



EVENTS AND SERVICES APPLICATION POLICIES AND INSTRUCTIONS

General Information

The City of Provo recognizes special events as valuable to the community. In the City's role of both support and regulation of special events, City departments must operate in a consistent and coordinated manner. Although special events may be distinguished from continuing service functions for some departments, special events constitute an integral component of a departments' overall support service obligation.

A special event is defined as an activity or series of activities, specific to an identifiable time and place, produced in conjunction with community organizations often held on public property. Such events may include but are not limited to filming, protests and rallies, block parties, fund raisers, street parties, runs, races, walks, and other community events. They may occur on streets and/or sidewalks, parks, and other City-owned property. They may also include mass gatherings as defined in the city ordinance. For the purposes of this policy, special events shall not include privately sponsored events (unless a Mass Gathering) which rent space inside city facilities. Most functions or special events located on private property will not require a permit, but will be required to comply with all city ordinances including road closures, noise level and noise curfews.

Provo River Parkway Trail/Parks

If your event requires the use of a Provo City trail including the Provo River Parkway Trail or one of the Provo City parks, please refer to the Park Use Guidelines included in this application. As with all Special Events, you will be required to fill out application pages 1-4 along with Section F all other applicable sections pertaining to your event. The Provo River Parkway Trail is designed and is maintained for use by the general public as part of the Provo/Jordan River Parkway system. The trail serves as a non-motorized recreation/transportation corridor where citizens and visitors to Provo may walk, run, or leisurely ride bicycles or inline skate. The Provo River Parkway Trail may not be used for bicycle races. Small scale running races may be allowed on a limited, not-for-profit basis, so as to allow continuous public access and safety on the trail.

The Application

The Events and Services application is required for all special events. Pages 1-4 are required for every event all other supplemental forms are to be completed as needed.

Deadlines

Applications submitted fewer than 90 days before the proposed special event will not be refused, however there is no guarantee that the special event permit will be issued. Larger events will need to abide by the 90 day rule. Please do not print brochures, packets, maps, advertisements, etc., or circulate promotional information until the City has approved your event. The City will not be responsible for printed materials, promotional items, etc., if dates, locations, and/or other requested services are denied, amended, or changed during the permit process. An application may not be submitted more than 18 months in advance of an event's proposed date.

Mass Gathering

"Temporary Mass Gathering" or "Gathering" means an actual or reasonably anticipated assembly of 1000 or more people, which continues or can reasonably be expected to continue for two or more hours per day at a site for a purpose different from the designed use and usual type of occupancy. A temporary mass gathering does not include an assembly of people at a location with permanent facilities designed for that specific assembly, unless the designed occupancy levels are exceeded. Utah Administrative Rule 392-400.

Noise Ordinance Exception

Any event whether on Public or Private property that will last past 10:00 pm, will require a signed authorization noise ordinance exception (Provo City noise ordinance 9.19.120) from the Mayors Department. A letter requesting the noise ordinance exception needs to have the following information: Date of event, start and end time, address of event, name of organizer/party responsible for the event, email and phone number of organizer, description of your event, and specify if it is on Public or Private property. Contact Jessy at 801-852-7834 or email her at licensing@provo.utah.gov.

Permit Fee (Per consolidated fee schedule)

Application Review fee: \$50 (Mandatory for all events and non-refundable)
Fees collected by the Engineering Department if appropriate to your event, and are due at the time the permit is issued.

- » Traffic control plan review: \$75 (for permits requiring multiple traffic control plans only)
- » Street closure: \$200 * Closing the street without permit; 4x the permit fee

The following fees are required where closure exceed 24 hours or where multiple daily closures are required;

- » Local street (per lane/per day) \$150
- » Arterial street (per lane/per day) \$250
- » Side walk, parking bike lanes, shoulders, trails (per block/per day) \$50

Special Parks Use and Trail Use Fees

For events where attendees exceed reserved pavilion capacity or where multiple areas of a park are being used for an event	\$200
Trail use fee/base up to 200 participants	\$200
Up to 500 participants	\$1 per person
More than 500 participants (Base fee plus)	\$0.50 per person

* Fee collected by Parks and Recreation Department, if appropriate for your event, will be collected during the review process.

