



BLOCK PARTY/PLAY STREET PERMIT

Revised 8/2/18

Block Parties and Play Streets provide additional public space for residents to be physically active, get together to build community, and have fun!

It is free to close a residential (non-arterial) street to through traffic up to three days per week for no more than 12 hours per week. This permit is now valid for single events or recurring events for up to 6 months at a time.

The application must include the following information:

- Contact information for the permit holder
- Date and time of your event or events, if there is more than one
- Planned activities
- Type and location of the closure including cross streets and whether it will close the entire block or just a portion
- Proof of outreach to neighbors (i.e. flyer, communication log, email)
- The application must be signed and dated

Restrictions of the Block Party/Play Street Permit:

- Cannot be on an arterial street
- Limited to a maximum of one block in length
- Cannot include an intersection
- Cannot be on a street with bus service
- Cannot include large objects such as a bouncy house, stage on the street or sidewalk
- Cannot include commercial activity such as a food truck unless permitted separately
- Must be open to the general public
- Cannot occur if it conflicts with permitted or emergency construction activity



You can obtain a permit application at: www.seattle.gov/Documents/Departments/SDOT/PublicSpaceManagement/BlockPartyPlayStreet_Application.pdf

Applications are processed as they're received, so submit your application at least 14 days prior to your Block Party or Play Street. Applications received with less than 14 days might not be approved, depending on application volumes.

Block Party and Play Street permits are free! SDOT has removed the fees for Block Party and Play Street permits in an effort to strengthen neighborhood spirit and support increased pedestrian use of the right of way.

LEGAL DISCLAIMER: This Client Assistance Memo (CAM) should not be used as a substitute for codes and regulations. The applicant is responsible for compliance with all code and rule requirements, whether or not described in this CAM.

Prior to submitting an application, you must:

- Contact all affected neighbors to share the event details and consider modifying your proposal based on reasonable concerns

To manage your closure, you must:

- Remind all neighbors in advance
- Provide the appropriate barricades:
 - Type 3 barricades are required at arterial intersections (can be rented or purchased)
 - Household items (i.e. recycle bins) can be used elsewhere spaced no more than 5 feet apart and linked together with flaggers tape or similar
- Ensure an adult is on site and visible from each barricade for the duration of the event to promptly move the barricades, if access is requested
- Provide vehicular access to all residents, visitors, deliveries, and emergency vehicles.
- Place appropriate signs at the end of the intersection. “Road Closed to Thru Traffic” signs can be obtained at the [Street Use Permit Counter](#) or one of the [Customer Service Centers](#).
- Place [informational signs](#) at the barricade, include your permit number
- Ensure the closure is clear of all play equipment, pavement markings, and debris before barricades are removed.
- Keep all objects (e.g. tables, play equipment) to one side to allow for emergency and vehicle access (20' fire lane preferred)
- Obtain a [Fire Marshal permit](#), if you plan to place a BBQ/Grill in the street or on the sidewalk
- SDOT reserves the right to revoke or modify a permit if a traffic impact is identified

Submit your application to:

Mail:
SDOT – Street Use Division
Attn: Public Space
P.O. Box # 34996
Seattle, WA 98124-4996

Email:
publicspace@seattle.gov

In Person:
SDOT - Street Use Counter
700 5th Avenue, Floor 23

Contact us with any questions:

Email: publicspace@seattle.gov or call:
(206) 684-5267

Once a block party permit is issued, you are allowed to close your street during the date and times specified.

SDOT issues Street Use permits for any activity that temporarily closes a street or sidewalk, but excludes escorted processions, parades, or any activity in which Police Department personnel are required. These would require a [Special Event](#) permit from the Office of Economic Development.

This bulletin is for general information. Chapter 15.04 of the Seattle Municipal Code, Use and Occupation Permits, establishes the requirements for Street Use Permits.

If the guidelines listed above are not followed or a complaint is received, a Street Use inspector may be sent to the location and an inspection fee may be assessed.

Access to Information

Client Assistance Memos are available online at: www.seattle.gov/transportation/document-library/client-assistance-memos. Paper copies of these documents are available at our Permit Services Counter located on the 23rd floor of the Seattle Municipal Tower at 700 5th Avenue in downtown Seattle; phone number (206) 684-5253.