



BLOCK PARTY INFORMATION GUIDE

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Block Party Information Guide

Introduction

What is a Block Party

A Block Party is a small neighbourhood event where members of a community gather for mutual solidarity and enjoyment. Block Parties are a great way to build social connection and embrace your community.

Plan a Block Party

Time and Place

Block Parties requiring road closures may be booked between May 15th and October 15th (weather dependent).

To have your Block Party on the street, you will need permission to close the road. Instructions for how to close a block are included in the Block Party application.

Remember, [Noise Bylaw \(8244\)](#) is in effect. Block Parties are not eligible for Noise Bylaw extensions.

Set-up an Organizing Team

Get your neighbours, and/or property manager involved in the planning of your Block Party. They can help with invitations, as well as the set-up and clean-up of the party.

A [Block Party poster template](#) is available for download.

Invite Your Neighbours

If you plan to close your street, you will need support from 51% of the neighbours in the closure area. Please complete a [Block Party Neighbour Support Form](#) to submit with your application form.

Design your Event

Possible ideas:

- Have a potluck or BBQ
- Provide name tags to help with introductions
- Decorate the pavement with chalk to get kids involved

Determine How You Will Clean Up

At the end of your party, make sure you have a good crew of neighbours to help you clean up.

Remind Your Neighbour

When you receive approval for your street closure, send a reminder to your neighbours to save the date. Will they need to bring food, their own dishes, and a chair? Invite them to share a talent or game ideas.

Closing Your Street

Involve Your Neighbours

At least 51% of households within the proposed closure area must support the road closure. Talk to everyone on your block, including those across the street from each end of the block. For your Block Party to be approved, proof of 51% household approval must be provided on the [Block Party Neighbour Support Form](#) Only one signature from each address will be accepted unless it is a multi-unit dwelling.

Apply for Your Block Party Permit Online - Application fee is \$35+GST

Apply for your Block Party through the application webform :

<https://www.saskatoon.ca/community-culture-heritage/neighbourhoods-community-associations/block-parties>

Make sure to apply at least two weeks prior to your Block Party date and include the Block Party Neighbour Support Form with your application. Once approved you will receive an email with your contract and payment instructions. Approximately 1-2 weeks prior to your event you will receive an email with Block Party supplies pick-up information.

Pick-up Barricades and Signs

Barricades and signs will need to be picked up at the Cosmo Civic Center during the assigned hours and must be returned the next business day following the event. Event organizers will receive communication how-to pick-up barricades 1-2 weeks prior to the party. Event organizers will be responsible for setting up and taking down barricades for the Block Party. Approved road closures for Block Parties will be limited to one block in length.

Road closures that require detours will need to apply for an [Outdoor Special Event permit](#).

Location Ideas

If closing the street is not an option for you and you don't have enough common space for your party, consider the following options.

Leisure Centres

Your local [Leisure Centre](#) may have space available to rent. Please contact the site directly.

Parks

Saskatoon parks make a great venue for picnics and private recreation activities. Depending on the type of party you are planning, you may need to book the park or have a permit to use it.

For more information on booking a park space please visit the [Outdoor Special Events & Festivals page](#).

Block Party Logistics

Alcohol Sales and Service

Alcohol is not permitted on any portion of City Property during Block Party events. If you will have any sort of alcohol on private property, we strongly encourage general liability insurance of \$5 million, with host liquor endorsement. The City of Saskatoon's basic Block Party insurance will not cover alcohol consumption at the event.

Barbeques

Propane barbeques are allowed in the City's parks or on boulevards.

Note: A Permit to Burn is not required when using an outdoor park grill or propane barbeques.

Fire Pits

A Permit to Burn is required through the Fire Prevention Division of the Saskatoon Fire Department for fire pits not on private property. The Permit to Burn application form is available at: <https://www.saskatoon.ca/parks-recreation-attractions/parks/park-bookings-permits/outdoor-special-events-festivals/special-event-forms-permits> A photograph of the fire pit must be submitted with the application form.

