

New Westminster

# Community Event Permitting Handbook

# Table of Contents


Introduction 3
How to Apply 6
Application Documents 12
Public Event Components 21
Appendices 29


**LAND ACKNOWLEDGEMENT**

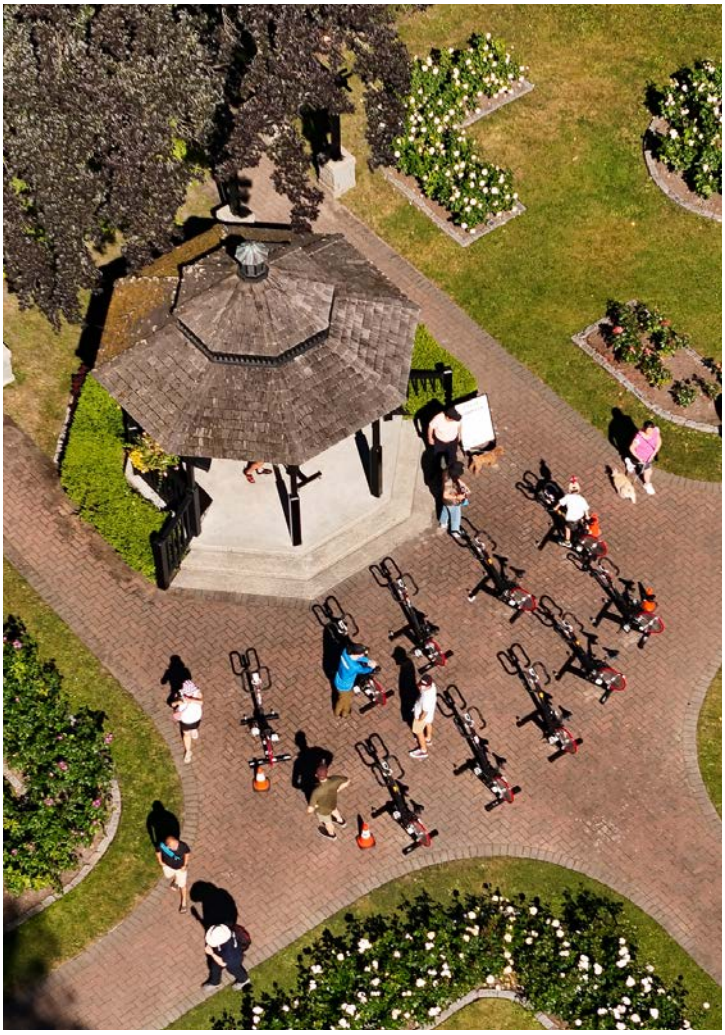
We recognize and respect that New Westminster is on the unceded and unsurrendered land of the Halkomelem speaking peoples. We acknowledge that colonialism has made invisible their histories and connections to the land. As a City, we are learning and building relationships with the people whose lands we are on.

RESOURCES

## Introduction

# This handbook is designed to provide a comprehensive overview of the requirements for producing an event in New Westminster in terms of permits, regulations, and safety consideration.

All public events require permitting and public-impacting events on private property may require permitting. Reach out to find out more.





The City of New Westminster has a dedicated Events Office with staff who are available to help. You can reach them at **communityevents@newwestcity.ca** or **604-636-4488**. Information is available on the City's website at **newwestcity.ca/hosting-an-event.**

RESOURCES

## Hosting Events in New Westminster

All information about hosting an event in New Westminster is on the City's website **newwestcity.ca/hosting-an-event.**





## Definition of Public Events

**Public events are an important part of what makes New Westminster a culturally rich, diverse, and fun community. Events are organized by community organizations, commercial organizations, or in some circumstances, by the City itself.**

A public event is one that members of the public may attend and takes place in the public realm or impacts the public realm, usually at no cost to the attendee. Some examples are Canada Day, Recovery Day, or the Hyack Festival. Events can vary greatly in scope and scale. Many are funded through the City of New Westminster's Community Grant program and often, awarded grants cover the cost of City Services.

All events in the public realm or that impact the public (for example, an event in a private parking lot that has amplified music) require oversight and regulation from the City.

# Public Event Types



## Community Celebration and Festival

A community-based event focused on art and culture. Community celebrations are typically smaller, neighbourhood-focused events, while festivals are often larger destination events that attract a broader audience.



## Parade

A parade or procession consisting of people, vehicles, animals, or other elements that travel together along a designated route with the event centered on art and culture.



## Block Party

A small-scale event held on a residential street intended for neighbourhood activation which brings together neighbours who live on the same block. Block parties are all about bringing neighbours together to create a sense of belonging for a relaxed, social get-together right in the neighbourhood. They are not intended for private celebrations, large scale-events, paid admission or business-focused gatherings or events.

# How to Apply

# 1.0

## Community Celebration and Festival

# The City of New Westminster has a strategic plan endorsed by Council. One of the priority areas is Community Belonging and Connecting.

## How to Apply

1. Choose desired location and event date, and complete the online Outdoor Event Space Request Form to tentatively book a space.
2. Complete the Community Event Application and submit application within the appropriate timelines.
3. Provide a copy of your Site Map and/or Transportation Management Plan.
4. City staff will perform a preliminary review of your event application.
5. For larger events, the City has a multi-disciplinary team referred to as the **Festival and Events Staff Team (FEST),** which includes representation from New Westminster Police, New Westminster Fire and Rescue Services, Transportation, Engineering and Public Works, and Fraser Health. This group may review your proposed activities and seek additional information.
6. Depending on the scope and scale of your proposed activities, one or more FEST meetings, generally by video conference, will be scheduled.
7. A cost estimate for permits and services will be provided.
8. Submit insurance documentation along with deposits or payment for the event.
9. Any changes to event details must be made at least three weeks prior to event.
10. **Permit will be issued.**

**Outdoor Event Space Request Form**

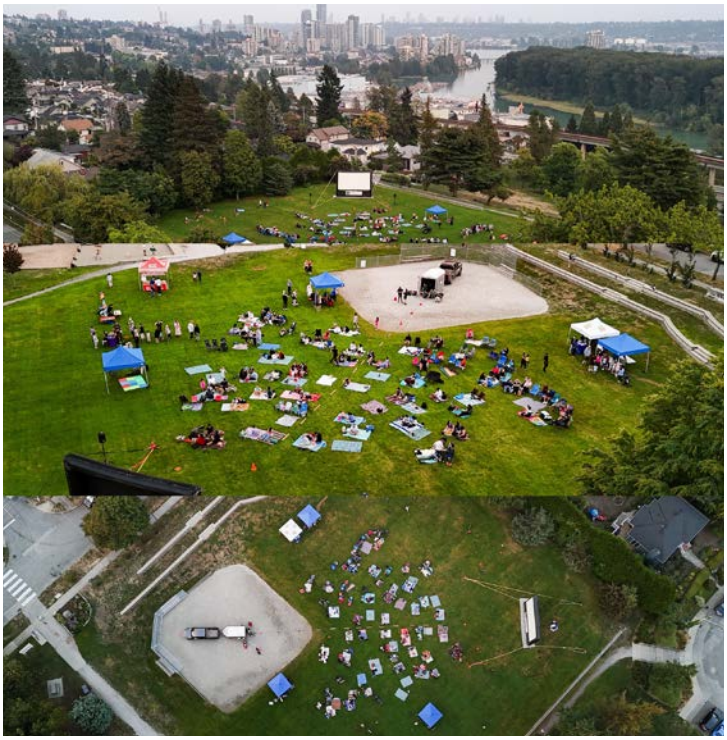
## Parades

# All parades and processions are regulated under the Street and Traffic Bylaw No. 7664, 2015. Applications must be submitted at least 180 days in advance.