Police Services

Security Details- If your event is expecting and excess of 750 attendees you will be required to hire a minimum of two off duty Police Officers or license security guards. For every additional 750 expected attendees, you will be required to hire additional security.

Traffic Details Police Officers will be required to direct traffic at each signalized intersection during any event that is being held on a public street, excluding a full street closure.

Cost of Services- There is a minimum three hour charge for all police services. Event sponsors should expect a minimum \$50 charge per each assigned Officer per hour.

* At the completion of each event the person requesting services shall receive an invoice for Police services.

Fire

All special events must have a medical plan. The most basic plan for small events with a low medical risk assessment is the designation of an event representative to call 9-1-1, and a representative on site with CPR certification, and first aid skills. Events with a high potential for risk are required to implement an appropriate medical plan to address the specific needs of service provider is **REQUIRED** Provo Fire and Rescue, or the Provo 311 response.

It is your responsibility to ensure that all medical support personnel whether paid, or volunteer have the appropriate licensing, certification as per the State of Utah Department of Health, or the Bureau of Emergency Medical Service (BEMS), and insurance to provide services requirements, and will evaluate these requirements based on a number of factors related to your specific event.

To assist you in determining the appropriate type of medical services for your event, Provo Fire and Rescue has developed the following matrix of emergency medical service recourses which can be used as a guide-line in developing your medical plan. Fees collected by the Fire Department if appropriate to your event.

Advanced Life Support (ALS) transport fees \$150/hr a 2 hour maximum.

MATRIX

Event Type	Anticipated crowd size	Knowledge of CPR and access to 911	First-Aid Station First-Aid trained or EMT	First-Aid Station with Nurse and water	First-Aid station with a PA or Dr	Paramedic Ambulance (ALS)	Mobile teams: Bike ATV Foot Patrols
Concerts Music Festivals	<2,500	Required	Required	Recommended			
	2,500-15,000	Required				Required	
Street Fair	15,000-50,000	Required		Required	Recommended	Required	
Block Parties	>50,000	Required			Required	Required	
Athletic Sporting Events	<2,500	Required	Required	Recommended			
	2,500-15,000	Required		Required	Recommended	Recommended	
	15,000-50,000	Required			Required	Required	Required
	>50,000	Required			Required	Required	Required
Parades	<2,500	Required	Required				
Public Assembly	2,500-15,000	Required	Required	Recommended		Recommended	
	15,000-50,000	Required		Required	Recommended	Required	Required
	>50,000	Required		Required	Recommended	Required	Required
Conference Conventions	<2,500	Required	Required				
	2,500-15,000	Required	Required	Recommended			
	15,000-50,000	Required		Required		Required	Required
	>50,000	Required		Required	Recommended	Required	Required

Insurance Requirements

Insurance is required for special events unless the event is a public assembly that qualifies for an exemption. Applicants required to provide insurance may choose one of the following options.

- 1) A certificate of insurance with coverage of at least \$1 million per occurrence with a \$2 million aggregate limit naming Provo City, its officers, employees and volunteers as additional insured. Required coverage limits will be determined based on the type of event, number of participants and other relevant risk factors. The certificate must also state that coverage will not be canceled without ten days prior written notice to the City.
- 2) Applicants may choose special event insurance coverage through the City's insurance carrier by completing an application and paying the Tenant User Liability Insurance Program (T.U.L.I.P) policy premium. Applicants shall also execute a standard City indemnification agreement if required to provide insurance.

Review Process

Event applications are reviewed by the City's Special Events Review Committee, including representatives from the Mayor's office, Police Department, Fire Department, Administrative Services, Public Works Department and Parks and Recreation Department. The Committee will look at the impact of the proposed event, the logistics of the event, the requested and required city services for the event (if any), and whether all other licenses, insurance permits and agreements are in place. At each stage of the review, the events coordinator will contact the applicant by email and advise of the status of the review.

For more information on special event permitting, contact a Provo 311 Licensing Representative at 801-852-6000.



311

CUSTOMER SERVICE

SPECIAL EVENTS QUESTIONNAIRE

Mark the box(s) that apply to your event. Mandatory documentation is listed under each event as well as other documentation if applicable. All documentation that apply needs to be turned in at the time of submission along with the appropriate fees.

