



City of Rancho Cordova Department of Public Works
2729 Prospect Park Dr., Rancho Cordova, CA 95670 (916) 851-8710

PERMIT NUMBER: _____

Application for Street Use Permit

Thomas Bros. Map: _____

1. Application is made for permission to encroach on City highway right of way for the activity described below on:

_____ between _____
(Name of Road) (Cross Roads or Address)

2. Description of Activity:

(a) Kind: _____
(Parade, Street Closure for Group Function: Dance, Music Festival, Block Party, Etc., - Be Specific)

(b) Participants: _____
(Number of Each – Walkers, Cars, Bicycles, Horses, Floats, Etc.)

Starting Time: _____ Date: _____ Completion Time: _____ Date: _____

- 3. Attach 1 map or sketch to application. See back of application under traffic control for details required.
- 4. Applicant shall contact Regional Transit and the local fire departments (as applicable) serving the area covered by this permit to learn and comply with their requirements and additional instructions, if any.
- 5. This application must be completed, with all required attachments, and submitted to the City Public Works Department at the above address at least 30 days prior to the activity starting date.
- 6. Departmental review will be completed within 30 working days of the application date. Permit, if approved, will be mailed to the applicant (or applicant will be notified of denial) no later than 3 days prior to activity starting date, if not called for at the City Public Works Department (address above).
- 7. Attention is directed to the General Provisions and Specific Conditions printed on the reverse side of this permit and to any special provisions attached hereto and made a part thereof.
- 8. Time limit is 10:00PM Sunday – Thursday and 12:00AM Friday and Saturday.
- 9. The City Public Works Department may require a Certificate of Liability in the amount of \$2,000,000 for certain events, such as parades, fun runs, marathons, etc. (See Insurance Addendum sheet).

In consideration of the granting of this application, it is agreed by the applicant that the City of Rancho Cordova and any officer or employee thereof shall be saved harmless by the applicant from any liability or responsibility for any accident, loss or damage to persons or property, happening or occurring as the proximate result of any activity undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the applicant. It is further agreed that if any part of the activity interferes with the future use of the highway it must be removed or relocated, as designated by the Director of Public Works, at the expense of the applicant or his successor in interest.

Application Date: _____	Applicant: _____
Signature: _____	Address: _____
Phone No.: _____	_____

Space for Sketch or Additional Details	<p style="text-align: center;">PERMIT AUTHORIZATION</p> <p>Permit Fee: \$</p> <p>This permit shall be void unless the activity herein contemplated shall have been undertaken and completed according to the times and dates established above and is not transferable</p> <p>Application approved subject to conditions included and implied and is revocable at any time.</p>
SEE ATTACHED CONDITIONS AND PLAN (CONSULT THE YELLOW PAGES FOR SIGNS AND BARRICADES)	<p>By: _____ Date: _____</p>

GENERAL PROVISIONS

PERMIT: This permit is issued in accordance with Sections 21100 and 21101 of the California Vehicle Code and Title 10 of the Rancho Cordova Code.

PERMITEE: No permits will be issued unless signed by a person or persons 21 years of ages or older.

APPROVAL: This permit is subject to the approval of the California Highway Patrol and the Rancho Cordova Police. Either of these agencies may add additional requirements, conditions, or restrictions and may request the Director of Public Works deny this permit in the interest of public safety if any specific requirements are imposed by any of these agencies, the applicant shall be responsible for any contact with them necessary for fulfilling the additional requirements.

ACCEPTANCE OF PROVISIONS: It is understood and agreed by the Applicant that the undertaking of activity under this permit shall constitute an acceptance of all the general and specific conditions hereof.

KEEP PERMIT ON SITE: This permit shall be kept at the site of the activity and must be shown to any representative of the Public Works Department.

MINIMUM PUBLIC DISTURBANCE: Loud music, noise, and other disturbances must be kept to a minimum consistent with the wishes of adjacent property owners and occupants and the affected public. Disturbance complaints will result in possible enforcement action and denial of future street use permits.

MINIMUM INTERFERENCE WITH TRAFFIC: All activity shall be planned and carried out so that there will be the least possible inconvenience to the traveling public.

FEES: There shall be no fee or charge required for vehicles or persons to enter or leave or use a City highway.

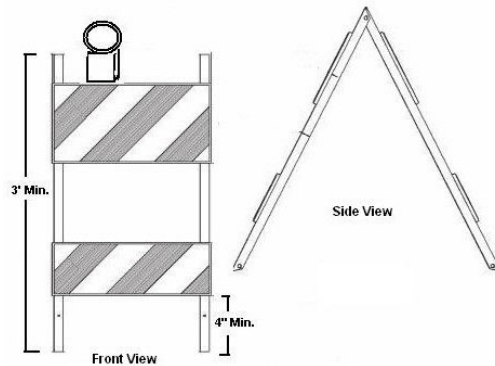
TRAFFIC CONTROL: Permittee shall take adequate precautions for the protection of the traveling public. Barricades, red lights, warning signs, and flagmen, where necessary, shall be maintained until all obstructions are removed and the roadway is safe for the use of the traveling public. Highways shall not be closed or traffic lanes blocked unless specifically permitted on this permit. No structure shall be placed in any public street which would impede the movement of vehicles except for movable barricades as authorized herein. Access to a closed street shall be denied to through traffic by placing wooden barricades across the closed street at each intersection with another public street. These barricades shall be placed approximately 10 to 20 feet away from the intersection and shall not impede the movement of vehicles along the intersecting street. Access to a closed street shall be provided for local traffic and emergency vehicles at all times by leaving a 10-foot gap in the barricading at each location where access is controlled.