**To apply for a parade or procession, requests should be sent in writing to communityevents@newwestcity.ca including:**

- Map of the parade route
- Explanation of the nature of the parade
- Date and time of the parade, including set up and take down
- Places of mustering and disbandment

This request will be forwarded to various City departments, including New Westminster Police. When giving permission for a parade, the Chief Constable may set conditions to ensure it is conducted in an orderly manner. The organizer may also be asked to share notices about the parade to help manage traffic along the route.



**To hold a parade, the organizer must:**

A. Receive a Letter of Consent from the Chief Constable giving official permission for the parade and;

B. A Street Occupancy Permit from the City Engineer allowing the use of the streets for the event.

**Street and Traffic Bylaw No. 7664, 2015**

## Block Parties

Please submit your application for a Street Occupancy Permit at least 10 business days in advance. You can apply online through the City's website using the Block Party Street Occupancy Permit Application or apply in person at City Hall.

**Steps to Prepare and Apply for a Street Occupancy Permit:**

1. Determine project category
2. Develop a Traffic Management Plan
3. Acquire insurance, prime contraction designation, and damage deposit
4. Submit application
5. Staff review Street Occupancy Permit application and determine applicable fees
6. Pay your fee and receive your permit

**You can find more information about block parties on our website at the link below.**



**Block Party Street Occupancy Permit Application**

## Important Timelines

Vibrant and busy summer months mean the Events Office receives many requests in the spring. Getting in your application well in advance of the minimum timelines – even if all of the details are not yet 100% confirmed – is recommended. We will work with you as your planning continues.

| | |
|---|---|
| **Small Scale Event** (no food/beverage, no liquor service, no road closure) | 30 DAYS PRIOR |
| **Larger Scale Event** (food/beverage and/or liquor service and/or road closure) | 60 DAYS PRIOR |
| **Parade or Festival** (food/beverage and/or liquor service and multiple road closures) | 180 DAYS PRIOR |
| **Block Party** (block road closure for neighbourhood activation) | 10 BUSINESS DAYS PRIOR |

If you anticipate more than 500 attendees, the City recommends getting in touch at least six months prior as it can take some time to coordinate and plan for an event with a higher amount of attendees as it often comes with increased risk. **The Events Office is not able to guarantee your event application will be approved if the timelines are not met.**

# Planning your Event

Steps to Getting an Event Permit:

1. Determine the type of event and select the date and location.
2. Complete the online Outdoor Event Space Request Form to tentatively book a space.
3. Review what resources are available, including grants and calendar of events.
4. **Gather required documents (i.e. insurance).**
5. **Understand fees and deposits.**
6. **Apply for a permit.**
7. Permit reviewed by Events Office and various City Departments.

# Application Documents

# 2.0

## Community Events Application Package

The more information you can supply in your Community Events Application Package, the faster the Events Office will be able to review and process your application.




What sections should you fill out? Events Office staff can help you determine what sections to complete based on your proposed activities.

**Get in touch at communityevents@newwestcity.ca.**

## Site Plan

# Your detailed site map can be hand drawn, and doesn't need to be to scale, however it should include the following information:

- An outline of the entire event site, including the names of all streets (if applicable)
- Layout of all proposed non-fixed structures (i.e. stages, tables / chairs, booths, tents, etc.)
- Location of all vendors (food vendors and food trucks identified)
- Entrance and exit locations for any events that are fenced or enclosed
- Gated access points for emergency vehicles
- Location of all waste receptacles (City provided or event organizer provided)
- First Aid station and Information Booth clearly marked
- Portable washrooms with wheelchair accessibility
- Location of fire hydrants and fire department connections indicating a 4-foot (1.22 meters) clearance
- The location of any fencing, barriers and/or barricades
- The location of any handwashing and/or hand sanitizing stations
- Traffic flow arrows indicating load in and load out

# Please note the following when preparing your Site Map:

- Food trucks and associated equipment (i.e. generator, supplies, etc.) must have a minimum clearance of 3 meters (10 ft.) from another food truck setup, buildings, structures, other vehicles, combustible materials and fire hydrants. As well as distance from hanging branches.
- Access to fire lanes, driveways, pathways and roads must not be blocked.
- Emergency vehicles require at least 3 meters (10ft) thoroughfare throughout the entire event.
- Building exits must not be blocked. You must consider driveways and parking lot entrances when creating your site map. If any access will be blocked, you will need to inform those affected (i.e., residents, businesses, private parking lot companies, etc.) and provide a letter of consent with your application.

## Waste Management Plan

# The City of New Westminster encourages event organizers to think about the environmental impacts of their events, including waste generation, energy use, and material consumption.






Informed and educated event staff, vendors and volunteers are vital to the overall success of greening an event. Event organizers are responsible for developing and implementing a post-event clean up plan. If any debris is left on-site after the event, the event organizer will be charged for the cost of garbage collection.

The City has a minimal amount of event equipment available and expects event organizers to be self-sustaining. The equipment the City has is not guaranteed and is based on availability; fees and delivery charges will apply.

The City is able to provide only single stream collection containers for waste destined for the landfill. Event organizers must provide details of their own waste management plan, including how they will handle the collection of recyclables, refundables, and compostable materials. If a third-party contractor or a non-profit is used, their contact details must be provided and they must carry adequate insurance.

The City asks all event organizers to pack out what you pack in.

## **Traffic Management Plan** (if applicable)

A Traffic Management Plan (TMP) is a detailed, specific document that outlines the strategies for protecting event guests while safely and efficiently moving road users through or around the closure area.

**TMPs are event-specific and tailored to the unique requirements of each situation, often including traffic control, incident management planning, signage, staffing instructions, and implementation notes.**

The document created by the Transportation division includes:




### Event organizer responsibility includes:

- Provide detailed information to the Events Office including a detailed site map, times of road closure, roads to be closed, and direction arrows indicating where traffic will move if permitted, such as set up for vendors
- Remind vehicles to park in direction of traffic, including food trucks
- Provide vehicle barricades as directed by the Traffic Management Plan
- Avoid erecting signage or structure that may block site lines
- Remind staff, volunteers, and guests to follow event signage
- Periodically check that signs and devices are in place
- Report any concerns to City Staff
- Remember that vehicles must be:
  - 5 meters from either side of a hydrant
  - 6 meters away from a crosswalk
  - 6 meters away from the approach of a stop sign

## Production Schedule

The production schedule is the main timeline used to plan and run the event. All event staff should follow this schedule so everyone knows what is happening and when.



