



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 single community congregate for mutual solidarity and enjoyment. Block Parties are a great way to build social connection and improve your community. Knowing your neighbours can make a difference! it is an opportunity for neighbours to get together, meet each other, have fun and work together on a common activity.

10 Great Reasons to Have a Block Party

1. Helps us feel safe by knowing who lives around us.
2. Promotes interaction between neighbours of all ages.
3. Increases a sense of belonging to the community.
4. Provides an opportunity to know your neighbours better.
5. Encourages neighbours to look after each other and the neighbourhood.
6. Connects long-time and new neighbours and teaches about neighbourhood history.
7. Its fun!
8. Build stronger communities which have the power to make a difference.
9. Animates open spaces for social gatherings and safe, active play.
10. Boosts our health when we feel welcomed and included.

Plan a Block Party

Pick a Time and Place

Whether you live in a house or an apartment, your block party can take place in a variety of locations: on a street, in a common room, lobby, backyard, park, school, or [Leisure Centre](#). Block Parties requiring road closures may be booked between May 15th and October 15th (weather dependent).

Depending on where your party is, there are a couple of steps you'll need to take:

To have your 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.

Set-up an Organizing Team

Get your neighbors, strata, 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

Find out who wants to come and if your selected date and location works for most neighbours.

If you plan to close your street, you'll 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
- 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 Neighbours

When you get confirmation of your street closure or other party location, send a reminder to your neighbours to mark the date. Will they need to bring food, their own dishes, and a chair? Invite them to share a talent or game idea.

Closing Your Street

Involve Your Neighbours

When inviting your neighbours, share your idea for closing the street, and record their support with the [Block Party Neighbour Support Form](#). 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. 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

Saskatoon has a lot of block parties! Make sure to apply at least two weeks before your party date. Once you apply, we will contact you to confirm details and request your completed sign-off form. When everything is in order, we will email your block party permit.

Block party webform can be found: <https://www.saskatoon.ca/community-culture-heritage/neighbourhoods-community-associations/block-parties>

Get the Barricades and Signs

Barricades 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 on how-to pick-up barricades once the permit has been issued. 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.

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](#).

School

Your local school may be able to provide space for your party in a school gym or yard.

Rent a Saskatoon Public School facility by calling [306-683-8218](tel:306-683-8218) or you can [rent](#) a Greater Saskatoon Catholic School facility.

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. Permit to Burn application form is available at: www.saskatoon.ca/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 event 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. Event 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 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 to 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.

Emergency

In the event of an Emergency, 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 weeks prior to your event!

- Build a Team - Find a few like-minded neighbours and/or property manager who supports a Block Party/Play Street 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. Gatherings that go through an application process will need to provide an alternate date.
- Pick a Time - Consider the needs of families in your neighbourhood. It is a good idea to end your event by 9:00 PM.
- Pick a Location - Online, private property, street, alley 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.
- Pick up Traffic Signs & Cones - Confirm arrangements
- Pick up Supplies and/or Equipment - Arrange to pick up gathering supplies and/or reserved equipment, if applicable.

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 table. Block Party signs.
- Lawn chairs - encourage neighbours to bring their own.
- Garbage bags - only needed if there is a craft or food.
- Games and/or equipment - can be provided or participants can bring their own
- Traffic control signs and cones - if your event involves a road closure, Move signs and cones into 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 8 11 Block Party & Play Street Guide City of Edmonton Neighbourhood Services 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.
- Welcome Participants - Encourage neighbours to wear a name tag to help with introductions. Have FUN!! - Get to know your neighbours.
- Plan your Next Gathering - Talk about what you might like to do together in the future!
- Clean-up - End at the designated time. Ask neighbours to help clean-up. Remove any garbage and tidy up the area.
- Take-down traffic barriers
- Return traffic signs and cone

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