

**City of Burlington's Parks and Recreation – Schedule B  
Play Street Closure Agreement**

**EVENT NAME:**

**EVENT DATE:**

**EVENT LOCATION:**

**The event organizer must abide by all of the requirements as outlined below:**

1. **Notification** - It is the responsibility of the event organizer to ensure that all affected residents receive an advanced notification letter of the proposed temporary street closure and event. The event organizer is responsible to complete the neighbourhood consent as part of their Play Street application indicating 70% of affected residents agree to the road closure prior to approval from the City.

2. **Insurance** – A certificate of insurance for a minimum general liability of \$2 million must be submitted prior to the event. This certificate must also list the City of Burlington as an additional insured.

3. **Burlington Fire Department** – The Burlington Fire Department regulations regarding tent/canopy use and cooking will be followed, as per the Fire Prevention Office. No tents, awnings, or other similar structures shall be installed erected, or located on the traveling portion of any public roadway, or on any private roadway/laneway serving a multi-unit development that is designated and posted as a Fire Access Route.

4. **Barricades** – The use of barricades is a requirement for the duration of the play street. Barricades are to be removed at the completion of the event and normal access to the roadway is to be restored without delay. Barricades must be monitored by a responsible adult throughout the duration of the Play Street.

5. **Recycling /Waste Management** – Event organizer(s) are to ensure clean up of all debris at the event site.

6. **Parking** – Ensure that all parking areas in regular parking lots and laneways are kept accessible to emergency vehicles. All parking restrictions will apply and be enforced outside the barricaded area.

7. **Municipal Alcohol Policy** – All event organizers must abide by the City of Burlington's Municipal Alcohol Policy.

8. **Withdraw Approval** - It is understood that the City of Burlington and its employees reserve the right to withdraw approval of the event if any safety or access issue is identified and cannot be resolved.

