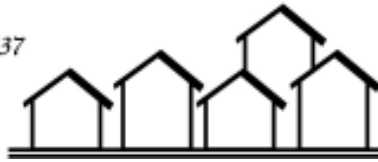


*CITY of ROSSVILLE*  
*founded in 1871*  
*"Come Grow With Us!"*

*City Hall*  
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**TEMPORARY STREET CLOSING POLICY**  
**Resolution 13-4-1 ; Adopted April 1, 2013**

**General**

It is the policy of the City of Rossville to encourage activities by neighborhood and civic groups that promote the welfare, safety, and harmony of its citizens. The City shall allow temporary street closures for such activities when those closures will not cause harm to or be a significant disruption to the general public.

**Purpose**

It is the purpose of this policy to define parameters under which local or civic groups may request temporary road closures for community events. Except as otherwise provided by law, it shall be unlawful to close any public street unless a Street Closing Permit has been issued by the City of Rossville in accordance with this policy.

**Scope**

This policy applies to all roads and streets in the Rossville road system.

- A. Administrative Approval: Community events that occur on an annual or routine basis, and have been approved previously by the Rossville City Council, may be approved administratively by the Mayor. (i.e., Annual Festival, Parade, Arts & Crafts Fair, Fun-Runs).
- B. City Council Approval: Events of a non-routine nature or that have not previously been approved by the Rossville City Council, or events lasting longer than 10-hours, must be approved by the City Council.

**Policy**

- A. Only those streets with a speed limit of 30 miles per hour or less will be considered for temporary partial closure under this policy.
- B. Disposition of Street Closure Requests is administrative in nature under the authority of the Mayor and the Rossville City Council.
- C. The applicant shall submit a Rossville Application for Temporary Street Closing Permit to the Rossville City Hall Office at least 15 days prior to the date of the proposed street closure. Applications submitted less than 15 days cannot be guaranteed a response for approval.
- D. The applicant must be responsible for the temporary street closure and is an owner or tenant on the affected street.

- E. The temporary street closure shall be for a period less than ten (10) hours, unless approved by City Council
- F. The applicant shall notify the Shawnee County Sheriff's Dispatcher (785) 368-2200, at the time when the barricades are placed AND when they are removed.
- G. All activity on the street must be limited to no more than one lane of travel on the side opposite the fire hydrants.
- H. Access to all residences or businesses shall not be obstructed without their written consent. Fire hydrants on the specified street shall not be obstructed. A minimum 10-foot unobstructed path must be maintained for emergency vehicle access to the street.
- I. The applicant shall conduct all activities in such a manner that the health and safety of the public are not negatively impacted.
- J. Promptly following the conclusion of the event, the applicant shall clean the right-of-way equivalent to its condition prior to the temporary closure.
- K. Approval of the request is subject to other conditions that may be specified by the Rossville Mayor or City Council.
- L. The City of Rossville will not be responsible for any costs for establishing, running or maintaining the closure.
- M. The City of Rossville maintains the right to cancel approval of the road closure at any time.

#### **Barricade Equipment**

Barricade equipment is required and can be provided by the City. The applicant will contact the Public Work Superintendent to schedule the delivery of the barricade equipment. Barricades will be delivered by the Public Works Department the last working day before the event and will be picked up the first working day after the event. As an alternative, the applicant may rent barricade equipment from a vendor. In either case, setup and takedown of the equipment shall be the responsibility of the applicant.

#### **Public Notification**

The applicant is required to notify all residents/tenants affected by the street closure and direct them to contact City Hall if they have any questions or concerns. The applicant shall attest that this requirement has been met.

#### **Additional Event Requirements**

- A. No Stakes or penetrations may be made through the asphalt.
- B. No disposal of anything in storm sewers.
- C. Any marking on the street can be done in chalk or washable material. No paint or permanent markings can be used.
- D. No loud speaker system shall be used which is audible beyond the designated event location. Event organizers and guests shall be in compliance with public peace statutes and ordinances.
- E. If alcoholic beverages are dispensed, event organizers may be subject to criminal penalties if under-ages persons are consuming or possessing such beverages. Alcoholic beverages are prohibited from City streets or public right of way unless the applicant has obtained a permit from the City. Applicants shall refer to Chapter 3 of the City Code which regulates alcoholic beverages.

#### **Damages: Insurance**

Any person or persons to whom a Street Closing Permit has been issued shall be liable for any loss or damage to any City of Rossville property arising out of the issuance or exercise of said permit.

As a condition to the issuance of any Street Closing Permit, the permittee or permittees may be required to provide insurance to indemnify the City from any and all damages and costs of litigation arising out of the issuance and use of such permit.

As a condition to the issuance of any Street Closing Permit, the City may require the permittee to indemnify and hold the City harmless from any claims for damages arising out of the street closing.