



City of Paso Robles
STREET CLOSURE REQUEST
(CONSTRUCTION)

Contractor _____ Contact Name _____

Day Phone _____ Emergency Phone _____

Closure Date(s) _____ **Time** _____ AM/PM to _____ AM/PM

Location _____

Project or Permit No. _____

Purpose (be specific): _____

Carefully read and follow all instructions (see reverse side).

Parking Will your street closure affect or impact parking? Yes No

Traffic Control Plan attached..... or Closure requested as drawn below

The undersigned applicant/permittee agrees that the work will be done in accordance with and subject to this permit's terms and conditions, the State Vehicle Code, the State Streets and Highways Code and is subject to inspection.

Signature of Applicant (Permittee)

Signature of Authorizing Engineer

cc: *Streets Division, Police Department & Emergency Services*

Street Closures

Street closure request forms should be completed and filed with the Public Works Administration Office at least 7 days prior to the start of construction to allow time for review by all concerned City Departments: Public Works, Emergency Services, and Police Department.

- Carefully read and follow all instructions on the closure request form.
- A traffic control plan must accompany all closure requests.
- Approved plans/building or grading permit is required.
- An Encroachment Permit is also required for any work done in the City's right-of-way.
- Applications will be returned if they are incomplete.

Return completed request form and traffic control plan to:

**Public Works Administration
City of Paso Robles
1000 Spring Street, Paso Robles, CA 93446**

Applicants will be notified by the Public Works Administration Office when their request has been approved or if further information is required. A copy of the approved form will be sent to the applicant to hold in their possession during the time of the closure. Inquires about the status of your request should be directed to Public Works Administration Office at 237-3861.

Parking 72 hour notice is required to be posted for affected parking.

Notification The CONTRACTOR is responsible for notification of businesses/residences affected by the street closure. Copy of said notice shall be submitted to the City upon delivery to affected businesses/residences.

Emergency Vehicle Clearance All street closures must maintain adequate clearance for emergency vehicle access. For further clarification, please contact the Department of Emergency Services.

Public Works Administration	805-237-3861
Public Works Department (Streets Division)	805-237-3864
Community Development Engineering	805-237-3860
Department of Emergency Services	805-227-7560
Police Department (Community Service Specialist)	805-237-4086
Parks & Recreation Department (Facilities Coordinator)	805-237-3991