



Department of Public Works
Traffic Engineering
Jorge O. Elorza, Mayor

Revised: January 24, 2018

GENERAL STREET/SIDEWALK CLOSING & EMERGENCY NO PARKING SIGN POSTING PERMIT GUIDELINES

Street closing, partial street closing or obstruction of any kind, sidewalk closing and emergency no parking sign posting activities in the City of Providence shall only be approved and performed by the City of Providence Traffic Engineering Division unless otherwise approved by the City of Providence Traffic Engineer.

Customers are required to fill out one of the following applications:

1. Application for Special Event Street Closing Permit.
2. Application for Construction Street Closing Permit.
3. Permit for Reserved Temporary Parking Privileges
4. Request for Emergency No-parking Tow Zone Permit

The applications can be obtained from:

The City of Providence Traffic Engineering Division
700 Allens Avenue
Providence, RI 02905-5510
PHONE: 401-781-4045 FAX: 401-781-4044

(Check is made payable to: Providence City Collector)

**Permit applications can be obtained on the City's website at
<http://www.providenceri.gov/public-works/forms/>**

There is a **\$25.00** charge to process an Application for a Street /Sidewalk Closing Permit and this permit shall be submitted ten (10) days before the date of the requested closure date. Applications that are received within the ten (10) day period will require the applicant to pay an additional \$50.00 which brings the processing fee up to **\$75.00**. The charge for the late fee will be refunded if the permit cannot be processed by the required date.

Applicants are required to show **proof of Liability Insurance for all Street Closing Permit request** that caters to 1-5000 people for Special Events or Construction Street Closings in the amount of One million Dollars naming **the City of Providence and its employees and/or agents, and the Providence Parks Department**, as additional insured. Over 5000 people at an event require proof of liability insurance in the amount of Five Million Dollars.

Applicants who are applying for a **SPECIAL EVENTS STREET CLOSING PERMIT** are required to obtain an entertainment license from the Board of Licenses (401-421-7740, ext 205) to use in conjunction with a Special Events Street Closing Permit. **Please note that a Street Closing Permit only grants permission to have the street closed for the event in question during the approved time shown on this document ONLY.** You will have to obtain an Entertainment License form the Board of License in order to use amplified equipment for music or sell food and drinks.

The City of Providence shall seek reimbursement for Obstructing and Parking at Parking meters and for overtime expenses to post signs or provide other physical closures such as providing Jersey Barriers, Sawhorses, Barrels, Cones, etc. The costs are broken down as follows:

Posting Emergency No parking Signs (1 to 4 blocks) – Requested when it is desired to restrict parking in a area in preparation for an event or construction activities = **\$80.00 per day**

(A block is less than or equal to 100 ft on both sides of the street)

If Parking meters are being obstructed or used for parking by the requestor the rate is **\$12.50 per meter per day.**

Special Event and Construction Street closing permits – Requested when it is desired to restrict vehicular traffic from entering a section of roadway for a special event (block party, concert, etc) or construction activities.

Permit Application Fee (If received 10 days before event) = \$25.00

Street closing (1 to 15 sawhorses) = \$80.00

Opening street after closing (1 to 15 sawhorses) = \$80.00

TOTAL = \$185.00

(Check is made payable to: Providence City Collector)

The Posting of Emergency no Parking Tow Zone Signs shall be performed by Traffic Engineering only.

If more physical labor or a larger area requires posting, The Traffic Engineer or the Union Steward shall determine if a second worker is required which will be an additional cost of **\$80.00 per day.**

****Please note, posting of emergency no parking signs and street closings are two separate functions performed by a different person and cannot be combined. The charges stated above are for the services of one man to perform each task. If larger areas of coverage are required, than different rates and crew size applies.**

Before a street closing permit can be approved, the City of Providence Traffic Engineering Division has to contact various organizations and allow them five (5) days to approve or disapprove the application.

If a Police Detail is required, it is the Customers responsibility to call the Detail Office at (401) 243-6405 to request the detail. Please note that police details are an additional fee above and beyond the fees charged by the DPW-Traffic Engineering Division.

