

## Request For Temporary Street Closing

- **Permit approval requires a signature from each affected household (see attached form).**
- **Applicant must be a resident of the street being affected.**

APPLICANT: Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

Street requested to be closed: \_\_\_\_\_

For the portion located between \_\_\_\_\_ and \_\_\_\_\_

for the time period between \_\_\_\_\_ and \_\_\_\_\_ on the date \_\_\_\_\_

Is signature form attached?    Yes    No

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### Agreement:

I, the applicant, hereby agree to abide by all applicable City ordinances, regulations and orders of City officials and employees in the exercise of the privileges granted by this permit. I hereby assume responsibility for the placement and safeguarding of barricades, signs and other equipment loaned to me by the City and will clean the street after the event. I further agree to indemnify, defend and hold harmless the City, its agents and employees, from and against any and all claims, demands, causes of action, lawsuits and judgments made by any person or entity, arising from any exercise of the privilege granted by this permit, and to reimburse the City for any expense incurred by it in defense of, or by reason of, any such claim, demand, cause of action, lawsuit or judgment.

Applicant's signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### Approvals:

Chief of Police \_\_\_\_\_ (initial approval)

City Manager \_\_\_\_\_ (final approval)

Fire Department notified by: \_\_\_\_\_ date \_\_\_\_\_

Street Department notified by: \_\_\_\_\_ date \_\_\_\_\_

Barricades needed?            Yes        No  
Arrangements made?        Yes        No                    By Whom? \_\_\_\_\_

## Procedures For Temporary Street Closing

- **Permit approval requires a signature from each affected household (see attached form).**
  - **Applicant must be a resident of the street being affected.**
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- A) Applicants are responsible for completion of street closing form and accompanying signature form.
  - B) Signature form must have at least one (adult) signature per affected household.
  - C) The City of Springboro approves temporary street closings with 2 (two) weeks advance notice from the date of submission.
  - D) Applicant will be notified via telephone upon approval.
  - E) Barricades (if requested) will be dropped off at the nearest street corner on Friday afternoon prior to the temporary street closing requested date.