**The production schedule should include:**

- When the event team will arrive on site and how long set up will take
- Event start date and time
- Road closure dates and times, if applicable
- How long the event will run and the start times of all activities
- Event end time
- How long it will take to take everything down



## Community Outreach

# Community events should be enjoyable for everyone, including the people who live and work nearby.

**Developing community outreach plans is important to ensure that the needs of nearby residents, businesses, and community groups are addressed by providing them with an opportunity to raise their concerns.**




### Considerations when planning your event:

1. **Check in with the Communty:** Will you meet with local community groups to gain support and discuss strategies to minimize the impact of your event on the neighbourhood?
2. **Impact:** Are there specific aspects of event programming that could negatively affect the neighborhood? What measures will you take to reduce or eliminate these effects?
3. **Hours of Operation:** Have you considered how your event hours might affect nearby residents and businesses, and what adjustments could minimize disruptions?
4. **Traffic and Parking:** How might your event influence local traffic patterns and parking availability? What strategies will you implement to reduce congestion and inconvenience for the community?
5. **Set-Up and Take-Down:** How will your event's setup and teardown impact the surrounding area, and what steps will you take to minimize disruption?
6. **Point of Contact:** Who can community members contact if issues arise during the event? How will your event contact information be included in community notifications?





The Good Neighbour Policy is a City policy that provides guidelines for minimizing the impact of projects. By using Good Neighbour practices, projects and events can ensure the most benefits with the least possible disruption.

**Some Good Neighbour practices include:**

**Communicating with affected neighbours**

**Obtaining all required permits and approvals**

**Respecting existing residential, commercial and public realm**

**Respecting hours of work, noise, vibration and light intrusion regulations**

**Respecting the environment**

**Not blocking driveways and keeping sidewalks, streets and lanes passable, except where City approval has been granted**

**Keeping the site, roadways and adjacent sidewalks safe at all times**

Event Organizers will provide a plan to notify all businesses and residents within and surrounding the event footprint and submit a notification letter to Events Office 30 days in advance of event. Notification is recommended to take place three weeks in advance of event date.

## Insurance

# A minimum of $5M Commercial General Liability insurance naming the City of New Westminster as an additional insured is required and proof of this insurance will be required before a permit is issued.

You are also required to have your contractors, subcontractors, and participating vendors provide a certificate of insurance in the amount of $5M liability naming the event and the City of New Westminster as additional insured. This includes and is not limited to suppliers such as electrical services, staging, tenting, lighting or sound, heavy equipment rentals, food tents, food trucks, beer garden/extension patio applicants, inflatables, as well as high risk activities like climbing walls and sporting demos.

The Commercial General Liability policy shall include, but not be limited to the following: personal injury including advertising liability; broad form products and completed operations; blanket contractual liability; cross liability and severability of interest; non-owned automobile liability; host liquor liability (if applicable); and non-owned watercraft liability (if applicable).

## Drone and Aviation Liability Insurance

Transport Canada requires that drone use over public events requires special permitting and you will be required to secure additional insurance, naming the City as additional insured. Check with the Events Office for more info and consult with Transport Canada for regulations.

If you are planning an event that takes place in certain areas of the city, such as on the Esplanade/Boardwalk, the insurance policy may also need to include additional parties as there are several places in the city where the property lines bisect and cross over and a variety of rights of way and covenants may be on title. Please consult with the Events Office.



**Drone and Aviation Liability Insurance Resource**

# Public Event Components

# 3.0

## Event Parking and No Stopping Zones

The Events Office does not offer or approve event parking permits. Event organizers are responsible for coming up with a plan that encourages guests to use public transit or other alternative ways to get to the event.

## Towing and Bylaws

All vehicles must comply with **Street and Traffic Bylaw No. 7664, 2015.** Parking violations may result in tickets and towing. The City of New Westminster Towing and Storage Yard can be reached at 604-519-1026 (8:30 am to 4:00 pm).







## Food and Beverages

Fraser Health Authority (FHA) is responsible for protecting public health and regulating food and vendor services at special events in accordance with the Food Premises Regulation. Potlucks are not permitted as a component of public events.

It is the Event organizer's responsibility to obtain health approval/permit from FHA, ensure health regulations are followed, and to ensure that proper documentation is provided to the City.

To determine if health approval/permit is required for your event, please contact FHA (New Westminster) at HPNewWest@fraserhealth.ca. The application form for Health approval/permit can be found here: **Temporary Health Permit Application.**

If a vendor operates an approved mobile food truck within one of the five BC Health Authorities or if they hold a valid First Nations Health Authority Certificate of Compliance, they must still complete parts A and G of the Temporary Food Premises Application, attach a copy of their permit/approval to the application, and submit it to the local Environmental Health Officer.

If your event has more than one food vendor, please ensure that all necessary temporary food services applications have been fully completed and provided to FH along with complete food vendor list and site plan at least 30 calendar days prior to an event.

# Food Vendor Submission Deadlines

**60 DAYS BEFORE THE EVENT**

The Event Organizer must submit a complete list of all food vendors to the Events Office.

**30 DAYS BEFORE THE EVENT**

The Events Office must receive all required documents and FHA approvals for each vendor.

***IMPORTANT: LATE SUBMISSIONS WILL NOT BE ACCEPTED.**

## Food Truck Requirements

- A business license, as noted below.
- Proof of a current Greater Vancouver Fire Chiefs Association (GVFCA) Mobile Food Vendor Decal.
- Proof of their approval/permit to operate from one of the five BC Health Authorities or Certificate of Compliance from First Nations Health Authority.
- A valid certificate of insurance (Commercial General Liability insurance) for a minimum of $5,000,000 with the City of New Westminster named as additional insured for the date and location of the event.

## Food Tent Requirements

- Proof of their approval/permit to operate from one of the five BC Health Authorities or Certificate of Compliance from First Nations Health Authority.
- A valid certificate of insurance (Commercial General Liability insurance) for a minimum of $5,000,000 with the City of New Westminster named as additional insured for the date and location of the event.

Food Trucks are governed by the City's Mobile Food Vending Licensing Bylaw, No. 7850, 2016. It is the responsibility of the food truck operator to obtain the necessary licenses, and the responsibility of the Event Organizer to ensure that this is done within the timelines noted for the Events Office.

- If the food truck is only going to operate at a non-profit event in the City and at no other events, health, fire and insurance documents are required. Alternatively, the food truck operator can obtain an annual licence.
- If the food truck is going to operate at commercial events, they must apply for and be issued a City of New Westminster business license.
- If the food truck is going to operate at either for-profit private events or any of the City's permitted pop-up vending locations, they need to apply for and be issued a City of New Westminster annual business license.

**The City of New Westminster offers two choices for food truck licensing:**

1. A three-day special event business license that permits three consecutive days of operation for a single event (for example, a weekend festival).
2. An annual business license that permits operation until December 31 of each year. This is not renewable and must be applied for each year with all necessary documentation.