Paper work and fees that must accompany your application: If applicable, added forms:

- Private assembly on Public property (Weddings, birthdays, Company parties)
 - Liability insurance
 - \$200 Park Use Fee (section F)
 - \$50 review fee
 - Tent 200 sq feet or larger inspection by Fire prior to event
 - Bounce houses or large inflatable toys liability insurance
 - Pavilions/parks reserved with proof
 - Placement map of all areas being utilized outside of pavilion.
 - Noise ordinance approval if music will go after 10 pm.
 - Canopy 400 sq feet or larger inspected by Fire prior to event
 - Attach a Medical Plan

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- Block Party
 - Traffic control plan/street closure permit
 - Liability insurance
 - Road closure signed petition (section D)
 - \$50 review fee
 - Noise ordinance approval if music will go after 10 pm
 - Tent 200 sq feet or larger/inspected by fire
 - Canopy 400 sq feet or larger/inspected by fire Department prior to event
 - Temporary sales tax number-if there will be sales
 - Attach a Medical Plan

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- Parade
 - Liability insurance
 - Traffic control plan/street closure permit
 - Map and Description
 - Road closure signed petition (section D in packet)
 - Downtown Provo Inc., (which includes 500 W-University (DPI) approval contact Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147
 - \$50 review fee
 - Attach a Medical Plan

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- Concert
 - Mass gathering permit (See instructions on page ii)
 - If held in a park, \$200 Park Use Fee (section F)
 - Liability insurance
 - Traffic control plan/street closure permit
 - Road closure signed petition (section D)
 - Map and description
 - 90 days notice
 - \$50 review fee
 - Bounce houses or large inflatable toys liability insurance
 - Canopy 400 sq feet or larger/inspected by fire Department prior to event
 - Tent 200 sq feet or larger/inspected by fire Department prior to event
 - Pavilions/parks reserved with proof
 - Attach a Medical Plan
 - Downtown Provo Inc., (which includes 500 W-University (DPI) approval) contact Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147

Paper work that must accompany your application

If applicable, added forms

Marathons, walks, runs

- Detailed map and description, providing all coordinates, intersections or street addresses
- Liability insurance
- \$50 review fee
- Traffic control plan/street closure permit
- Attach a Medical Plan
- If held on a trail, Trail Use Fee (section F)
- Bounce houses or large inflatable toys liability insurance
- Park pavilion(s) reservation confirmation
- Trail use and Park use fees

90 days notice if a very large group

Downtown Provo Inc, (which includes 500 W-University) (DPI) approval contact Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147

Protests/Rallies/Pickets

- Liability insurance
- Map and description
- \$50 review fee
- If held in a park, \$200 Park Use Fee (section F)
- Park pavilion(s) reservation confirmation
- Map location and description

Attach a Medical Plan

Downtow Provo Inc, (which includes 500 W-University (DPI) approval contact Quinn Peterson at Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147.

Filming

- Liability insurance
- Map and description
- \$50 review fee
- If held in a park, \$200 Park Use Fee (section D&E)
- Park pavilion(s) reservation confirmation

Pavilion/parks reservation with proof (section F)

Street closure permit

Attach a Medical Plan

Downtown Provo Inc., (which includes 500 W-University (DPI) approval contact Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147

Carnivals or Festivals

- Liability insurance
- Detailed map and description, providing all coordinates, intersections or street addresses
- Traffic control plan/street closure
- Canopy 200 sq feet or larger, inspection by Fire department prior to event
- Tent 200 sq feet or larger, inspection by
- 90 days notice
- Temporary business license
- Temporary sales tax number
- If held in a park, \$200 Park Use Fee (section F)
- Park pavilions(s) reservation confirmation
- Bounce houses or large inflatable toys liability insurance

\$50 review fee

Downtown Provo Inc., (which includes 500 W-University) (DPI) approval contact Quinn Peterson at Quinn@downtownprovo.org or call 801-372-6147

Attach a Medical Plan

City-sponsored Events

If your event is a City sponsored or cosponsored event, please provide with your application signed documentation from the Mayor's office so that fees may be adjusted accordingly.

Mayor's approval in writing

Liability insurance waiver

Mass gatherings (proof of approval is required to be attached to application).

