



STREET/LANE CLOSURE APPLICATION & PERMIT PUBLIC WORKS ENGINEERING DIVISION

City of Montclair, 5111 Benito Street, P.O. Box 2308, Montclair, CA 91763
Engineering Division Office (909) 625-9478 Fax (909) 621-1584 www.cityofmontclair.org

Traffic Control
Requirements

Attach Traffic Control Plan to this Street/Lane Closure Application & Permit (Required).

A site and job specific TRAFFIC CONTROL PLAN is required with this STREET/LANE CLOSURE APPLICATION & PERMIT. All work that is done in the City right-of-way (street curb to street curb) requires a Traffic Control Plan and this Street/Lane Closure Application & Permit approved by the City.

All work in the City right-of-way requiring a Traffic Control Plan and Street/Lane Closure Application & Permit must be done in accordance with the most recent edition of the Manual Uniform Traffic Control Devices (MUTCD) published by the Federal Highway Administration (FHWA).

Applicant

Type: Contractor Developer Other

Name: _____

Address: _____
Address City State Zip

Contact Info: _____
Phone Number Cell Phone Number Email Address

Date and Time
of Street or
Lane Closure

Proposed Dates: _____
Start Date Completion Date

Proposed Hours: _____ Duration: _____

Description of Work: _____

Requested
Street or Lane
Closures

No. 1

Street Type: 2-Lane Street Multi-Lane Street

Closure Requested: Full Street One Lane Multi-Lane

Closure Time Requested: Daytime Only Overnight Only Full Day and Night

Direction: North South East West

Street: _____

Between: _____
Cross Street and Cross Street

No. 2

Street Type: 2-Lane Street Multi-Lane Street

Closure Requested: Full Street One Lane Multi-Lane

Closure Time Requested: Daytime Only Overnight Only Full Day and Night

Direction: North South East West

Street: _____

Between: _____
Cross Street and Cross Street



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Emergency
Contacts
(24 Hour)

No. 1	Name: _____ Address: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"> Address City State Zip </div> Contact Info: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"> Phone Number Cell Phone Number Email Address </div>
No. 2	Name: _____ Address: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"> Address City State Zip </div> Contact Info: _____ <div style="display: flex; justify-content: space-between; font-size: small; margin-top: -10px;"> Phone Number Cell Phone Number Email Address </div>

General
Conditions

- The Permittee shall maintain a safe path of travel for motorists and pedestrians at all times.
- City streets shall not be closed or vehicular and/or pedestrian traffic thereon restricted in any way without an approved Traffic Control Plan and a Street/Lane Closure Permit Application & Permit, a copy of which shall be kept at the work site by the Permittee and presented to City staff upon request.
- The Permittee is responsible for replacing striping, legends, signs, or any other existing devices belonging to the City of Montclair which are by any means damaged or rendered ineffective. Replacement shall be per City Standards.
- Except for emergency situations, no work shall encroach into the travel lane of any street before 9:00 a.m. or after 4:00 p.m. or a time to be determined by the City of Montclair on a site by site basis.
- The Permittee shall clean the right-of-way and street at end of each working shift as needed.
- The Permittee shall remove all utility paint markings (USA marks) from asphalt and concrete at end of job.

Traffic Control
Requirements

- The Permittee is responsible for providing proper and continuous traffic control.
- All traffic control shall be in compliance with the current edition of the Manual Uniform Traffic Control Devices (MUTCD) published by the Federal Highway Administration (FHWA).
- Must have an approved Traffic Control Plan and hauling route.
- A battery-powered flashing arrow board and two (2) advanced warning signs are required when closing a lane, per Manual on Uniform Traffic Control Devices (MUTCD) and City Standards. Flaggers are to be used if requested by City personnel.
- On divided highways, supplemental advance warning signs shall be placed on the divider.
- Where traffic is diverted to the left of an existing double yellow centerline, into a painted median, or into a left turn lane, delineators shall be utilized beyond the work area to return traffic to normal lanes.
- Temporary striping will be required under the following conditions:
 - Where traffic is to be diverted to the left of an existing double yellow centerline for two or more consecutive nights.
 - When the work area is adjacent to an intersection and results in a transition within the intersection.
 - When the traffic lane is continuously obstructed for more than one week on any street that has two or more lanes in a single direction.
 - In any other unusual situations where traffic and physical conditions, such as speed or restricted visibility, require special treatment.
- Failure to comply and maintain required construction signing, delineation, and barricading will result in an order to immediately cease all work and remove equipment from the public street.