# General Fire Safety for Food Vendors

**Fire Department members may inspect vendor setups during events and require unsafe conditions to be corrected prior to operation.**

- All cooking vendors (on trucks or under tents) are required to be spaced at least 10ft (3.3 metres) away from stationary combustibles e.g., another vendor.
- All food vendors using a generator are required to be spaced at least 5-10 ft., as per manufactures instructions, from combustible materials, tents, structure, or adjacent vendor setups. Generator exhaust shall be directed away from tents, enclosed spaces, air intakes, the public, and adjacent vendors to reduce the risk of carbon monoxide accumulation and exposure.
- All tents and awnings over cooking preparation area must be free from grease accumulation and maintained in safe condition and must conform to CAN/ULCS-109 and have an identifiable factory label.
- Open flame cooking is NOT allowed under a canopy/tent, e.g., portable BBQs/grills.
- Cooking and heating appliances must be supported on a stable, non-combustible surface and installed in accordance with the manufacturer's instructions. Improvised or unstable supports are not permitted.
- All food vendors with cooking facilities are required to have an appropriate fire extinguisher readily accessible on site. Fire extinguishers should be secured or stored in a manner that prevents tipping or damage.




- All cooking/heating appliances are required to have appropriate certification and/or listing (e.g. CSA, CAN/ULC). Propane must be safely stored upright and securely fastened and regular inspection of hoses, regulators, and connections for wear or damage.
- Cooking and heating appliances must be supported on a stable, non-combustible surface and installed in accordance with the manufacturer's instructions. Improvised or unstable supports are not permitted.

**All vendors utilizing cooking equipment, heating equipment, or generators are required to complete a Fire Safety Declaration and maintain a copy on site during the event. Digital copies are acceptable**

For more Fire Safety Protocols for Vendors and Organizers, **click here.** All food vendors must meet requirements defined by the National Fire Protection Association. If you have any questions or need clarification on how this applies to your event, please contact the City of New Westminster's Fire and Rescue Services Fire Prevention Office at **fire-fpo@newwestcity.ca**.

## Alcohol

# Hosting a safe and successful event that includes alcohol sales or services takes careful planning and preparation. Additional permits are required. Getting these permits can take additional time and increase the overall complexity of the event.

The BC Liquor and Cannabis Regulation Branch (LCRB) regulates the special occasion licenses for both private and public events. Special Event Permits must also be approved by the New Westminster Police Department for applications with 500 or more attendees, liquor service outside of standard liquor service hours (outdoor events: 9am to 10pm the same day), and any public safety concerns they identify.

Event Organizers who plan to sell liquor must also put additional measures in place, which include and are not limited to:

- Limiting access to guests who are 19 years of age or older
- Providing appropriate fencing and security around liquor service areas
- Controlled entry and exit points
- Ensuring all staff serving liquor hold valid Serving It Right certification
- Ensuring the City is added as additional insured for host liquor liability

Links to LCRB Branch Online Application Forms:

- **Special Event Permit or a Temporary Change to Liquor License and Province of BC Special Event Permits – Term and Conditions Handbook.**
- **Site Wide Liquor Licensing Guidelines**



## Stages and Structures

When setting up stages and tents, all structures must comply with City regulations to ensure safety and proper staging. Stages and tents must not exceed 15 feet (4.572 metres) in height when set up on roads with overhead lines. For multiple standard pop up 10 × 10 ft. (3.048 × 3.048 m) tents grouped together that cover an area greater than 60m$^2$, a minimum spacing of 3m between tented areas is required. Vehicles are not permitted to drive on curbs or sidewalks when placing stages and structure. The set-up and take-down of tents and structures must comply with the **Noise Bylaw No. 6520, 1999.** Tent weights must be used



## Fireworks

Pyrotechnics are not permitted without a valid permit issued by New Westminster Fire and Rescue Services. This restriction applies to all uses of fire or fireworks, including buskers and performers who use fire effects. For permit information, contact fire-fpo@newwestcity.ca.



## Noise Bylaws

All events must comply with the City of New Westminster's Noise Bylaw, No. 6520, 1999. Noise from event related activities is permitted between 7:01am to 9:59pm local time. Continuous noise must not exceed 60dBs during the day, while non-continuous noise shall not exceed 80dBs. The bylaw limits the volume of the sounds that come from any source at the event, including set-up or take-down time, to help ensure that the general public and the surrounding areas are not negatively impacted.

## Transit Interruptions

Coast Mountain Bus Company (CMBC) prioritizes providing scheduled bus service to transit passengers. For larger events with road closures, Event Organizers must obtain approval if their proposed event affects transit service, which includes changes to transit routes or the relocation of a bus stop.

## Grants

The Community Grants program enables Community Partners, including local non-profits, charities, volunteer groups, and other eligible organizations to provide essential, creative, and innovative programs, support and services. Learn more about our Community Grants program.









## Fees and Deposits

Fees for events are developed based on the cost to recover the resources required to provide services and to balance the needs of the public to maintain access to the public realm. Fees are governed through fee bylaws for various departments such as Parks and Recreation, Community Services, Engineering and Public Works, and others. Some example charges that are typical for events are listed below. Events Office staff will ensure you have an accurate quotation based on your proposed activities. Fees are generally paid in advance, with some fees being assessed after reported ticket sales figures are received.

**Community Services Fees & Charges**

**Parks & Recreation Fees**

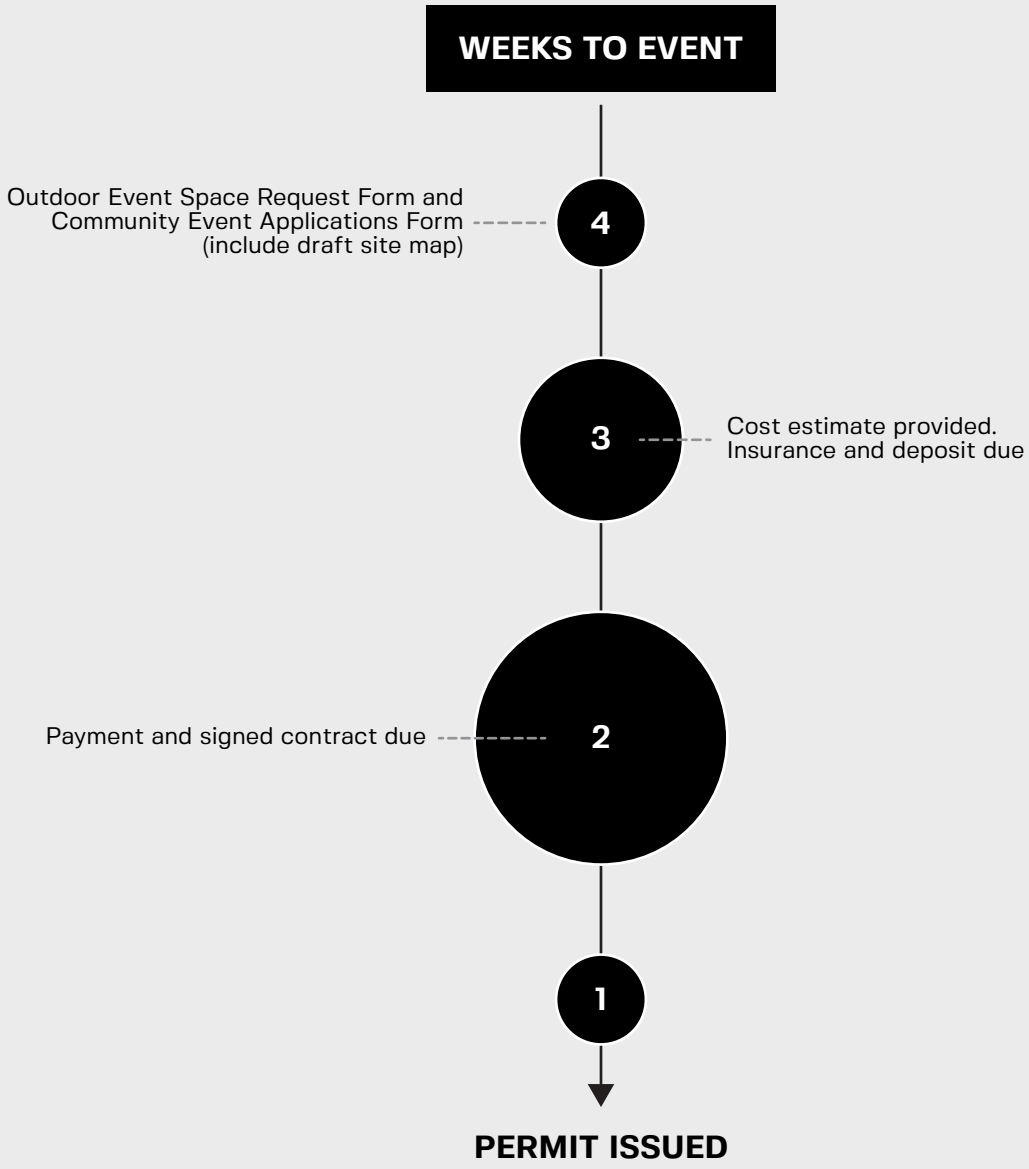
Event Timelines
Event Route + Plan Examples

# Appendices

# 4.0

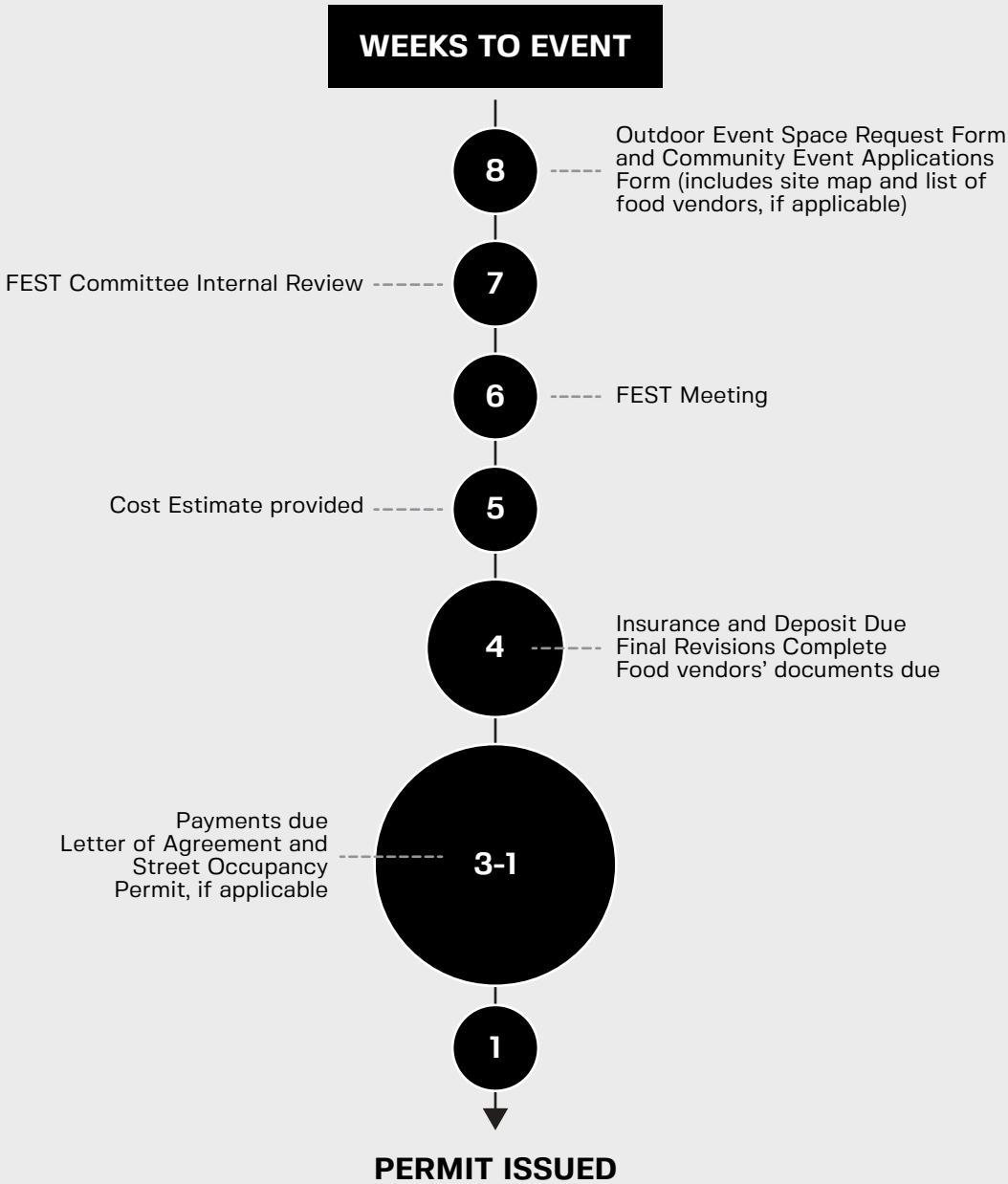
# Appendix A
## Event Timelines for Small Scale Event

- **No food or beverage**
- **No liquor service**
- **No road closure**
- **Simple structures** *(large tents, stages, portable washrooms)*
- **Fewer than 500 people**



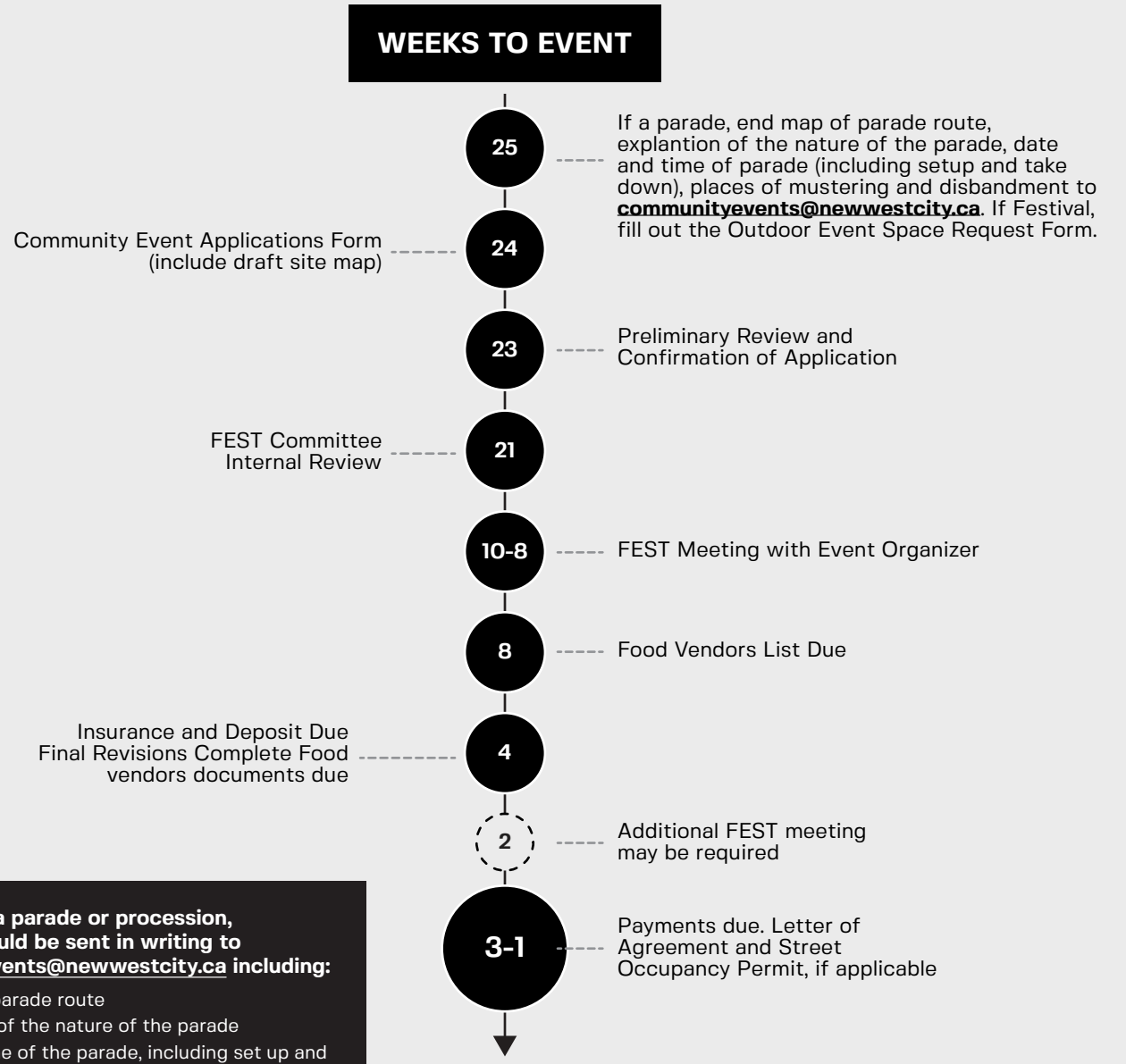
# Event Timelines for Large Scale Event

- **May involve food and beverage**
- **May involve liquor service**
- **May involve road closure**
- **Involves large tents, stages and/or portable washrooms**
- **Involves coordination with FEST team**



# Event Timelines for Parade and Festivals

- **Involves Parade or multiple road closures**
- **May involve food and beverage**
- **May involve liquor service**
- **May involve road closure**
- **Involves large tents, stages and/or portable washrooms**
- **Involves coordination with FEST team**

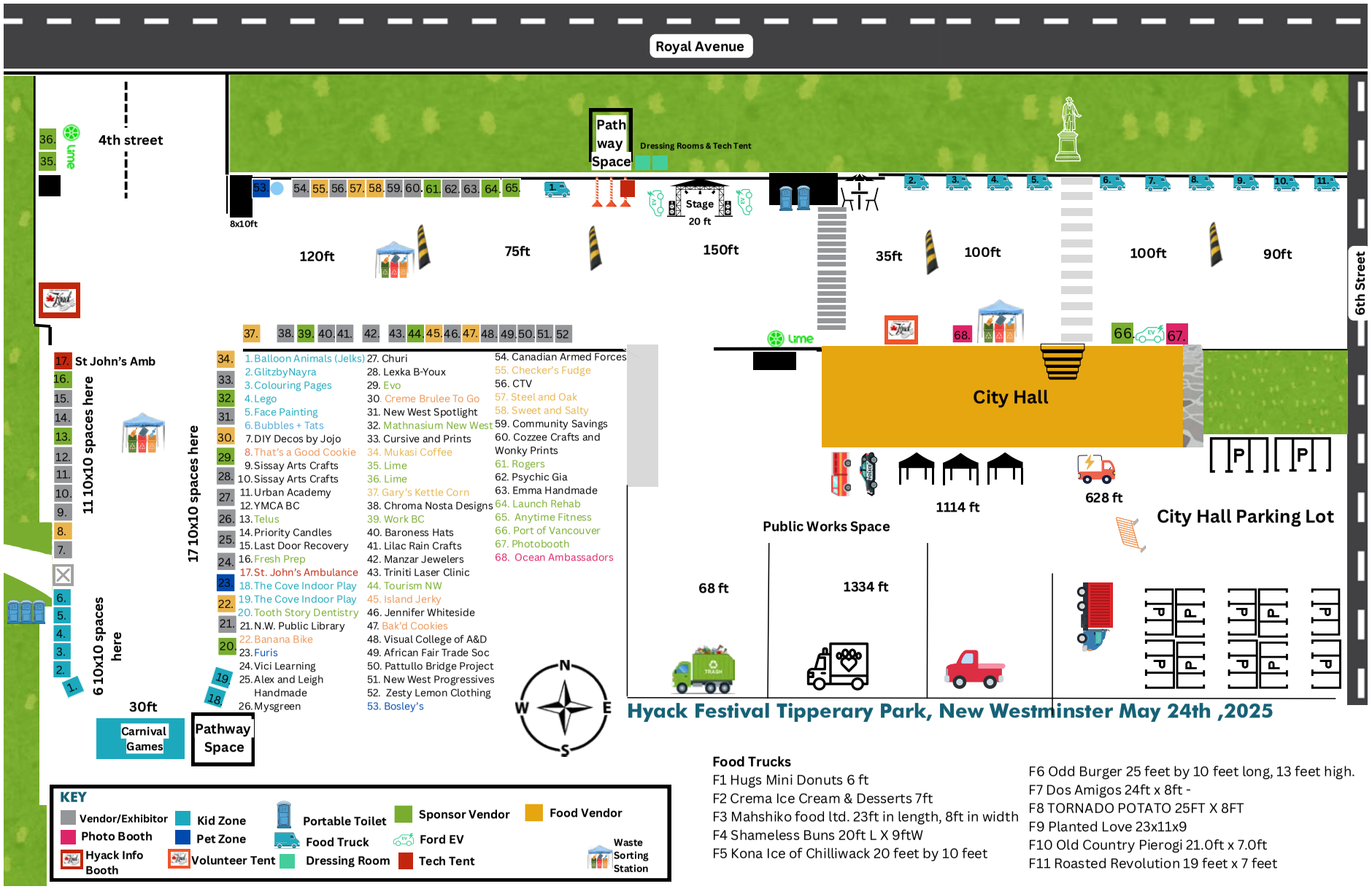



**To apply for a parade or procession, requests should be sent in writing to communityevents@newwestcity.ca including:**

- Map of the parade route
- Explanation of the nature of the parade
- Date and time of the parade, including set up and take down
- Places of mustering and disbandment

# Appendix B
## Site Plan Example

- ✓ Clearly labeled areas such as vendors, food trucks, stage.
- ✓ Easy to read with color-coded sections and simple icons.
- ✓ Vendor spaces numbered and organized.
- ✓ Roads, entrance, and surrounding landmarks shown.



