



**CITY STREET CLOSURE/
NO PARKING PERMIT**
FMC 10.25

Application No.:	Permit No.:
Date Received:	Expire date:
Date Issued:	Issued By:
Fee: \$25.00	

Applications must be submitted 45 days prior to date of street closures.

Type of Event (Please check one):

- Parade
- Walk/Run/Race Event
- Block Party
- Festival
- Other: _____

Applicant Information

Applicant Name: _____

Group or Organization Name: _____

Address: _____

City, State and Zip Code: _____

Phone Number: _____

Email: _____

Street Closure Information

Date and Time of Street Closure: Date: _____ Start Time: _____ End Time: _____

Name(s) of City Streets to be closed:

_____ Between _____ And _____

REQUIRED: Applicant must submit a detailed map that includes street names, the start and end points of the closure, and locations of barricades and detour signs. If event includes a "special event route" identify if on street or sidewalk, identify direction of travel including where and when, and where traffic control personnel will be stationed.

If there will be vehicles/floats/animals or bands please provide details about these entries: _____

No Parking Barricades

Does your event require no parking barricades be erected (by applicant) for the event? _____

If yes, please complete Attachment A.

Event Information

Please Note: The event information provided below is required to review and approve the Special Event City Street Closure /No Parking Permit only. A separate Special Event Temporary Use Permit may be required to approve the proposed event.

1. Alcohol

Does your event involve the sale or consumption of alcoholic beverages: _____

If yes, will this activity occur on city streets: _____

If yes, please describe: _____

Applicants are advised that all Oregon Liquor Control Commission permits must be obtained if there will be alcohol at your event.

2. Food/Sales

Will items or services be sold at your event? _____

If yes, will this activity occur on city streets: _____

If yes, please describe: _____

Applicants are advised that all Multnomah County Health Code requirements must be met if food is being serviced at your event.

3. Sound

Will the event have amplified sound? _____

If yes, please describe: _____

Please note a separate Amplified Sound/Noise Permit may be required.

4. Garbage and Recycling

Briefly describe your garbage and recycling management plan for the event: _____

5. Safety/Security

Please describe the procedures for crowd control and internal security: _____

Are you expecting City police services at intersections and/or for crowd control: _____

If yes, please describe: _____

8. Public Notification and Promotional Information

Please describe strategies for notifying affected neighborhoods and businesses and posting signage at and around major intersections:

Please note that all adjacent residences and businesses located adjacent to the proposed closure must be notified a minimum of 10 days prior to the event.

9. Indemnity/Insurance

In consideration of the City of Fairview closing one or more public streets for the activity for which this permit was issued, the applicant and sponsors of this event hereby agree to save the City, its elected officials, employees, directors, and agents harmless from and against all damages to persons or property, all expenses and other liability, claims, demands, actions and suits (including attorney fees) that might result from this activity including special events, street closures and no parking barricades.

Applicant/Group shall maintain public liability and property damage insurance that protects the applicant/group and the City, its elected officials, directors, employee and agents from any all claims, demands, actions and suits for damage to property or personal injury including death, arising from the applicant's special event including street closures and no parking barricades. The insurance shall provide coverage for not less than \$1,000,000 for personal injury to each person, \$1,000,000 for each occurrence, and \$1,000,000 for each occurrence involving property damage; or a single limit policy of not less than \$1,000,000 coverall all claims per occurrence.