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Minimum Recommended Delineator and Sign Placement Spacing					
	Posted Traffic Speed	Taper Length (Each Lane)	Delineator Spacing		Sign Spacing
			(Transitions)	(Tangent)	(Advance of Taper & Between Signs)
Traffic Control Devices	25 MPH	150 FT	25 FT	50 FT	150 FT
	30 MPH	200 FT	30 FT	60 FT	200 FT
	35 MPH	250 FT	35 FT	70 FT	250 FT
	40 MPH	350 FT	40 FT	80 FT	350 FT
	45 MPH	550 FT	45 FT	90 FT	550 FT
	50 MPH	600 FT	50 FT	100 FT	600 FT
	55 MPH	700 FT	50 FT	100 FT	700 FT
Flagger Control	<ul style="list-style-type: none"> ▪ Competent and Certified Flaggers are required: <ul style="list-style-type: none"> • Where work or equipment intermittently block a traffic lane. • Where two directions of traffic will be using one lane (one flagger is required for each direction of traffic). • Where the absence of a flagger would create an undesirable situation for the public and/or workers. 				
Permittee Requirements	<ul style="list-style-type: none"> ▪ The Permittee shall post signs giving advanced notification of any street or lane/closure as requested by the City. <ul style="list-style-type: none"> • For full street closures, advanced notice signs shall be placed a minimum of seven (7) days in advance of full closure. • For partial closures, signs shall be placed a minimum of three (3) days in advance of partial closure. ▪ When permitted operations require restricted parking, the Permittee shall notify the Public Works Inspector for approval. Temporary "No Parking" signs require 72 hour advance posting for legal enforcement. Once the signs are installed, the Permittee shall notify the Public Works Inspector. 				
Pedestrian Traffic	<ul style="list-style-type: none"> ▪ Where sidewalks are closed by construction, an alternative walkway shall be provided, preferably within the parkway if available. Where it is necessary to divert pedestrians into the parking lane of a street, barricading or delineation shall be provided to separate the pedestrian walkway from the adjacent traffic lane. At no time shall pedestrians be diverted into a portion of the street used for vehicular traffic. ▪ At locations where adjacent alternate walkways cannot be provided, the Permittee shall place appropriate signing and delineation directing pedestrians to the nearest and safest path of travel including street crossings. 				
Trenching Requirements	<ul style="list-style-type: none"> ▪ Underground Service Alert of Southern California shall be notified no less than 48 hours in advance of any digging. ▪ Place "STEEL PLATES AHEAD" signs and maintain as needed. ▪ Plate bridging shall be non-skid and secured against movement and shall be installed to operate with minimum noise. Plates shall be recessed to the elevation of the contiguous pavement. 				
City Contacts:	Public Works Inspector Tel: (909) 625-9442 Fax: (909) 621-1584		Engineering Division Office Tel: (909) 625-9478 Fax: (909) 621-1584		
Extensions due to Change Conditions	<ul style="list-style-type: none"> ▪ At the request of the Permittee due to unforeseen change conditions at the worksite, a Street/Lane Closure Application & Permit may be extended at the discretion of the Public Works Inspector. If approval for an extension is not granted, the Permittee must reapply with a revised Street/Lane Closure Application & Permit. 				
Traffic Control Plan Review	<ul style="list-style-type: none"> ▪ Allow a minimum of ten (10) full working days for permit processing. The applicant will be contacted (at the disclosed contact number) when the Traffic Control Plan and Street/Lane Closure Permit has been approved by the City and issued by appointment. INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. 				



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The PERMITTEE shall defend, indemnify and save harmless THE CITY OF MONTCLAIR, its elected and appointed officials, officers, agents and employees from all liability from loss, damage, or injury to persons or property, including the payment by PERMITTEE of any and all legal costs and attorneys' fees, in any manner arising out of any negligent or intentional or willful acts or omissions of PERMITTEE in the performance of work permitted in this Construction Permit or any claim that PERMITTEE'S employees or agents are considered to be employees of THE CITY OF MONTCLAIR and/or entitled to any employee benefits from THE CITY OF MONTCLAIR, including but not limited to those available under CalPERS/PERL, including, but not limited to, all consequential damages to the maximum extent permitted by law.

I, the applicant, have read and do understand all of the above conditions:

Name of Applicant (Print)
Signature of Applicant
Date

OFFICE USE ONLY

Special Permit Conditions: _____

Advance Notification Required: Not Required 3 Days Notice 7 Days Notice

Construction Permit Number: _____

Traffic Control Plan and Street/Lane Application & Permit Approved By: _____ **Date:** _____

Street/Lane Closure Permit Extension (if Applicable)

Date Permit Extension Requested: _____ **Permit Extension Granted:** Yes No

Permit Extension Provisions: _____

Permit Extension Approved By: _____ **Date:** _____

Traffic Street/Lane Closure Agency Notification List:	Montclair Engineering Div. 5111 Benito Street Montclair, CA 91763 Inspections (909) 625-9442 Fax (909) 621-1584	Public Works City Yard 10835 Monte Vista Avenue Montclair, CA 91763 Tel: (909) 625-9480 Fax: (909) 621-1584 Attn: Yard	Montclair Police Dept. 4870 Arrow Highway Montclair, CA 91763 Dispatch (909) 621-4771 Fax (909) 621-4413
	Montclair Fire Dept. 8901 Monte Vista Avenue Montclair, CA 91763 Tel: (909) 626-1217 Fax (909) 621-5261	Omnitrans 4748 Arrow Highway Montclair, CA 91763 Tel: (909) 624-7080 Fax: (909) 625-6583	American Medical Response 7925 Center Avenue Rancho Cucamonga, CA 91730 Tel: (909) 948-1714 Fax: (909) 945-5183
	Ontario - Montclair School District 1442B Bon View Avenue Ontario, CA 91761 Tel: (909) 459-2507 Transportation Fax: (909) 930-6771	Chaffey Joint Union H.S District 211 West Fifth Street Ontario, CA 91762 Transportation: (909) 988-8511 Fax: (909) 937-2513	Foothill Transit 100 S. Vincent Ave. Ste. 200 West Covina, CA 91790 Tel: (800) 743-3463 Fax: (626) 967-4608