



## Village of Pinckney – Special Event Street Closure Policy and Fee Schedule

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This policy outlines the process and associated costs for street closures related to special events in the Village of Pinckney. Fees help cover the cost of staff time, equipment, traffic control, and administrative services provided by **the Department of Public Works (DPW) and the Village Police Department**. Event organizers are encouraged to submit requests at least 60 days in advance. **Fee waivers or reductions may be available for nonprofit and community-based organizations.**

### Customizable Special Event Fee Schedule

Service	Cost Estimate	Notes
Base Application Fee	\$50	Covers administrative review and permit processing.
Barricade Placement by DPW	\$20 per barricade	<b>Includes delivery, setup, and removal.</b>
Police Traffic Control	\$60 – \$75 per hour per officer	If needed or <b>May be waived for small/low-impact events.</b>
Street Closure (1-2 blocks) one day event	\$50	Small community events with minimal disruption.
Street Closure (3+ blocks or parade route) One Day Event	\$150	Larger events needing extensive DPW and police support.
<b>Multi-day Event Fee</b>	<b>\$250</b>	<b>Depends on duration, scope, and resource needs.</b>

### Policy Language for Use in Event Forms and Ordinances

A Special Event Fee will be assessed based on the number of streets closed, DPW services required, and Police Department support. Typical fees range from \$250 to \$500 for small events. Final costs will be determined during the permit review process and will be communicated to the event organizer prior to final approval.

Fee waivers or reductions may be available for local nonprofits, civic groups, or school-sponsored events, subject to Village Council discretion.