\$50 review fee

Liability insurance

Attach a Medical Plan

- Before being issued a license, the applicant shall first determine the maximum number of people which will be assembled or admitted to the location of the assembly.
- The maximum number shall not exceed the maximum number which can reasonably assemble at the location of the assembly in consideration of the nature of the assembly.
- Any person who violates any provision of this Chapter, shall be guilty of a misdemeanor.

Per Provo City Code-large Public Assemblies. Chapter 6.20. For more details, see Provo City Code Chapter 6.20.020

To acquire a mass gathering permit, log on to utahcountyonline.org, or you may visit them at 151 S University Ave. Provo.



Office Use Only	
Permit #	_____
CMEV	_____ \$50 _____
CC	_____ CK _____ Cash _____
CSR Initials	_____
Date	_____
Park fee	_____

SPECIAL EVENTS AND SERVICES APPLICATION

Name of Event _____

Date of Event _____ Type of Event _____

Setup Time Start _____ Event Start Time _____ Event End Time _____ Take Down Time _____

Location of Event _____

(Attach a Map showing Location and/or Route)

Number of Participants Expected: _____

Please describe your event, be specific

CONTACT INFORMATION (Mandatory for acceptance)

Contact Name _____

Address _____ City _____ State _____ Zip _____

Home Phone _____ Cell Phone _____ Work Phone _____

Email Address _____ Fax _____

BILLING INFORMATION (Mandatory for acceptance)

Billing Name: _____

Mailing Address _____

City _____ State _____ Zip _____

Home Phone _____ Work Phone _____ Cell Phone _____

Email Address _____ Fax _____

Application fee must be received before your application will be processed. Include a check with your application form made out to Provo City or call Provo 311 at 801-852-6000 to pay with a credit card.

Does your event include the following: Please answer each question
(Public property includes: city-owned land, streets, sidewalks, facilities and parks)

	Yes	No
Community event on public property (If yes, complete Section A)		
Event using Provo City streets or sidewalks (If yes, complete Section B)		
Event involving more than 500 participants on private property (If yes, complete Section A)		
Block Party (If yes, complete Section A & C)		
Filming on public property (If yes, complete Section D & E)		
Rally or protest on public property (If yes, complete Section G)		
Does your event involve a Park or Trail use (If yes, complete Section F)		

Notice:
If your event requires more forms than you have provided, the department requesting the additional forms will contact you.

PLEASE COMPLETE THE APPROPRIATE SUPPLEMENTAL FORMS BASED ON THE TYPE AND SCOPE OF YOUR EVENT

As a condition for receiving a special event permit, I agree to reimburse the City and/or Applicant for the necessary requested support services provided by the City.

Signature of Applicant _____ Date _____

Please Print & send the form and attachments to:

Hand Deliver

Provo 311 Licensing Representative
351 West Center St.
Provo, UT 84601

All documentation and fees need to accompany your application at the time of submission. Any missing documentation or fees, will cause your application to be rejected.

If your event is canceled or rescheduled after the permit is issued and fees are paid, another application will need to be submitted and another \$50 review fee is required.

Section A: Community Event/Block Party/ Public Assembly

Attach a detailed map of the location showing where activities will take place

	Yes	No
Will this event interfere with or interrupt pedestrian traffic?		
Will this event interfere with or interrupt vehicle traffic?		
Will this event require closing a street?		

(Road closure requires the applicant to obtain a street closure permit from the Engineering Department.)

	Yes	No
Will this event involve music or other amplification?		
Please describe the source of music or amplification		
Will food be served at this event?		
Will the food be served by a caterer?		
Will the food be cooked on site?		
Will any funds or proceeds be collected from this event?		
Will a fee be charged admission?		
Will products be sold at the event?		

List available parking including the number of spaces available:

Trash Services

Describe your plan for disposal of all garbage (Where disposed, type of containers,etc)?
How many garbage containers will be used?

What Provo City Services do you anticipate needing for the event?

Note: Attach a Medical Plan (see Matrix)

Section B: Street or Sidewalk Closure

Provide a legible, detailed Traffic Control Plan showing intersections, roads, and sidewalks affected by this event. Please show and/or include the following information:

- Location of Barricades and signs
- Barricade and sign types
- Police and flagger locations
 - Flaggers must be certified
 - Volunteers are not allowed to direct traffic
- Detour routes with location of detour signs

Please be aware:

- The applicant will be responsible to rent traffic control devices from a licensed barricade company.
- Provo City does not provide barricades or signs.
 - The applicant agrees to provide, at their own expense, traffic control devices and signs which will be conspicuously displayed and lighted if the event takes place prior to dawn or after dusk.
- Full street closures must be barricade at all intersections.
 - Traffic will not be permitted to make U-turns.
- Police officers are required at all intersections that are controlled by a traffic light.
- The applicant agrees to assume all liability of the applicant's use of the street during the specified period.

