

City of Lafayette

486 Third Street, P.O. Box 55

Lafayette, Oregon 97127

Phone: (503) 864-2451 Fax: (503) 864-4501



Temporary Street Closure Request Form

Applicant's Name: _____

Applicant's Address: _____

Applicant's Phone: _____

Date of Closure: _____

Reason for Request: _____

Describe the location of the street(s) you are requesting to close: _____

Request closure from: _____ AM PM to: _____ AM PM

The City of Lafayette regulates the temporary closure of any street within the City limits for purpose of holding a neighborhood event such as a block party. A permit must be obtained to close any portion of a public street or alley to vehicular or pedestrian traffic. A Temporary Street Closure Request Form should be submitted 20 (twenty) days prior to the requested closure. The City will process a completed application within seven (7) business days. The applicant must agree to the following conditions:

1. _____ The applicant will be reachable at the listed phone number during all hours of this event.
Initial
2. _____ I have contacted everyone on the street within the proposed closure and there are no concerns.
Initial **Please submit a letter with signatures from each neighbor affected by the closure.**
3. _____ The undersigned hereby agrees to indemnify and hold the City of Lafayette, its
Initial officers, agents and employees (the "indemnities") harmless from:
 - All liability, damage, loss cost or expense including but not limited to attorney's fees, that the indemnities may sustain or incur on account of any damage to or destruction of any property that the City may own or in which it may have an interest.
 - All liability, damage, loss, cost or expense including but not limited to attorney's fees, on account of any damage to or destruction of any property belonging to any person, firm or corporation; and
 - All liability, damage loss, cost or expense, including but not limited to attorney's fees, on account of any damage resulting from injury to or death of any person or persons resulting from or in any way connected with the use of the right of way that is allowed to be closed.

4. _____
Initial In accordance with Chapter 5.10 of the Municipal Code, Alcohol will not be served, carried, or consumed on the public right-of-way.
5. _____
Initial If an emergency arises, dial 9-1-1. For all other non-emergency matters, please contact the Lafayette Public Works Department, on-call service at 971-237-2515.
6. _____
Initial If you are requested to allow access during the event by law enforcement, emergency response personnel, or City staff, you will promptly accommodate any such request for public, vehicle, or pedestrian access.
7. _____
Initial When the Street Closure request has been approved, arrangements will be made with the event contact person to obtain the barricades. Immediately after the event, all City-provided cones/barricades will be left in a street parking space to be picked up by the City the following morning.
8. _____
Initial Sidewalks will remain open and accessible during the event.
9. _____
Initial Products, services, or consumables will not be sold or purchased at this event.
10. _____
Initial You will provide adequate trash receptacles and clean up the right-of-way and private areas impacted by the event.

Applicant's Signature

Date

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INTERNAL USE ONLY

Fire Department Review: Approved NOT Approved Initials: _____

Comments: _____

Sheriff's Office Review: Approved NOT Approved Initials: _____

Comments: _____

Public Works Review: Approved NOT Approved Initials: _____

Comments: _____

City Administrator Review:

Application Approved: YES NO Conditions: _____

City Administrator

Date