





# STREET/LANE CLOSURE APPLICATION & PERMIT

## CITY OF MONTCLAIR ENGINEERING DIVISION

Emergency  
Contacts  
(24 Hour)

<b>No. 1</b>	Name: _____
	Address: _____ <i>Address City State Zip</i>
	Contact Info: _____ <i>Phone Number Cell Phone Number Email Address</i>
<b>No. 2</b>	Name: _____
	Address: _____ <i>Address City State Zip</i>
	Contact Info: _____ <i>Phone Number Cell Phone Number Email Address</i>

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:
  1. Where traffic is to be diverted to the left of an existing double yellow centerline for two or more consecutive nights.
  2. When the work area is adjacent to an intersection and results in a transition within the intersection.
  3. 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.
  4. 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 (Advance of Taper & Between Signs)
			(Transitions)	(Tangent)	
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**

- Competent and Certified Flaggers are required:
  1. Where work or equipment intermittently block a traffic lane.
  2. Where two directions of traffic will be using one lane (one flagger is required for each direction of traffic).
  3. Where the absence of a flagger would create an undesirable situation for the public and/or workers.

**Permittee Notification Requirements**

- The Permittee shall post signs giving advanced notification of any street or lane/closure as requested by the City.
  1. For full street closures, advanced notice signs shall be placed a minimum of seven (7) days in advance of full closure.
  2. 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**

- 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**

- 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) 625-9440 Fax: (909) 621-1584
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**Extensions due to Change Conditions**

- 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**

- Allow a minimum of ten (10) full working days for permit processing. The applicant will be contacted (at the contact number provided) when the Traffic Control Plan and Street/Lane Closure Permit has been approved by the City and issued. **INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.**