Rules and Regulations (Please initial each item to indicate understanding of the requirement)

- Participants shall yield right-of-way to Emergency vehicle traffic at all times, unless directed otherwise by a police officer.
- The event will be conducted in such a manner that will ensure the safety of all participants.
- No alcoholic beverages are permitted on city streets and facilities unless an OLCC license has been issued for this event.
- Residences and businesses located adjacent to the proposed closure MUST be notified a minimum of 10 days prior to the event. A copy of the notification must be turned in before the event takes place.
- (TO BE CHECKED ONCE NOTICE IS RECEIVED BY CITY)
- It is the applicant's responsibility to check with the Gresham Fire Department for additional permits which may be required.
- Signage for road closures is the responsibility of the applicant. Road closure signs must be CLEARLY placed to block off streets with appropriate barricades and cones. After the event start time as listed in Section 2 of this application, NO street traffic shall be allowed through barricades and cones.
- If No Parking is required as part of the event, the applicant must fill out Attachment A and meet the requirements listed therein.
- A person commits the offense of unlawful use of the streets if the person obstructs the free movement of vehicles or pedestrians without first obtaining a Special Event Street Closure/No Parking Permit from the City. This permit can be revoked if circumstances reasonably show that the event can no longer be conducted consistent with public safety. It shall be the duty of the Fairview Police Department to enforce this permit. Violators may be issued a citation in addition to any provision for towing of vehicles. In the event of fire or other public emergency, public safety officers may direct traffic, as conditions require. The applicant is responsible for any damage to a street or parking lot.
- Applicant and event sponsor shall indemnify and hold harmless the City of Fairview and obtain the appropriate insurance as set forth in the Section 9 above.

A charge of \$25.00 is being made by the City of Fairview to partially cover staff and other costs associated with processing the Temporary Use Permit Application needed for this activity. No other charge is being made by the City for recreational use of city streets and other city rights-of-way or other public lands. Since the City does not charge for use of its land for recreational purposes, the City is immune from liability for any injury or property damage that a person may suffer because of the use of the City's land under the terms of ORS 105.67s to ORS 105.696.

I hereby certify that I am the authorized representative of the named group listed on this permit application, that the above statements are true to the best of my knowledge, and that I and my group will abide by all of the above restrictions, administrative rules and applicable City Ordinances.

I have read and understand all of the above statements.

Signature

Date

City Approval	
City Administrator:	Date:
Approved	Approved w/Conditions
Denied	
Conditions/Comments:	

**Attachment A
No Parking Barricades**

Event Name: _____

Barricade Information and Location

House/Block Number: _____

Street Name: _____

First Cross Street: _____

Second Cross Street: _____

Side of Street (circle one): East West North South Both Sides

Number of Barricades/Bags: _____

Number of Feet if Partial Block: _____

Effective Dates of Permit: _____

Set-Up Time: _____

Break-Down Time: _____

Special Event Hours : _____

Rules and Regulations

Applicant and event sponsors agree to the following with respect to No Parking Barricades:

- Temporary no parking barricade permits are intended to reserve the right-of-way and must be obtained in coordination with a separate special event permit.
- All loading and unloading in the No Parking area by applicant and event coordinators must occur during the set-up and break-down times listed above. Cars parked in the No Parking area during the special event hours (listed above) are subject to enforcement.
- The applicant is responsible for placing the signs. Barricades upon which the signs are placed while recommended, are not required. However, the signs must be placed in such a manner as to be visible and readable from the street.
- The barricades, or equivalent, must be placed at the location/address to be reserved at least 48 hours in advance to provide appropriate notice.
- A minimum of five barricades per block and no less than one barricade every 50 feet is required.
- The barricades must be adjacent to the parking lane, facing the street.
- A barricade should be placed at each corner if applicable.
- If the Street closure blocks thoroughfare traffic the applicant must place detour signs directing traffic to alternative routes at each point of closure during the special event hours (listed above). The signs must be placed in such a manner as to be visible and readable to oncoming traffic.
- Bags/Signs should not be placed over "No Parking Anytime" or "No Stopping or Parking" signs.

I hereby certify that I am the authorized representative of the named group listed on this permit application, that the above statements are true to the best of my knowledge, and that I and my group will abide by all of the above restrictions, administrative rules and applicable City Ordinances.

I have read and understand all of the above statements.

Signature

Date

City Approval

City Administrator:

Date:

Approved

Approved w/Conditions

Denied

Conditions/Comments: