



Purpose:

The purpose of this policy is to establish provisions for the circumstances in which the Township will provide approval for a Block Party(s) within the Township. The policy may allow an event to close a specific street(s) and prohibit general vehicular traffic and parking by the public, with the exemption of all emergency vehicles, including but not limited to ambulance, police, fire, by-law enforcement, public works or public utility vehicles.

Definitions:

“**Applicant**” shall mean the person(s) who made the Block Party Application.

“**Township**” shall mean the Corporation of the Township of Zorra.

“**Village**” shall mean Embro, Thamesford, Harrington, Lakeside

Policy:

1.0. General

- 1.1. Applicant must complete the required Block Party Application Form (Appendix “A”) and submit a map showing the exact location of the road closure request.
- 1.2. Applicant must submit a certificate of insurance in the amount of \$2 million, naming the Township of Zorra as an additional insured, no later than seven days prior to the event. No applications will be approved without proof of insurance. The applicant must agree to indemnify, hold and save harmless the Township of Zorra from and against any liability, loss, claims, demands, costs and expenses, including legal fees, occasioned wholly or in part by any negligence or acts or omissions during the use of Township property.
- 1.3. Application must be submitted to the Township for approval six weeks prior to the event with a signed petition showing 80 per cent of the residents directly affected by the road closure are in support of the event. Residents that are directly affected includes everyone along both sides of the street to be closed.
- 1.4. Applicant can request to borrow certain Township owned equipment and materials such as snow fencing, signs and traffic barriers. Applicant must fill out and sign the “Agreement to Borrow Township Owned Equipment” form. Applicant is responsible for any loss or damage to materials on loan and to the property of the municipality and shall be charged the actual replacement or repair cost to the Township. Borrowed equipment will not be delivered for the event, the Applicant must pick up and return the items at the appropriate Township facility. The applicant will be responsible for the security of the signs and barricades upon pick-up. The applicant will also be responsible for the set up prior to the function and for the dismantling after the event
- 1.5. Notice must be given at least six weeks prior to the event to residents directly affected regarding the details of the event and the exact road closure details.
- 1.6. Only one block party per village will be permitted on the same date.
- 1.7. Application will be circulated to Department Heads and affected Ward Councilor for comment and approval.
- 1.8. Applicant to ensure that all residents have access to their driveway, where required.
- 1.9. Applicant must install the necessary barrier to ensure the roadway is properly barricaded to vehicular traffic.
- 1.10. Applicant must be present on site at the event for the duration of the event.



- 1.11. Applicant must notify Southwestern Public Health if serving food.
- 1.12. Applicant is responsible for the clean-up and/or removal of all garbage upon completion of event.
- 1.13. The applicant shall undertake any required restoration and clean-up to return the street to the condition which existed prior to the event and to meet any other requirements of the Director of Public Works.
- 1.14. Applicant must apply to the Building Department for a permit if erecting a tent larger than 10'x10'.
- 1.15. The Township shall not be responsible for personal injury or damage or for the loss or theft of an articles of clothing or equipment of the application, organization or anyone attending.
- 1.16. Exceptions to this policy will be solely at the direction of the Chief Administrative Officer and the Chief Administrative Officer may withdraw the application at any time for non-compliance of the policy by the applicant.

2.0. Fire

- 2.1 Barricades shall not be placed in front of fire hydrants and fire hydrants shall be kept unobstructed for emergency access.
- 2.2 One lane of the road must be unobstructed at all times to allow for emergency access.
- 2.3 Approval is contingent upon ensuring adequate emergency access at all times and barricades must be easy to remove to allow emergency vehicles to access the closed portion of the road.

3.0. By-law Enforcement

- 3.1 All block party events must conclude not later than 9:00 p.m.
- 3.2 Block Party events are authorized under the Township's Noise By-law 69-12, as amended under section 4.1.4.7.
- 3.3 The Township's Firework by-law applies to all block party events.
- 3.4 Township Staff will make the Ontario Provincial Police aware of any approved block party events.

4.0. Public Works

- 4.1 All road closures will be approved by the Director of Public Works.
- 4.2 All sidewalks shall be unobstructed and shall remain open to the public throughout the road closure.

Next revision date: (every five years)

September 2024.

Accessible Formats:

If you require this document to be in an accessible format, please contact the Director of Corporate Services at clerk@zorrap.ca or 519-485-2490 ext. 7228.