For every 750 people expected to attend, provisions for not less than one security guard licensed under the Utah Security Personnel and Licensing and Regulation Act must be provided.

- Provo City does not provide barricades or signs.

Attach the Traffic Control Plan to the Street Closure Permit application, inclusive of all of the information described above and submit to the Engineering Department.

What Provo City services do you anticipate needing for the event?

Have you attached your traffic control plan? YES___ NO___

For a block party, which will close a street, also complete Section C

Section D: Filming Application

General Terms and Conditions for filming to which the applicant agrees:

1. The permit provided with the approval of this application must be kept in the possession of the applicant at all times while on location and must be made available for inspection when requested by City authorities or the public.
2. Applicant agrees to comply with all applicable Federal, State and Local laws, ordinances, regulations and rules.
3. In the event an authorized representative of the City finds that the activities being conducted by the applicant endangers the health and safety of any person or that said activities are or will cause damage to real or personal property, said representative at his sole discretion, may suspend, cancel or amend this permit at any time without incurring any liability to the applicant.

If any changes occur to the scope authorized by the permit, the Applicant must contact the Provo City Police Department at 801-852-6211 immediately.

We hereby accept this permit and agree to abide by the terms and conditions hereof. The undersigned hereby personally covenants, guarantees and warrants that he/she has the power to obligate the filming company to the terms and conditions hereof.

Media Organization _____

Country of Origin _____ Network Affiliation _____

Location of Manager _____ Cell Phone _____

Location of Asst. Manager _____ Cell Phone _____

Signature _____ Date _____

Section E: Filming Information

Film Start Date: _____

Film End Date: _____

	Yes	No
Does filming involve more than 4 people?		
Does filming involve restriction of public access including stopping or disruption of vehicular or Pedestrian traffic?		
Does filming require vehicle access adjacent to the filming location?		

(If yes was marked on any item, please complete Part 1, if not, proceed to Part 2)

Part 1: Crew Information

Number of crew members: _____

Number of vehicles: _____

Part 2: Location Information

Location	Date	Time	Type of Shot

What Provo City services do you anticipate needing for the filming?

SECTION F: Special Parks and Trail Use

Park or trail area requested _____

Pavilion #(s) _____ Estimated attendance _____ Estimated parking spaces needed _____

Pavilion(s) reservation number(s) _____

Please attach the following documents:

- A detailed map of activities and their specific locations.
- Liability insurance for bounce houses, large inflatable toys and rock walls.

The following fees which pertain to my event have been paid

- \$200 Parks Use Fee
- \$200 Trail Use Fee
- \$200 Film Fee
- \$200 Wedding/Reception Fee

Please answer each question below. If you answer YES to any of the questions, please refer to the Parks Use Guidelines attached in this packet for additional information.

YES NO

Will this event involve music or other amplification?		
Describe the source of music or amplification		
Have you received a noise ordinance exception from the Mayor's office?		
Will food be serviced at this event?		
Will the food be served by a caterer?		
Will the food be cooked on site?		
Will there be a food truck?		
Will any funds or proceeds be collected from this event?		
Will a fee be charged for admission?		
Will products be sold at the event?		
Does your organization have an IRS 501c3 or similar designation?		
Will any of your proceeds benefit a charitable/non-profit organization?		
If yes, which charity?		

Will you be bringing in or setting up any special equipment? (Check all that apply)

YES NO

Are you planning on staking anything into the ground?		
Bounce house or inflatables?		
If yes, how many? (Water slides and water inflatable are not permitted)		
Tent (size) 200 sq. feet or larger Qty?		
Canopy (size) 200 sq. feet or larger Qty?		
Booths? Qty?		
Extra tables and/or chairs? Qty?		
Dunk Tank?		
Carnival Games?		
Will you need access through a secured park gate? (Key check-out is required)		
Will you have over 400 people in attendance of your event?		
If yes, it's required to bring in portable restrooms and trash containers for your event. Trash must be hauled out prior to leaving the park.		
I have read and agree to all items in the Parks Use Guidelines		
All Pavilion reservations and corresponding fees have been paid*		
* All reservations and fees must be paid prior to submitting this application		

After reviewing the Parks Use Guidelines, are there additional details that should be addressed?