A street closure on a residential street which complies with the requirements of the section below on street closures for non-public purposes will normally require no traffic control or directional signs other than the barricades and "Road Closed" signs described in the following sections on barricades and signs. The road closure locations must be shown on a sketch or map.

In addition to meeting the specific conditions indicated below, parades or similar activities may require a detailed traffic detour plan. A traffic detour plan will normally not be required in the case of 30 or fewer legally registered vehicles with a route generally along minor streets provided not more than 1/2 mile of the route is on a major arterial street of 4 or more lanes in width. In addition, the parade speed on the major street must be at least 1/2 of the posted speed limit. Another example of an event which would not require a detour plan is a walk-a-thon in which all the streets on the route have adequate provisions for pedestrians, the walkers are sufficiently spread out, and they obey all traffic laws.

Some activities will require a complete detailed traffic detour plan. An example is a parade with floats, walkers, or horses on a major street. Another example would be a community function which requires closing a major street. In some cases traffic may be able to be detoured onto two lanes of a 4-lane street while in other cases an alternate route around the parade route will have to be provided for traffic. When horses are used in a parade, they must be separated from the traffic by a median island or a vacant traffic lane. A complete detour plan shall include all required signs, barricades, delineators, etc., for safely detouring traffic around the street closure. If it is not clear whether an activity will require a detour plan and/or a street closure, the prospective permittee should contact the Public Works Department before submitting the permit application.

BARRICADES: Wooden barricades shall have the dimensions as shown in the Drawing. The standard marking for barricades shall be alternate black and white sloping stripes, but black and yellow stripes or all white or all yellow barricades are acceptable. When striping is employed, each barricade rail shall be marked with alternate black and white (or yellow stripes of 4 inch to 6 inch widths at an angle of 45 degrees).



Each barricade used at night shall be effectively reflectorized or illuminated and shall be equipped with a battery operated barricade flasher having the following characteristics:

- HEAD ASSEMBLY:** The head assembly shall consist of two lenses for bi-directional operation. The two lenses shall be circular in shape, 7 inches in diameter. Each lens shall have a 1/2 inch wide perimeter of reflex reflecting median as an integral part of the lens. The color of the lens shall conform to the USASI D. 10. 1 yellow signal lens specifications.
- OPTICAL REQUIREMENTS:** The minimum effective intensity shall be 3.5 candles maintained within an elliptical pattern 9 degrees on each side of the vertical axis, and 5 degrees above and 5 degrees below the horizontal axis.
- FLASH RATE:** The flash rate shall be 55 to 75 flashes per minute.
- DWELL TIME:** The minimum dwell time shall be 150 milliseconds. Battery operated barricade flashers should be mounted a minimum of 3 feet above the roadway.

SIGNS: At least one sign reading "Road Closed" shall be placed at each barricaded intersection. Each sign shall measure at least 48 inches by 30 inches and shall have 8 inch black letters on a white background. Each sign shall be mounted on a barricade as described above and shall be effectively reflectorized or illuminated if used at night.

SPECIFIC CONDITIONS

PARADES:

- A suitable map or sketch must be furnished in quadruplicate legibly showing the parade route including direction of travel on each City road and points of beginning and ending.
- This permit does not authorize any violations of the California Vehicle Code or of any other laws, codes, or ordinances affecting the location concerned.
- Parade routes should be restricted, whenever possible, to roads with low traffic volumes. Parades with routings along or crossings of arterial streets are in general undesirable and may not receive permit approval.
- "No person shall operate a vehicle, or join in or be a member of any procession, parade or assemblage on any public highway without a permit first having been issued by the Director. No permit shall be valid on an arterial or through highway during the hours of 4:00 PM to 6:00 PM or during the hours of darkness or between the 10th of December and the 26th of December in any year" (Rancho Cordova City Code, Title 10.32.020).
- The applicant is responsible for the clean up of the roadway of all debris deposited by the parade participants or spectators immediately after the parade. The applicant is further responsible for clean up of the highway right-of-way outside the roadway and adjacent property of any parade related debris within two hours following the parade.
- A written agreement must be submitted including the signature and address of each property owner and in the case of leased establishments/each business owner on a street to be closed and shall indicate any each property owner's agreement with or objection to the street closure at the time and date proposed. This agreement must be completed and attached to the permit application before the application will be considered.

STREET CLOSURES FOR NON-PUBLIC PURPOSES:

- Street closures are allowed only on the following types of residential streets:
 - A cul-de-sac or dead-end street intersecting another residential street.
 - A circle not greater than 1/2 mile in length intersected by another residential street.
 - A residential street or portion thereof not greater than 1/2 mile in length, intersected by two other residential streets, where a route equivalent to the closed streets exists within 1/2 mile of the closed street.
- Street closures are not allowed on arterial streets or streets where the speed limit is greater than 25 MPH.
- Street closures must be made at intersections; therefore, no less than one block segments shall be considered for approval.
- Street closures shall be allowed only until 10:00 PM on Sunday through Thursday and until 12:00 PM on Friday and Saturday. The closure shall be removed sooner if so specified on the permit.
- A written agreement must be submitted including the signature and address of each property owner on a street to be closed and shall indicate each property owner agreement with or objection to the street closure at the time and date proposed. This agreement must be completed and attached to the permit application before application will be considered.
- The permittee shall provide all required barricades and signs as specified under General Provisions and shall be responsible for their placement and maintenance. Signs and barricades of the approved type can be obtained commercially on a rental basis.