


ORDINANCE 26-1581


An Ordinance to Amend Chapter 4, General Licensing and Business Regulations of the Revised General Ordinances of the Borough of Milltown to Add Section 11, Block Parties.

ROLL CALL VOTE	Motion	Second	Aye	Nay	Abstain	Absent
Council President Zambrana	X		X			
Councilman Manco			X			
Councilwoman Miller			X			
Councilwoman Payne			X			
Councilman Posnansky		X	X			
Councilman Potter			X			
Mayor Murray (tie-breaker)						
Introduction Date	January 28, 2026					
Publication Date	January 29, 2026					



 Gretchen McCarthy, Municipal Clerk

ROLL CALL VOTE	Motion	Second	Aye	Nay	Abstain	Absent
Council President Zambrana	X		X			
Councilman Manco			X			
Councilwoman Miller			X			
Councilwoman Payne			X			
Councilman Posnansky			X			
Councilman Potter		X	X			
Mayor Murray (tie-breaker)			X			
Adoption Date	February 9, 2026					
Publication Date	February 10, 2026					



 Gretchen McCarthy, Municipal Clerk

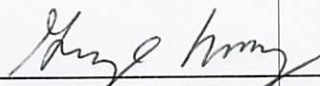
Approved by the Mayor on this date:

2/10/2026

Attest:



 Gretchen McCarthy, Municipal Clerk



 George Murray, Mayor



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AN ORDINANCE TO AMEND CHAPTER 4, GENERAL LICENSING AND BUSINESS REGULATIONS OF THE REVISED GENERAL ORDINANCES OF THE BOROUGH OF MILLTOWN TO ADD SECTION 11, BLOCK PARTIES.

BE IT ORDAINED by the Borough of Milltown of the County of Middlesex and State of New Jersey that the Revised General Ordinances of the Borough of Milltown be amended to add the following:

Section 1. Chapter 4, General Licensing and Business Regulations, of the Revised General Ordinances of the Borough of Milltown, Section 11, Block Parties, is hereby added as follows:

§4-11. Block Parties.

§4-11.1. Definitions. As used in this Section:

BLOCK PARTY

Shall mean a neighborhood celebration, gathering or organized party of individuals who reside on the portion of a public street, sidewalk and/or right-of-way sought to be closed to through traffic for a predetermined period of time during which said celebration, gathering or organized party will be conducted.

BLOCK PARTY PERMIT

Shall mean a written document issued by the Borough authorizing an individual or individuals to conduct a Block Party within the Borough.

BLOCK PARTY PERMITTEE

Shall mean any person or persons issued a Block Party Permit pursuant to this Section.

§4-11.2. Permit Required. No person or persons shall use any public street, sidewalk and/or right-of-way for a Block Party in the Borough without first obtaining a Block Party Permit.

§4-11.3. Application for Permit to Conduct Block Party.

- a. An applicant or applicants seeking issuance of a Block Party Permit shall file an application with the Borough Clerk, together with a non-refundable application fee of \$25.00 dollars at least thirty (30) days prior to date on which the Block Party will be conducted.
- b. All applicants seeking issuance of a Block Party Permit must reside within the affected area in which the Block Party will be conducted.



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- c. The application for a Block Party Permit shall include an agreement and signature page that confirms that one representative of all affected dwelling units within the area in which the Block Party will be conducted (a) consent to the proposed block party, (b) consent to the proposed street closure and (c) acknowledge that all residents and their invitees attending the Block Party shall adhere to all applicable laws, regulations and ordinances; including, but not limited to, noise ordinances.
- d. Block Parties will only be permitted on Saturdays, Sundays, and Holidays on which the Borough offices are closed.

§4-11.4. Standards for Issuance of Block Party Permit.

- a. Approval by Chief of Police. The Borough Clerk shall notify the Chief of Police that an application for a Block Party has been filed and request that the proposed area be inspected using the following criteria:
 - i. The conduct and location of the Block Party will not substantially interrupt or impede the safe and orderly movement of traffic through the Borough.
 - ii. The conduct of the Block Party will not be likely to result in damage to persons or property; nor will it cause serious harm to the public.
 - iii. The conduct of the Block Party will not interfere with the movement of emergency vehicles or equipment to such an extent that adequate emergency services cannot be provided by the Borough.
 - iv. Block Parties shall be authorized only upon Borough-owned streets and shall not be authorized upon any street which is owned or under the jurisdiction of Middlesex County or the State of New Jersey.
 - v. The portion of the public street to be closed is intersected by no more than two other streets.
 - vi. One (1) representative of ALL dwelling units within the area in which the Block Party will be conducted have consented to the street closure and have signed the application.
 - vii. Such other concerns deemed necessary in order to properly provide for traffic control, street and property maintenance and the protection of public health, safety and/or welfare.



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If the Chief of Police determines that the criteria above have been satisfied, the Chief or the Chief's designee shall sign the application, indicating whether said application is approved and any special conditions required for the conducting of the Block Party.