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Section G: Public Assembly - Pickets, Protests or Rallies

Include a brief description of this event:

Location of Event _____

(Attach a Map showing location and /or Route)

Question:	Yes	No
Will this event include a march?		
Will this event include picketing?		
Will this event include a rally?		
Will any printed material be handed out to citizens?		
Will any vehicles be used in this event?		
Will this event include music or other amplification?		
Will this event interfere with or interrupt pedestrian or vehicle traffic? *If yes, a traffic control plan must be submitted with this permit. (Section B)		
Will this event require Police services?		

What Provo City Services do you anticipate needing for this event?

Is applicant indigent Yes ___ No ___

If yes, attach a notarized affidavit to your application To print this form visit the website at provo.org

List the sizes and location of any props, signs, etc. that will be used in the event.

Attach a Medical Plan

For guidelines for public assemblies, please visit the website at provo.org

REQUIRED INSURANCE AND INDEMNIFICATION

Insurance Requirements

The City requires event insurance and indemnification for special events, unless:

- a) the sponsor of the event makes written application for a waiver of one or both of these requirements
- b) the Mayor finds that the sponsor
 - (i) is seeking to exercise First Amendment rights and
 - (ii) cannot pay the cost of insurance and/or indemnify Provo City: (refer to code 6.20.050 (5 & 6), and
- c) the Mayor grants a waiver of one or both conditions.

Unless waived, the applicant must execute a City indemnification agreement and provide evidence of insurance to the City by selecting one of the following options prior to the issuance of a permit:

- A certificate of insurance with coverage of at least \$1 million per occurrence with a \$2 million aggregate limit naming Provo City, its officers, employees and volunteers as additional insureds. Required coverage limits will be determined based on the type of event, number of participants and other relevant risk factors. The certificate must also state that coverage will not be canceled without ten days prior written notice to the City.

- If the event organizer cannot provide such a certificate, the City has arranged with its insurance carrier to provide single event coverage if the event organizer pays the policy's premium. (For more information, see instructions sheet).

To purchase insurance through the City, please contact Andrea Wright by email awright@provo.org or call 801-852-6518.

Indemnification

Applicant/Applicant's organization agrees to indemnify and hold the City of Provo harmless from any and all loss, injury or damage to the premises caused by Applicant/Applicant's organization, its guests or invitees, or to the personal property or persons of Applicant/Applicant's organization, its guests and invitees on the premises during Applicant/Applicant's organization use of the premises, unless the loss or injury is solely caused by the gross negligence or willful misconduct of the City of Provo, its officers, employees, or representatives.

Signature _____ Date _____



PROVO CITY CORPORATION

PUBLIC WORKS DEPARTMENT - ENGINEERING DIVISION

PERMIT APPLICATION

OWNER INFORMATION

Owner _____
Address _____
City _____ State _____ Zip Code _____
Contact _____ Mobile Phone _____ Office Phone _____
fax _____ Email _____

CLOSURE INFORMATION

Location of Closure _____ Event Name _____
Date/Time Setup to Begin _____ Completion Date/Time _____

EVENT TYPE

- BLOCK PARTY FILMING FESTIVAL
 PROTEST RACE OTHER _____
 BIRTHDAY/WEDDING FUND RAISER

DESCRIBE PROPOSED EVENT: _____

DESCRIBE ANY ADMISSIONS CHARGED, REGISTRATIONS, PROCEEDS, OR SALES AT/FOR THE EVENT: _____

APPLICATION CHECKLIST

Will this event be within the public street right of way. **Yes** **No** If Yes, is a **TRAFFIC PLAN** Attached. **Yes** **No**
The Traffic Control Plan must be MUTCD Compliant, showing all traffic control devices, signs, detour routes, flaggers, and their locations.

*Submit this Street Closure Permit application to the Public Works Department, Engineering Division with all applicable fees for review.

Print Name _____ Signature _____ Date _____