All open-air fires must adhere to [Bylaw No. 7990, The Fire and Protective Services Bylaw, 2001](#).

Food Trucks

Food trucks operating at Block Parties **must hold** a City of Saskatoon Mobile Food Truck License. Food trucks that have not obtained this license are not permitted to operate at Block Parties and may be subject to fines.

Approval letters from Block Party organizers must be posted in the vehicle window beside the On-Street Food Truck License

Food trucks permitted at Block Parties are responsible for immediately removing any garbage and oil/grease spills that occur as a result of operations. Block Party organizers are responsible to ensure this occurs.

Insurance

Approved Block Parties that require a street closure get free general liability insurance from the City of Saskatoon. The insurance covers Block Party organizers and the City to a limit of \$2,000,000 for public liability and property damage. We can help determine if you will need additional insurance coverage. If you do need more coverage, you will need to contact a private insurance broker.

Noise Guidelines and Bylaw

Block Parties must abide by the Noise Bylaw

Noise Bylaw hours are:

- Monday to Thursday from 11:00 AM to 9:00 PM;
- Friday and Saturday from 11:00 AM to 10:00 PM; and
- Sunday and Statutory Holidays from 1:00 PM to 6:00 PM.

Please see [Bylaw 8244 – Noise Bylaw, 2003](#) for more information.

Emergencies

City of Saskatoon Emergency repair work will take precedence over a Block Party.

Block Parties must ensure that enough space is left on roadways for emergency Vehicle Access.

Planning Checklist

2-4 weeks prior to your event

- Build a Team - Find a few like-minded neighbours and/or property manager who supports a Block Party and is willing to help organize.
- Pick a Date - Weekends are popular with many people, but a weekday evening may also make sense for your neighbours.
- Pick a Time - Consider the needs of families in your neighbourhood. It is good practice to end your event by 9:00 PM.
- Pick a Location - Private property, street, or parkland.
- Seek Neighbour Support - contact ALL of the neighbours directly impacted by a potential street closure to seek their approval. In order for your Block Party application to be approved, we require 51% percent approval.
- Apply for a [Block Party permit](#)
- Confirm arrangements to pick up Block Party Signs and Barricades

Block Party Day

- Set-Up - Set up is simple and can include some or all of the following:
- Put supplies and/or equipment in place.
- Welcome Participants - Encourage neighbours to wear a name tag to help with introductions. Have FUN!! - Get to know your neighbours.
- Lawn chairs - encourage neighbours to bring their own.
- Garbage bags.
- Games and/or equipment - can be provided by Block Party organizer or participants can bring their own.
- Block Party signs and barricades - if your event involves a road closure, place signs and barricades in position at the appropriate time, according to the plan provided with your permit. Perform a visual inspection of the roadway to ensure any safety hazards (broken glass, construction debris, etc.) have been safely removed. Remember when setting up tables and chairs that emergency vehicles may need quick access. Display or have your permit available, if requested.
- Food and Drink - Alcohol consumption is not permitted on City roads and public property.
- Clean-up - End at the designated time. Ask neighbours to help clean-up. Remove any garbage and tidy up the area.
- Take-down and return Block Party signs and barricades

Block Party Poster Template

BLOCK PARTY!



Block Party Neighbour Support

RELEASE

This is a release provided by the person or persons listed on this form (the "Releasor") to the City of Saskatoon (the "City"). This release is provided in return for the City permitting the temporary closing of streets as requested by the Releasor.

The Releasor hereby releases and forever discharges the City, including its officers, employees and agents, of and from all manner of actions, causes of actions, claims or demand, for or by reason of any loss resulting from loss, damage or injury to person or property or both arising out of or in connection with the temporary closure of _____ between (house #) _____ and (house #) _____ in Saskatoon, Saskatchewan. The above-noted area shall be closed to vehicular traffic between the hours of _____ and _____ on _____, 20 ____.

NAME	ADDRESS & PHONE #	SIGNATURE