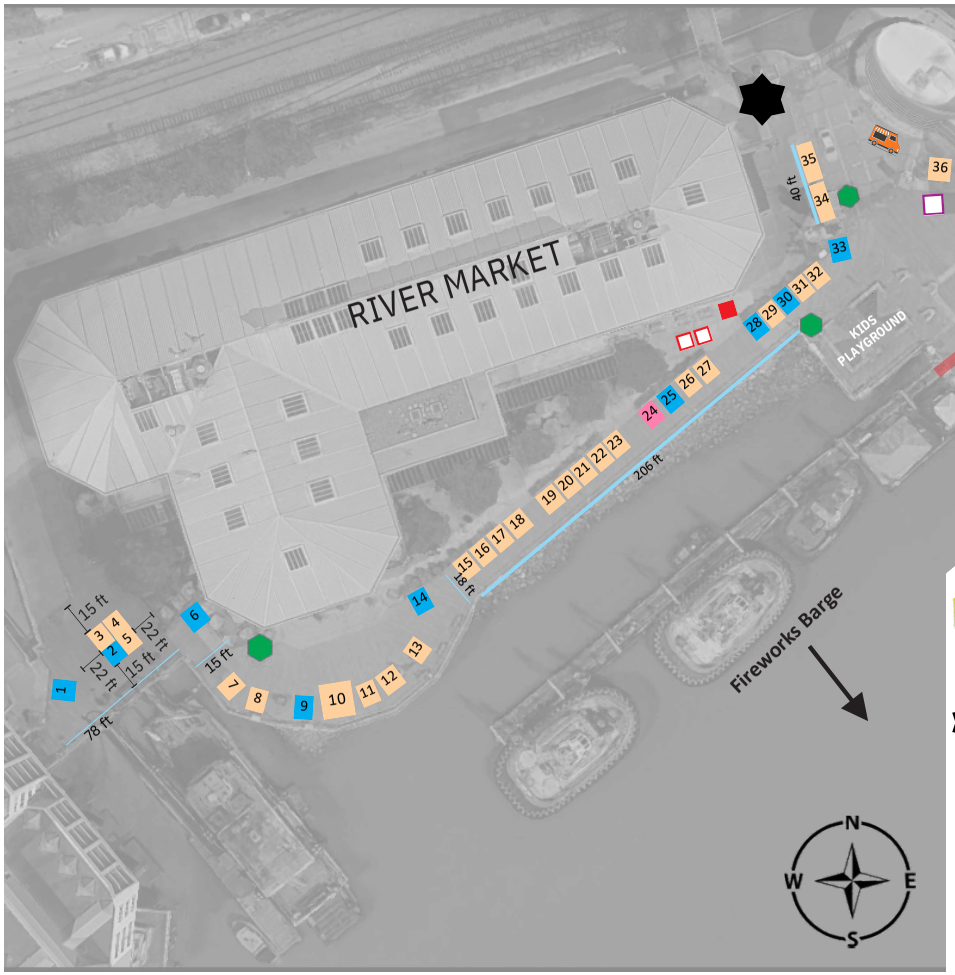

**Hyack Festival Tipperary Park, New Westminster May 24th ,2025**

**Food Trucks**

F1 Hugs Mini Donuts 6 ft
F2 Crema Ice Cream & Desserts 7ft
F3 Mahshiko food ltd. 23ft in length, 8ft in width
F4 Shameless Buns 20ft L X 9ftW
F5 Kona Ice of Chilliwack 20 feet by 10 feet
F6 Odd Burger 25 feet by 10 feet long, 13 feet high.
F7 Dos Amigos 24ft x 8ft -
F8 TORNADO POTATO 25FT X 8FT
F9 Planted Love 23x11x9
F10 Old Country Pierogi 21.0ft x 7.0ft
F11 Roasted Revolution 19 feet x 7 feet

# Appendix B
## Site Plan Example

- Easy to read layout with simple icons and color-coded.
- Key locations labeled such as stage, vendors, first aid and toilets.
- clear legend explains all symbols
- Food vendors clearly marked.




## Legend

- Volunteer Tent
- Hyack Info Booth
- St. John's Ambulance
- Old Country Pierogi
- Stage (20 x 20)
- Entertainment Tents
- Portable Toilets (1 Standard, 1 Accessible)
- Garbage + Recycling Bag Holders
- Food Vendor
- Kids' Zone
- Event Sponsor
- Vendor
- Photobooth

1. Primos Street Eats (Cooking)
2. Lee's Donuts
3. Recycle BC
4. Recycle BC
5. New Westminster Fire Department
6. Interflavours Popsicles
7. Manzar Jewelers
8. Pancha Ancestral Design
9. Chai Wagon
10. BCLC (20 x 20)
11. Orient Treasurers
12. Telus
13. Starlight
14. Japadog (Cooking)
15. Sissay Arts and Crafts
16. Sissay Arts and Crafts
17. Lilac Rain Crafts
18. Evo
19. Alex and Leigh Handmade
20. Psychic Gia
21. Peach Blossom Dream
22. Work BC
23. Zesty Lemon Clothing Co
24. Photobooth
25. Mukasi Coffee Roasters
26. Cursive and Prints
27. Last Door Recovery
28. Creme Brulee To Go
29. Chroma Nostaa Designs
30. Bak'd Cookies
31. Tourism NW
32. Churi
33. Gary's Kettle Corn
34. JJ's Hot Cobs
35. Hugs Mini Donuts
36. Fraser River Discovery Center
37. Lemon Heaven (15 x 15 ft)
38. Sweet and Salty Foods (Cooking)
39. The Nem (Cooking)
40. Banana Bike
41. Queen's Park Dental
42. Fresh Prep
43. Skunk Bath and Soap
44. Vici Learning
45. Furis
46. Honourable Guard
47. Honourable Guard
48. Kids' Zone (Face Painting)
49. Kids' Zone (Lego)
50. Kids' Zone (Colouring and Tattoos)
51. Kids' Zone (Sponsors)
52. Sharbaat (Cooking)
53. Sharbaat (Dessert)