Please note that sound amplifying equipment used at neighborhood Block Parties shall only be in operation during the hours of 10:00 a.m. to 8:00 p.m. in accordance with Article III, Section 16-105 of the Noise Ordinance. All neighborhood Block Parties that will have music shall have the streets re-opened at 8:00 p.m. ***Request to close residential streets, where several residents will be impacted, shall have a signed petition showing that there is $\frac{3}{4}$ percentage approval of all the residents affected by the closing of this section of roadway during the date and times proposed. Additionally, someone shall be posted at each end of the closed street to allow residents to enter and exit at will.***

ARTICLE III – NOISE CONTROL

Sec. 16-105.

The commercial and noncommercial use of sound amplifying equipment shall be subject to the following regulations:

- (1) The only sounds permitted shall be either music or human speech, or both.
 - (2) The operation of sound amplifying equipment shall only occur between the hours of 10:00 a.m. and 8:00 p.m. each day except on Sundays and legal holidays. No operation of sound amplifying equipment for commercial purposes shall be permitted on Sundays or legal holidays. The operation of sound amplifying equipment for noncommercial purposes on Sundays and legal holidays shall only occur between the hours of 10:00 a.m. and 7:00 p.m.
 - (3) The volume of sound shall be controlled so that it will not be audible for a distance in excess of one hundred (100) feet from the sound truck.
 - (4) No sound amplifying equipment shall be operated with an excess of fifteen (15) watts of power in the last stage of amplification.
 - (5) Sound amplifying equipment shall not be operated within two hundred (200) feet of any churches, hospitals or schools while the same are in use provided that conspicuous signs are posted adjacent to such institutions indicating the presence of a church, hospital or school.
- (Ord. 1988, ch. 88-2, § 15, 1-26-88)

ADDITIONAL STREET CLOSINGS REQUIREMENTS IF THE APPLICANT IS INSTALLING THE TRAFFIC CONTROL DEVICES.

FULL CLOSING OF STREETS

To insure the safe, efficient use of the public ways in the City of Providence, a **Detour Plan** shall be submitted for review and approval by the office of Traffic Engineering for all functionally classified roadways, including:

- Principal Arterials Minor Arterials
- Major Collectors Minor Collectors

A list of functionally classified roadways in the City of Providence is available for review at the Office of Traffic Engineering. The **Detour Plan** must be submitted three (3) working days before the permit will be issued.

The Applicant shall be responsible to place and remove signs indicating the detour route in a timely manner. If, during the course of the work, it is found that the detour signs are not in place, Traffic Engineering reserves the right to revoke the permit and cause the Applicant to vacate the roadway immediately. Physical closing of any public way is restricted to Traffic Engineering and the applicant shall be financially responsible for this service.

So as to minimize the disturbance to traffic flow, Traffic Engineering may issue a permit with limits as to the time of day or days of the week when the work can be performed. Failure to comply with any time restrictions, or any other stipulation of a permit, may be cause for revocation of the permit and restrictions on future permits.

PARTIAL STREET CLOSURES

Should the activity require the closing of a portion of the public way, including sidewalks, shoulders or single lanes, a plan for temporary traffic controls shall be submitted to Traffic Engineering for review and approval. The plan shall be prepared in accordance with the guidelines of the Manual of Uniform Traffic Control Devices.

The Applicant shall be responsible to place and remove all signs in a timely manner. Posting of roads for *Emergency No Parking* is strictly the responsibility of the office of Traffic Engineering and the Applicant shall be financially responsible for this service.

Personnel needed to control the flow of traffic through a construction area shall be uniformed police detail officers. The Applicant is responsible for coordinating police details. Should the use of flaggers be permitted, they shall be properly attired in safety apparel and adequately trained in the use of hand-signaling devices.

INTERFERENCE WITH BICYCLE ROUTES OR PEDESTRIAN MOVEMENTS

When a designated bicycle route in the City is impacted by either a full street closing or partial closing, temporary signs designating an alternative route for bicyclists shall be placed by the Applicant, in accordance with a plan approved by the office of Traffic Engineering.

When it is necessary to close a sidewalk for an extended period of in areas of heavy pedestrian use, the Applicant shall erect signs indicating the sidewalk is closed, as approved by Traffic Engineering.