

STREET CLOSURE PERMIT

CITY OF BATON ROUGE/PARISH OF EAST BATON ROUGE

(TO BE INITIATED WITH TRAFFIC ENGINEERING DIVISION)

REQUEST MUST BE SUBMITTED WITHIN 180 DAYS OF THE EVENT AND AT LEAST THIRTY (30) DAYS PRIOR TO THE DATE OF THE EVENT EXCEPT EVENTS HELD IN DOWNTOWN AREA WHICH MUST BE FORTY-FIVE (45) DAYS.

LOCATION: _____

DURATION OF CLOSURE: FROM: _____ DATE _____ TIME _____
TO: _____ DATE _____ TIME _____

PURPOSE OF CLOSURE: _____

RESPONSIBLE INDIVIDUAL: _____

EMAIL: _____ PHONE: _____

PRIOR TO A “BLOCK PARTY” OR SIMILAR ACTIVITY BEING APPROVED BY ANY AGENCY LISTED HEREON, THE APPLICANT WILL PRESENT A SIGNED PETITION OF ALL RESIDENTS DIRECTLY AFFECTED BY THE CLOSURE INDICATING THAT THEY ARE AWARE OF AND IN AGREEMENT WITH THE CLOSURE, ITS LIMITS, THE DATE AND TIME, AND THE ACTIVITIES TO TAKE PLACE. AN INVALID SIGNATURE ON THE PETITION OR AN INCOMPLETE PETITION WILL VOID THIS PERMIT.

RECOMMENDATIONS:

TRAFFIC ENGINEERING

CITY POLICE TRAFFIC DIVISION
MINIMUM OF ONE COMMISSIONED POLICE OFFICER PER INTERSECTION IS REQUIRED. THE POLICE RESERVE THE RIGHT TO REQUIRE ADDITIONAL OFFICERS.

EBRSO TRAFFIC DIVISION

LA DOTD
IF CLOSURE INVOLVES A STATE HIGHWAY, PERMISSION MUST BE OBTAINED FROM THE LOUISIANA DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT (LA DOTD) AND THE LA STATE POLICE TROOP A.

LA STATE POLICE TROOP A

DPS – STATE CAPITOL DETAIL

RISK MANAGEMENT/PARISH’S ATTORNEY OFFICE
THE PERMIT HOLDER MUST PROVIDE INSURANCE COVERAGE FOR THE EVENT OF \$1 MILLION PER INCIDENT, WITH A MINIMUM OF TWO INCIDENTS. THE CITY OF BATON ROUGE/PARISH OF EAST BATON ROUGE MUST BE LISTED AS ADDITIONAL INSURED.

DOWNTOWN DEVELOPMENT
IF CLOSURE FALLS WITHIN THE AREA BOUND BY THE STATE CAPITOL, I-110, THE I-10 MISSISSIPPI RIVER BRIDGE AND THE MISSISSIPPI RIVER, PERMISSION MUST BE OBTAINED FROM THE DOWNTOWN DEVELOPMENT DISTRICT. APPLICATION MUST BE MADE 45 DAYS PRIOR TO THE EVENT.

BUILDINGS & GROUNDS
APPLICANT MUST SHOW RECEIPT FOR ALL REQUIRED SUPPLIES PRIOR TO FINAL SIGNATURE.

STREET CLOSURE PERMIT APPROVED / DISAPPROVED THIS _____ DAY OF _____, _____.

TRAFFIC ENGINEERING DIVISION

NOTES:
IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO FURNISH, INSTALL, AND REMOVE ALL REQUIRED BARRICADES AND/OR OTHER TRAFFIC CONTROL DEVICES AS DIRECTED BY TRAFFIC ENGINEERING AND/OR THE APPROPRIATE LAW ENFORCEMENT AGENCY. THE MINIMUM BARRICADING REQUIRED FOR A NORMAL, TWO-LANE, 24-FT. WIDE, 30 MPH RESIDENTIAL STREET IS SHOWN BELOW (FIGURE 1). THESE BARRICADES/SIGNS ARE REQUIRED AT BOTH ENDS OF THE STREET CLOSURE.
IT IS THE RESPONSIBILITY OF THE PERMIT HOLDER TO RESTORE THE STREET AND SURROUNDING AREA TO THEIR ORIGINAL CLEANLINESS.
ANY BANNERS, SIGNS, STREAMERS, RIBBONS PLACED BY THE PARTICIPANTS WITHIN THE RIGHT OF WAY MUST BE REMOVED WITHIN 48 HOURS OF THE CONCLUSION OF THE EVENT. NO OIL-BASED PAINT WILL BE ALLOWED ON THE STREET OR SIDEWALK. ONLY WATER-BASED PAINT MAY BE USED, AND THIS MUST BE REMOVED IMMEDIATELY AFTER THE EVENT. THE DISAPPROVAL BY ANY AGENCY LISTED HEREON WILL DENY AND VOID THE STREET CLOSURE REQUEST. ANY AGENCY HAS THE RIGHT TO DISAPPROVE THIS PERMIT.
THE VIOLATION OF ANY CITY/PARISH ORDINANCE DURING THE COURSE OF THE EVENT SHALL RESULT IN THE REVOCATION OF THIS PERMIT.

