



PARADE / RECREATIONAL STREET USE PERMIT FREQUENTLY ASKED QUESTIONS

City of North Richland Hills
City Secretary's Office
4301 City Point Drive
N. Richland Hills, TX 76180

Office: (817) 427-6060
Fax: (817) 427-6016

What is the difference between a parade and a recreational street use?

A parade is any march or procession consisting of people, animals or vehicles, or a combination thereof, on any public street or alley, that does not comply with the normal or usual traffic controls. A recreational street use is the use of a public street or alley for purposes that would involve closing a portion of a street including, but not limited to: block parties, festivals, and similar recreational event, which do not comply with normal or usual traffic controls.

What is the difference between a large parade and a small parade?

A large parade involves more than 25 motorized vehicles, non-motorized vehicles, or floats. A small parade "neighborhood parade" will include no more than 25 vehicles or floats and/or is limited to pedestrians marching or proceeding along a public street.

When can I have my parade?

Parades shall not be held during the hours of 7:00 am to 9:00 am, or 4:00 pm to 7:00 pm on weekdays. All other times and dates will be reviewed for conflicts with previously scheduled events.

Where can I have my parade?

Large parades shall follow one of two designated routes; 1) Mid-Cities Boulevard from Davis Boulevard to Rufe Snow Drive and 2) Grapevine Highway from Glenview to Richland Plaza Drive.

Small parades "neighborhood parades" shall have their proposed route reviewed by the Parade Committee which consists of representatives from the Police Department, Fire Department, and Public Works Department.

Do I need to hire security for my parade/recreational street use permit?

Parades are required to provide and pay all costs for security for such event. One off duty officer or private security officer is required for every 10 motorized or non-motorized vehicles or floats.

Recreation street uses shall be required to provide one off duty police officer or private security officer for every 100 persons expected to attend.

In the event that the sponsors desire to use private security officers, they will be required to furnish written evidence from a state-certified security agency that arrangements have been made to furnish such security officers at the above ratio prior to issuance of a permit.

How much does a parade/recreational street use permit cost?

Large Parade	One hundred dollars (\$100.00)
Small Parade	Twenty-five dollars (\$25.00)
Recreational Street Use	Twenty-five dollars (\$25.00)

How do I apply for a parade/recreational street use permit?

An application for a parade/recreational street uses permit can be obtained from the City Secretary's Office of the City of North Richland Hills, which is located on the second floor of the City Hall Complex at 7301 NE Loop 820, NRH, TX 76180 or by calling (817) 427-6060.

How long does it take to get a permit?

A complete permit application must be returned to the City Secretary's Office 30 days prior to the event. Approval or denial of all permits pertaining to this ordinance within fifteen (15) business days of receipt of the permit application.

Are there any other requirements?

Yes, this FAQ does not represent all requirements of Ordinance No. 2769, known as the Parade Ordinance. For a complete copy of the ordinance please contact the City Secretary's Office at (817) 427-6060 or visit the City's website at www.nrhtx.com

Failure to obtain permit

A person who promotes or sponsors a neighborhood parade or recreational street use that involves the use of a public street or alley, which neighborhood parade, parade, or recreational street use occurs without a permit having been issued therefore by the City of North Richland Hills shall be guilty of a misdemeanor.



APPLICATION FOR A

PARADE / RECREATIONAL STREET USE PERMIT

(PLEASE PRINT OR TYPE ALL INFORMATION)

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PART 1. APPLICANT INFORMATION

Name of Applicant/ Responsible Party/ Promoter:
Name of Sponsoring Organization:
Applicants Address:
Address of Sponsoring Organization:
Applicants City/ State/ Zip:
Name and Address of Owners of property to be used as assembly, staging areas, or ending areas
Applicants telephone number:
Alternate telephone number:
Applicants email address (optional):

PART 2. DESCRIPTION OF PARADE OR RECREATIONAL STREET USE

(A MAP OF THE PROPOSED ROUTE OR LOCATION MUST BE ATTACHED)

Please provide a description of the parade, including: the number of floats (if applicable), the number of participants, the size and location of any and all performance stages, booths, tents, and other temporary structures or shelters (if applicable), the location of the parade staging area (if applicable), and any requests for street closure to accommodate the event. (Attach additional pages if necessary)

Date and time of parade:
Estimated Number of Persons Expected to Attend:

Description of proposed traffic control and safety and security measures (Attach additional pages if necessary)

I hereby certify that the foregoing information is correct to the best of my knowledge and that said event will be performed in accordance with the information contained herein and in compliance with regulations of the City of North Richland Hills and any other applicable ordinances.

Date
Your Name (Printed)
Signature:

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PART 3. FOR OFFICE USE ONLY

Permit Approved:
Permit #:
Reviewed by:
Permit Approved:
Comments:
Lg Parade \$100.00
Sm Parade/Rec \$25.00
Waived