

APPLICATION FOR STREET/LANE CLOSURE FOR SPECIAL EVENT

Submit To: Public Works Department
4175 N. Castleton Ct.
Castle Rock, CO 80109

*** SPECIAL EVENTS PERMIT WITH THE TOWN OF CASTLE ROCK IS REQUIRED WITH THIS APPLICATION

APPLICANT: _____

ADDRESS: _____ PHONE: _____

CITY/STATE/ZIP: _____ FAX: _____

24-HOUR CONTACT PERSON: _____

Phone: _____ Mobile: _____ Email: _____

APPLICATION IS HEREBY MADE FOR STREET AND/OR LANE CLOSURE AS FOLLOWS:

LOCATION (Streets affected by closure): _____

TYPE OF CLOSURE: STREET LANE

DATE OF CLOSURE: _____ TIME OF CLOSURE: From _____ to _____

PURPOSE OF CLOSURE (Attach to this document a map of the streets/lanes that will be closed): _____

STREET AND/OR LANE CLOSURE REQUIREMENTS:

- Applicant request must be made 30 days prior to street closure / 7 days prior to lane closure.
- Town has up to 21 days for traffic control review and approval of street closure application/ 5 days for lane closure applications.
- Applicant is responsible for obtaining signatures of at least 80% of adjacent property owners of the street/lane closure affected area prior to the closure and shall maintain access to all sidewalks and driveways. All signatures are due and are required at the time of application submittal.
- Applicant is responsible for obtaining barricades. Barricades to block off the street must be in accordance with the Manual On Uniformed Traffic Control Devices (MUTCD). **NO OTHER MEANS OF CLOSING THE STREET WILL BE ACCEPTABLE.**
- Applicant is responsible for posting no parking signs 7 days in advance of the street closure following the requirements of the Code of Colorado Regulations 723-6508 Section B part 5.
- Applicant shall protect existing public property from damage and shall be responsible for any repairs required as a result of the applicant's action, omissions, or negligence.
- Applicant indemnifies and holds harmless the Town of Castle Rock and its officers, agents, and employees from all liability, loss, cost and expenses, including attorney's fees, that may result from the applicant's failure to take all necessary precautions for preventing accidents, injuries, and/or damage to Property.

I, _____ DECLARE UNDER THE PENALTY OF LAW, THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT AND THAT ALL APPLICABLE CITY ORDINANCES AND REGULATIONS HAVE BEEN OR WILL BE COMPLIED WITH. I/MY ORGANIZATION WILL TAKE RESPONSIBILITY FOR ANY VIOLATION OF TOWN OF CASTLE ROCK LAWS THAT OCCUR IN RELATION TO THE ABOVE NAMED EVENT.

Applicant's Signature

Date of Application

FOR OFFICE USE ONLY: Approved Denied PD/FD Notified

Special Requirements/Comments: _____