- b. Closing of Public Street, Sidewalk and/or Right-of-Way. The closing of a public street, sidewalk and/or right-of-way for a Block Party shall be subject to the following requirements:
- i. No vehicles will be permitted to move within the area in which the Block Party will be conducted during the times of the Block Party, unless directed by a ground guide outside of the vehicle.
 - ii. Barricades are to be erected at both ends of the street used by the Block Party. Vehicles may not be used to block the street used by the Block Party.
 - iii. Barricades will be provided by the Milltown Police Department and must be picked up by the Block Party Permittee at the police department and returned on the following day after the party. A \$200.00-dollar refundable check deposit will be required to receive the barricades.
 - iv. Block Party Permittees must keep a path large enough for emergency vehicles through the designated public street in which a Block Party will be conducted to ensure the passage of emergency vehicles if necessary.
 - v. Any public street, sidewalk and/or right-of-way closed for a Block Party must be reopened by 9:00 pm or dusk; whichever comes first.
 - vi. The total time the street can remain closed for a Block Party is eight (8) hours.
 - vii. Block Party Permittees shall be responsible for the cleanup and restoration of the public street, sidewalk and/or right-of-way immediately following the conclusion of the Block Party; including, but not limited to: (a) the public street, sidewalk and/or right-of-way being cleared of all persons, personal items, debris and (b) the public street, sidewalk and/or right-of-way being re-opened to traffic with barricades moved.
 - viii. No open flames are permitted on any Borough public street, sidewalk and/or right-of-way closed for a Block Party; all firepits and barbeques must remain on private property.



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c. **Liability and Indemnity.**

- i. Granting permission by the Borough to hold a Block Party is in no way an acceptance of liability on the part of the Borough for any injuries or damages to persons or property that might occur as a result of the Block Party. All Block Party Permittees must assume full responsibility for same any injuries or damages to persons or property that might occur as a result of the Block Party; and agree to indemnify, defend and hold the Borough harmless from any such claims.

d. **Additional Block Party Requirements.** All requests for Block Parties and Block Party Permits issued by the Borough Clerk shall be subject to the following additional requirements:

- i. No more than one (1) Block Party Permit for the same street may be issued in one calendar year.
- ii. No Block Party Permit shall be issued if a previously issued permit was revoked by the Borough due to violation of any local ordinances, laws or regulations within the previous five (5) years.
- iii. Amusement games/rides must be set up on the opposite side of the street on which the fire hydrant is located; and must be flush against the curb.
- iv. Any food truck or food vendor selling, providing or distributing any type of food, even prepackaged, during a Block Party must apply for a temporary food permit with the Borough Clerk at least twenty (20) days prior to the Block Party.
- v. Any outside vendors participating in and/or providing services in connection with a Block Party (including, but not limited to: food trucks, food vendors, craft vendors, bounce houses, dunk tank, face painting, etc.) must provide a Certificate of Insurance naming Milltown Borough as additional insured; providing general liability, bodily injury and property damage coverage with minimum limits of liability not less than \$1,000,000.

§4-11.5. Issuance or Denial of Block Party Permit.

- a. If all of the requirements of this Section for the issuance of a Block Party Permit have been met satisfactorily, the Borough Clerk shall issue a Block Party Permit, subject to any conditions determined by the Chief of Police (or the Chief's designee) reasonably calculated to reduce or minimize the dangers and hazards to vehicular or pedestrian traffic and the public health safety and/or welfare, including but not limited to: changes in the time, duration or number of participants. Upon issuance of a Block Party Permit, the Borough Clerk shall forward a copy



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of said permit to the Borough Administrator, the Chief of Police and the Director of the Department of Public Works.

- b. If one or more of the requirements of this Section for the issuance of a Block Party Permit have not been met, the Borough Clerk shall deny the Block Party Permit.

§4-11.6. Duties of Block Party Permittee. In addition to any other duties of the Block Party Permittee which are a condition of a Block Party Permittees and any other obligations of the Block Party Permittee under this Section, all Block Party Permittees shall:

- i. Comply with all applicable laws and ordinances.
- ii. Be responsible for the removal of all persons, personal items, debris from the public street, sidewalk and/or right-of-way which is the subject of the Block Party Permit.
- iii. Maintain a copy of the Block Party Permit upon his or her person during the conducting of the Block Party.
- iv. Assure that any outside vendors participating in and/or providing services in connection with a Block Party are properly licensed as required under any other ordinance or law.

§4-11.7. Revocation of Block Party Permit. The Borough shall have the authority to revoke a Block Party Permit issued pursuant to this Section upon the violation of any of the standards for issuance set forth in this Section or in the event of circumstances endangering the public health, safety and/or welfare.

Section 2. Each clause, section or subsection of this Ordinance shall be deemed a separate provision to the intent that if any such clause, section or subsection should be declared invalid, the remainder of the Ordinance shall not be affected.

Section 3. All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed as to the extent of such inconsistency.

Section 4. This Ordinance shall take effect immediately upon adoption and publication according to law.