

Street Closures

Do you want to close streets or parking areas as part of your event? Closing highways and “major” thoroughfares will have a greater impact on the community than closing “local” roads. Remember, when you close a street, even for two or three blocks, this can affect traffic for miles around as traffic is re-routed or turned away.

If you want to close streets for your event, Public Works and the Police Department will need to review your request in order to determine the event’s impact on area traffic. Together, they will work with you to develop a Traffic Management Plan to ensure that all safety measures are met and that street closures will not adversely affect the local community.

Points of consideration include assessing whether or not your requested road closure blocks or impedes access to police stations, fire stations, hospital emergency access routes, churches, schools, businesses or residences? Lastly, they’ll need to determine if there is enough time to gain approval for the requested road closures?

Though local roadways can be closed with the approval of the Sebring City Council, approval to close State Roadways must come from the Department of Transportation. We’ll need to know which streets you wish to close, and the duration of the requested closure.

Local streets and roads are multi-jurisdictional and require the approval of the proper authority. The City Council may authorize closure of local streets. The County Engineers office is responsible for approving closure of County maintained roads. This includes Kenilworth Blvd, the Sebring Parkway, Martin Luther King Blvd and a portion of Lakeview Drive. Local road closure requests must be submitted thirty (30) days in advance of the closure.

State roads which include US27 and SR17 (i.e. Ridgewood Drive) require a closure request submitted to FDOT forty-five (45) days in advance of the closure.

Attached please find the following forms:

- Request for Temporary Closing of **State** Road
- Application for Temporary Closing of **County** Road

Special Use of State Road Request Form

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
REQUEST FOR TEMPORARY CLOSING/SPECIAL USE OF STATE ROAD

850-040-65
 MAINTENANCE
 03/06
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- Instructions: 1. Obtain signatures of local law enforcement and city/county officials.
 2. This form must be submitted by the local governmental authority to FDOT to obtain written approval. Allow adequate time for the review.
 3. Attach any necessary maps or supporting documents.

NAME OF ORGANIZATION		PERSON IN CHARGE		DATE
ADDRESS OF ORGANIZATION			TELEPHONE NUMBER	
TITLE OF EVENT				
DATE OF EVENT	STARTING TIME OF EVENT	DURATION OF EVENT (APPROX.)	ACTUAL CLOSING TIME (INCLUDING SETTING UP BARRIERS, ETC.)	
PROPOSED ROUTE (INCLUDE STATE ROAD NUMBER, SPECIFIC LOCATION, ETC. - INCLUDE MAPS)				
DETOUR ROUTE (INCLUDE ALTERNATE ROUTES - INCLUDE MAPS)				
NAME OF DEPT. RESPONSIBLE FOR TRAFFIC CONTROL, ETC. (CITY POLICE, SHERIFF'S DEPT., FLORIDA HWY. PATROL, ETC.)(INCLUDE PRECINCT NO.)				
SPECIAL CONDITIONS				
<p>THIS SECTION IS TO BE COMPLETED WHEN PERMITTING SPECIAL USE OF A STATE ROAD FOR FILMING</p> <p>LICENSED PYROTECHNICS OPERATOR _____ LICENSE NO. _____</p> <p>APPROVAL OF LOCAL FIRE DEPARTMENT _____</p> <p>LIABILITY INSURANCE CARRIER _____ POLICY EFFECTIVE DATE _____</p> <p>COVERAGE AMOUNT _____ (\$1,000,000 MINIMUM)</p> <p>LENGTH OF COVERAGE _____ DAYS</p> <p>FEDERAL AVIATION ADMINISTRATION APPROVAL FOR LOW FLYING FILMING _____</p> <p>ADDITIONAL LIABILITY INSURANCE AMOUNT _____ (\$5,000,000 MINIMUM)</p>				
TYPED NAME AND TITLE (INCLUDE BADGE.NO IF APPROPRIATE)		SIGNATURE OF CHIEF OF LAW ENFORCEMENT AGENCY		DATE SIGNED
TYPED NAME AND TITLE OF CITY/COUNTY OFFICIAL		SIGNATURE OF CITY/COUNTY OFFICIAL		DATE SIGNED

The Permittee, shall indemnify, defend, and hold harmless the Department and all of its officers, agents, and employees from any claim, loss, damage, cost, charge, or expense arising out of any acts, actions, neglect, or omission by the Permittee, its agents, employees, or subcontractors during the performance of the Contract, whether direct or indirect, and whether to any person or property to which the Department or said parties may be subject, except that neither the Permittee nor any of its subcontractors will be liable under this Article for damages arising out of the injury or damage to persons or property directly caused or resulting from the SOLE negligence of the Department or any of its officers, agents or employees.

Contractor's obligation to indemnify, defend, and pay for the defense or at the Department's option, to participate and associate with the Department in the defense and trial of any damage claim or suit and any related settlement negotiations, shall be triggered by the Department's notice of claim for indemnification to Contractor. Contractor's inability to evaluate liability or its evaluation of liability shall not excuse Contractor's duty to defend and indemnify within seven days after such notice by the Department is given by registered mail. Only an adjudication or judgment after highest appeal is exhausted specifically finding the Department SOLELY negligent shall excuse performance of this provision by Contractor. Contractor shall pay all costs and fees related to this obligation and its enforcement by the Department. Department's failure to notify Contractor of a claim shall not release Contractor of the above duty to defend.

