

SUMMER PLAY STREETS: DEFINITION & PROCESS

Definition

A Play Street is when a city street is closed to traffic, by a community group, so as to provide a space for school age children to participate in recreational activities in an area where adequate recreational space is not available to them. NO PARKING and NO THROUGH TRAFFIC are permitted on the block during Summer Play Street hours.

Dates and Times

Summer Play Streets may take place up to five days a week, **Monday** through **Friday**, between **8AM** and **5PM**. They are prohibited from taking place on weekends. Summer Play Streets can begin no earlier than **July 1st**, and continue through **August 31st**.

Application Process

Deadline

Applications for a Summer Play Street shall be submitted to the Street Activity Permit Office (SAPO) via email with a completed block petition on or before **May 1st**. If the application is not submitted by this date, there is no guarantee the application will be processed, and the application/sponsor shall be placed on a waiting list.

Applications for Play Streets will be processed in the order in which they are received, and there may be a limit to the number of Play Streets approved in each community board district.

Process

To apply for a Summer Play Street, an authorized representative of a community organization may submit an application, which can be downloaded at www.nyc.gov/sapo, for a Summer Play Street (via email) to SAPO. This application must be accompanied by a completed block petition, which includes signatures from the majority of residents from the block the group is requesting to close.

Before submitting an application a representative from the community group must do an on-site inspection of the block they are requesting to close, they must make note of the day they inspected the block and include it on the application.

All applications, including with block petitions, must be submitted to Maureen DeSantis, the Play Streets Coordinator at SAPO, at mdesantis@cityhall.nyc.gov.

Once it receives the application, SAPO will enter the information and supporting documents into the CEMS database, where the affected community board, local police precinct, and Department of Transportation (DOT) borough engineer can review the application. These parties will have 30 days from receipt of the application to inform SAPO by email or through the CEMS database whether they recommend the application be approved, denied, or approved with conditions. If all parties approve the application, SAPO will forward an official approval from DOT to the applicant. Any and all denials or approvals with conditions must come with the reason(s) for the

denial or a detailed list of actions the applicant must take in order to receive the permit. If one or multiple parties recommend denial of the request or approve with conditions, SAPO will deny or conditionally approve the permit and relay the details to the applicant.

Site Requirements

To be considered for a Summer Play Street designation, a block must:

- Not have two-way traffic
- Not have commercial establishments
- Not be on a bus route or truck route
- Not be adjacent to a hospital
- Not have a high volume of traffic
- Not have scaffolding, construction, tripping hazards, or other safety concerns present
- Not be in close proximity to a park that could accommodate the activities being requested

Additional Info

Public Use

The intent of the Summer Play Street is to serve the entire community, not just one group. These streets must therefore remain open to the public. Summer Play Street community sponsors must program a continuous series of organized activities such as sports, games, arts and crafts, and performances.

Open-Flame Cooking & Selling Prohibited

Summer Play Streets may not include open-flame cooking. Also, selling goods or services is prohibited; i.e., hired-ride companies and vendors are not allowed at Summer Play Streets.

Adult Supervision

Each Summer Play Street must have two adults present at all times. These adults are responsible for the on-site supervision and activities on the Play Street.

Signage

DOT provides signage for the Summer Play Street organizer to place at the ends of the site. The organizer is responsible for placing and securing the signage; if the signage goes missing, the organizer is required to procure replacements from DOT at \$100 per sign.