



## **City of Dearborn Block Parties** **How to obtain a Block Party License via BS&A**

**[Getting There: Click Here](#)**

**Step 1:** On the BS&A permit form, the applicant must first click “apply for a permit.” Enter the address of the property where you’re holding the block party. You will click “other” in the area asking for the type of work.

The screenshot shows a progress bar at the top with five steps: 1. Select a Property, 2. Enter Permit Details, 3. Enter Applicant Information, 4. Estimate Permit Fees, and 5. Submit Application. Below the progress bar is a 'Search for a Property' section. It contains instructions for homeowners and contractors, and a search form with fields for Address, Name, and Parcel Number, and a search button.

**Step 2:** Select “Residential” on the Permit Details page.

- Select “Other” for the type of work.
- Select “Block Party” as the permit category.

The screenshot shows the 'Enter Permit Details' section. It includes a note about being descriptive in the work description. Below that, there are three dropdown menus: 'Is this Property Commercial or Residential?' (set to Residential), 'Is this for Building, Electrical, Mechanical, Plumbing, Engineering, Fire, or Other work?' (set to Other), and 'Select the permit type for which you wish to apply' (with 'Block Party' selected). A 'Next' button is at the bottom right.

### Step 3: Select “Block Party” from the Permit Category

- In the Description Box type “Block Party.”
- Enter the day of your party. If you have an alternative date, add that to the description field above using “Alternate Date MM/DD/YY.” Only one alternate is allowed per permit requested.

#### Enter Permit Details

Please be descriptive in your work description to ensure timely processing of your permit application request. Please note if your work is part of a larger project. Failure to include all scope of work may result in additional fees.

Have an existing project? [Link to existing project requirement](#)

#### Permit Details

Block Party Permit Type selected. [Click Here](#) to select a different Permit Type.

\*\*In the description box, please list the Date, Time, and Location of the Block party.

Select the permit category \*  
Block Party

Please describe the work to be done in detail \*  
I would like to have a block party on April 26 from 7-11 p.m. at the corner of Outer Drive and Polk.

#### Application Details

##### Custom Fields

Start Date  
04/26/2026

Next →

### Step 4: Enter the applicant's information.

- There is a \$25 fee for block parties

#### Estimate Permit Fees

The fees listed below are only an estimate. You will pay your initial application and applicable plan review fees AFTER your application has been accepted by our staff. All remaining fees for your permit application will be added after plan review has been completed. You will be notified when your invoices are available to pay.

Payment is not required at the time of submitting your online application. After our staff has reviewed your application, you will be notified when your invoice is available to pay.

Available Fees		Selected Fees		
Fee Description	Category	Fee Description	Quantity	Fee
No online fees are configured.		No fee items selected.		
		Administrative Fees		
		Block Party	1.00	\$25.00
		<b>Total Estimated Fees</b>		<b>\$25.00</b>

Next →

### Step 5: Attach the following documents:

- Photo ID

- **Neighborhood Signed Petition**

After reviewing all the information for your block party on the final page, click "Submit." Our team will review your application and send you an email notification when it has been approved and is ready for online payment.

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