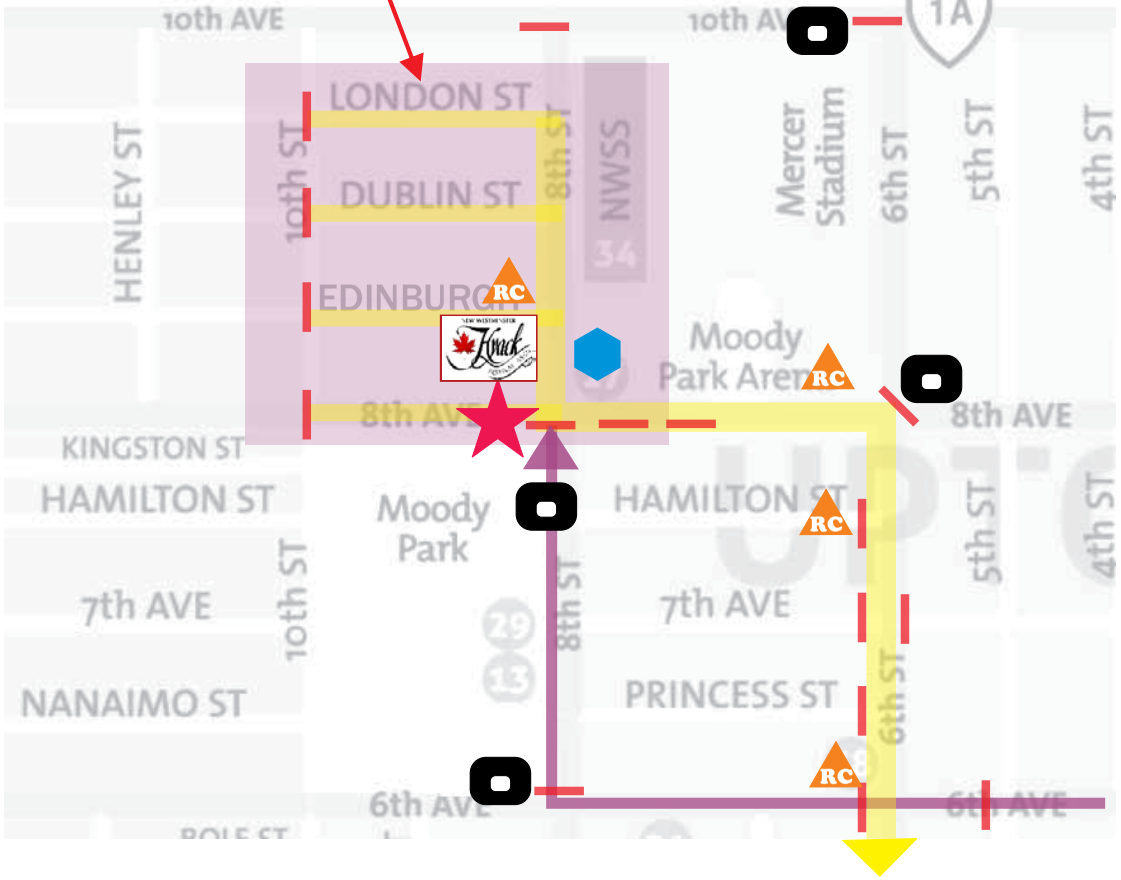
**HYACK FESTIVAL'S SUMMER MUSIC & FIREWORKS FESTIVAL SITE MAP**

August 23, 2025

Hyack Festival Association
604-522-6894 | events@hyack.bc.ca

# Appendix B
## Parade Route Example

- ✓ Clear parade route
- ✓ Easy to read
- ✓ Legend explains symbols
- ✓ Important location marked
- ✓ Barricades and routes show







## KEY

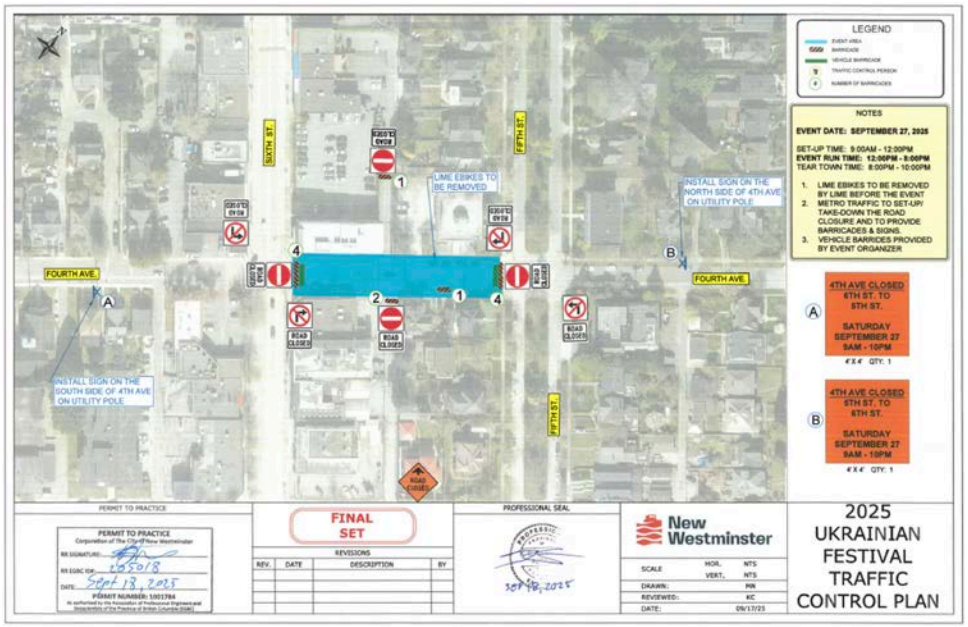
- Parade Route
- Barricades
- Escort Route to Marshalling Area
- Toilets
- St Johns Ambulance (11:30am-4pm) and Lost & Found
- Hyack Registration
- Police
- Radio Club

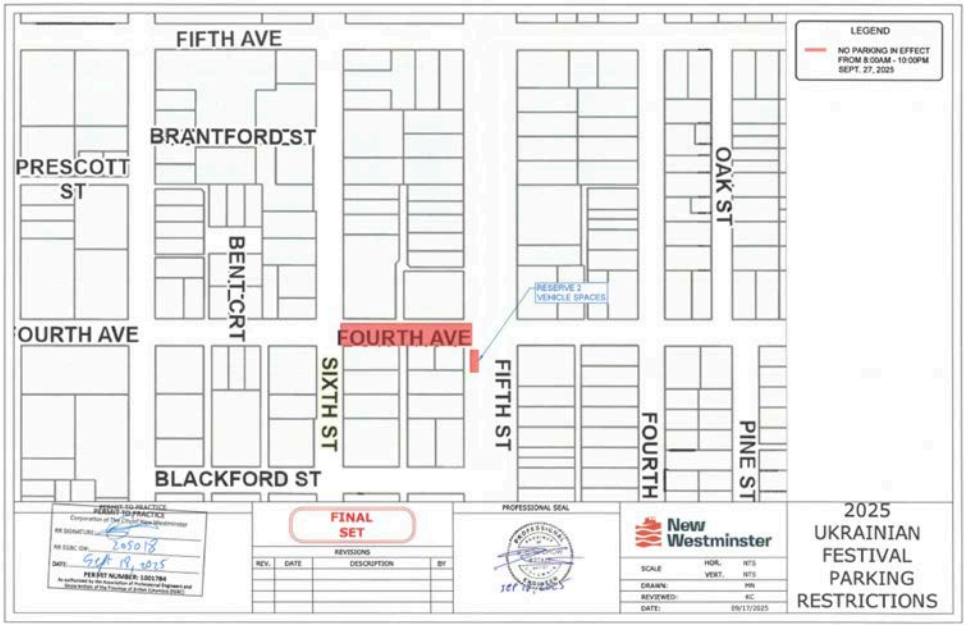
# Parade Assembly Area Site Map
## Hyack International Parade
## May 24, 2025

Hyack Festival Association | 604-619-19-65 | paraderegistration@hyack.bc.ca

# Appendix B

## Parking Impact Examples



New Westminster

newwestcity.ca

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