703-248-5214
 E-Mail: permits@fallschurchva.gov

You may submit the application in person, by mail, by fax or by e-mail. Your application must be received at least **10 business days** prior to the event. Your notification will be emailed as a PDF, or you may provide a self-addressed, stamped envelope for it to be mailed.

Phone **E-mail** **USPS mail**
 Preferred method of contact when permit is ready

PLAY STREETS SPONSOR 1

PLAY STREETS SPONSOR 2

Name			Name		
Street Address (barricades and banner will be delivered here)			Street Address		
City	State	Zip Code	City	State	Zip Code
Daytime Phone	Evening Phone		Daytime Phone	Evening Phone	
E-Mail Address			E-Mail Address		

EVENT INFORMATION

Event Date:	Start Time:	End Time:	Frequency of Event: <input type="checkbox"/> Once <input type="checkbox"/> Recurring
Street To Be Closed:			The <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd <input type="checkbox"/> 4 th _____ <small>day of week</small>
Cul-de-Sac? <input type="checkbox"/> Yes <input type="checkbox"/> No			Every <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 months
Limits From:	To:		

List Proposed Featured Guests:

APPLICANT CERTIFICATION

I hereby certify that I have read, understood and agree to adhere to the Play Streets Guidelines and Requirements and that the information provided in this application is true and correct to the best of my knowledge.

 Signature of Applicant

 Print Name of Applicant

 Date

 The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. This document will be made available in alternate format upon request. Call 703-248-5080 (TTY 711).

OFFICIAL USE ONLY

_____ <i>Engineer, Department of Public Works</i>	_____ <i>Date</i>	<input type="checkbox"/> Approved <input type="checkbox"/> Approved with Modifications in MUNIS <input type="checkbox"/> Rejected	Comments:
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