It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the State's right, title, and interest in the land to be entered upon and used by the Permittee, and the Permittee will, at all times, assume all risk of and indemnify, defend and save harmless the State of Florida and the Department from and against any and all loss, damage, cost, or expense arising in any manner on account of the exercise or attempted exercises by said Permittee of the aforesaid rights and privileges.

During the event, all safety regulations of the Department shall be observed and the holder must take measures, including placing and display of safety devices, that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices (MUTCD), as amended, and the Department's latest Roadway and Traffic Design Standards.

In case of non-compliance with the Department's requirements in effect as of the approved date of this permit, this permit is void and the facility will have to be brought into compliance or removed from the R/W at no cost to the Department.

Submitted by: _____ Place Corporate
Permittee

Signature and Title Attested

Department of Transportation Approval: This Request is Hereby Approved

Recommended for approval _____ Title _____ Date _____

Approved by: _____ Date _____
District Secretary or Designee

DISTRIBUTION: Original - Permittee
1st copy - District Maintenance Office
2nd copy - Local Maintenance Engineer

APPLICATION FOR TEMPORARY CLOSING/SPECIAL USE OF COUNTY ROAD PERMIT

Instructions:

1. This form must be submitted to the Highlands County Engineering Department to obtain written approval. Allow 25 calendar days for the review.
2. Attach any necessary maps or supporting documents.
3. Application Fee. The current application fee established by the Highlands County Board of County Commissioners shall be enclosed with this application.

NAME OF ORGANIZATION			DATE	
ADDRESS OF ORGANIZATION			TELEPHONE NUMBER	
			EMAIL ADDRESS	
TITLE/PURPOSE OF EVENT				
DATE OF EVENT	STARTING TIME OF EVENT	DURATION OF EVENT (APPROX.)	ACTUAL CLOSING TIME (INCLUDING SETTING UP BARRIERS, ETC.)	ACTUAL OPENING TIME (INCLUDING TAKING DOWN BARRIERS, ETC.)
PROPOSED ROUTE OF TEMPORARY CLOSURE (INCLUDE COUNTY ROAD NAME OR NUMBER, BEGINNING OF CLOSURE, END OF CLOSURE, ETC. – ATTACH ANY ADDITIONAL INFORMATION INCLUDING MAPS WITH THE LOCATIONS OF TRAFFIC CONTROL DEVICES) COUNTY ROAD NAME OR NUMBER (FROM): _____ COUNTY ROAD NAME OR NUMBER (TO): _____				
DETOUR ROUTE (INCLUDE ALTERNATE ROUTES – ATTACH ANY ADDITIONAL INFORMATION INCLUDING MAPS WITH THE LOCATIONS OF TRAFFIC CONTROL DEVICES)				
NAME OF RESPONSIBLE PARTY FOR TRAFFIC CONTROL, ETC. (CITY POLICE, SHERIFF'S DEPT., FLORIDA HWY. PATROL, HOMEOWNERS ASSOCIATION, ETC.)				
ARE YOU REQUESTING TO USE TRAFFIC CONTROL DEVICES SUPPLIED BY THE HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS? (IF YES, AN APPROVED REQUEST FORM FOR TRAFFIC CONTROL DEVICES MUST BE ATTACHED TO THIS APPLICATION)				
ADDITIONAL COMMENTS				

HIGHLANDS COUNTY BOARD OF COUNTY COMMISSIONERS
APPLICATION FOR TEMPORARY CLOSING/SPECIAL USE OF COUNTY ROAD PERMIT

It is understood and agreed that the rights and privileges granted by this permit are granted only to the extent of the County's right, title, and interest in the land to be entered upon and used by the Permittee, and the Permittee will, at all times, assume all risk of and indemnify, defend, save, and hold the County harmless from and against any and all loss, damage, cost, or expense related to or arising in any manner on account of the permit and any act or failure to act by the Permittee or the Permittee's employees, agents, associates, and volunteers in connection with the activities authorized by the permit.

During the event, all safety regulations of the Florida Department of Transportation shall be observed and the holder must take measures, including placing and display of safety devices, that may be necessary in order to safely conduct the public through the project area in accordance with the Federal Manual on Uniform Traffic Control Devices (MUTCD), as amended, the Florida Department of Transportation's latest Roadway and Traffic Design Standards, the Highlands County Land Development Regulations, and the Highlands County Technical Standards Manual, current edition.

In case of non-compliance with the County's requirements in effect as of the approved date of this permit, this permit is void and the facility will have to be brought into compliance or removed from the right-of-way at no cost to the County.

The Permittee hereby agrees to pay for any special handling charges that apply (an estimate will be provided to the Permittee in advance).

Submitted by: _____
Permittee

Signature and Title

Recommended for Approval Disapproval _____ Date _____
Traffic Operations Supervisor or Designee

PERMIT

Highlands County Approval: This Application is Hereby Approved Disapproved and this permit is issued subject to the following conditions:

County Engineer or Designee Date _____

DISTRIBUTION: Original – Permittee
1st copy – County Engineer's Office
2nd copy – Highlands County Traffic Operations Supervisor