



Street Closing Policy

For:

Residential Block Parties

Construction Closures

Original:
8/20/19

Updates:

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The purpose of this policy is to clarify the requirements of closing streets within the City of Newton.

There are three general types of events which are considered legitimate reasons for closure of City streets.

Types of Closures

1. Residential Block Party
2. Special Events or Gatherings
3. Construction

This policy is designed to provide consistency for street closures for Residential Block Parties and Construction closures. A policy for the closure of streets for special events is currently being drafted and will be brought forward in the future.

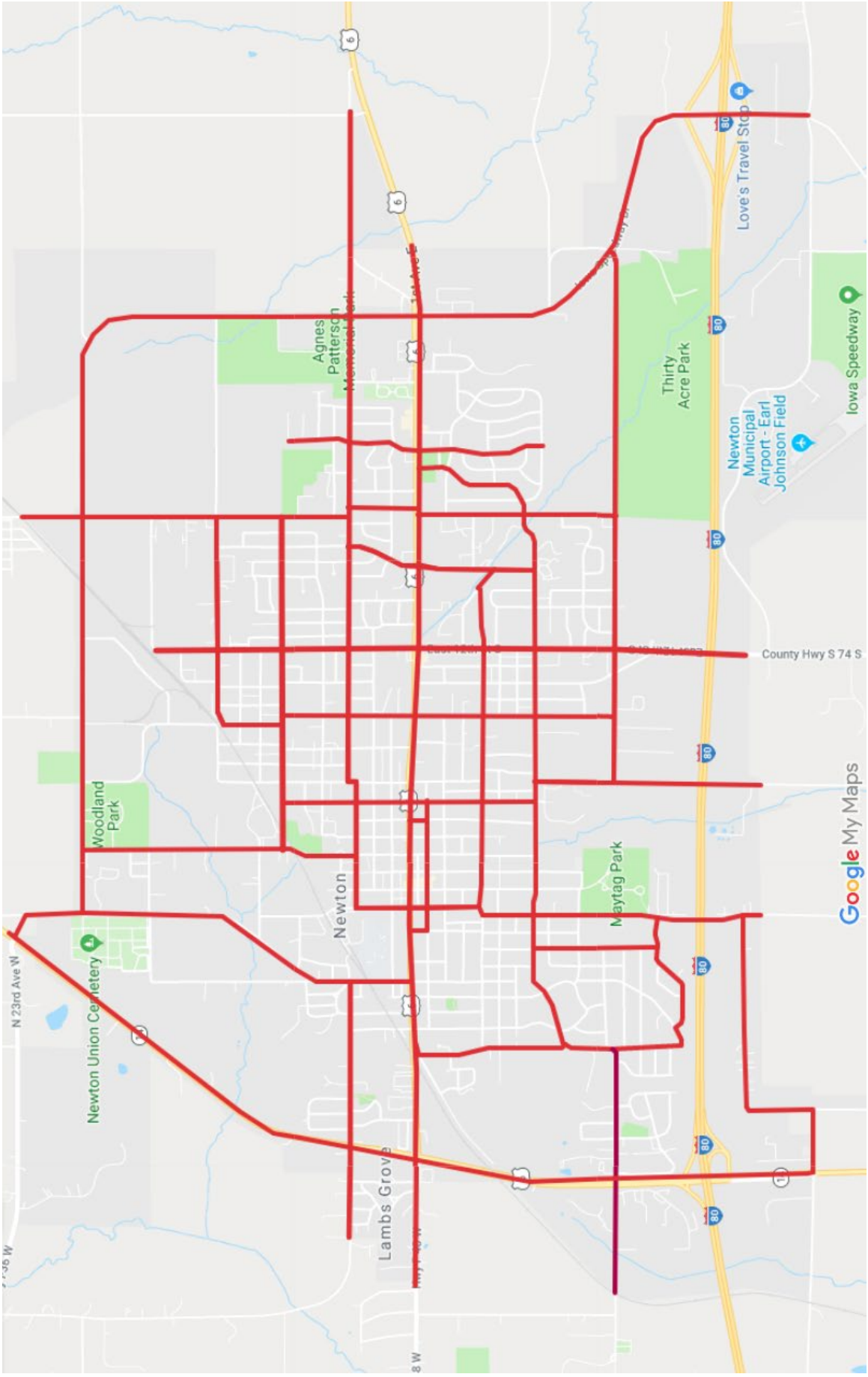
Residential Block Party Requirements

Definition: *An event open to a specific/defined residential neighborhood or area, where no admission fee is charged for attendance, alcoholic beverages are not sold, where a street is not closed for more than eight (8) hours, and where the use of kybo/porta-potties are not necessary.*

In recognition that block parties build relationships with neighbors, provide social interaction among block residents, generally affect only those residents within the immediate area of the street closure and can help strengthen a neighborhood; and that block parties are generally less complex than special events open to the community at large, the City has developed this policy particular to block parties and similar events.

Block Parties which require the closing of a street within the City of Newton require City approval for the event. This policy should be used for residential neighborhood block parties, street closures related to schools for events such as bicycle rodeos or school carnivals, or similar type events. (See second paragraph above, "In recognition that...")

Certain streets within the City are used as high priority routes (see map below) and are not subject to closing. Residents who live on one of these streets may consider using alternative side streets if applicable or consider the use of one of the City Parks.



High Priority Streets:
Avenues (East/West roads)

1st Ave from West City Limit (WCL) to East City Limit (ECL) (requires State approval for closure also)

N 4th Ave from WCL to W 8th St N

N 4th Ave from W 4th St N to ECL

N 8th Ave from 1st St N to E 19th St N

N 11th Ave from E 8th St N to E 19th St N

N 19th Ave from W 4th St N to E 31st St N

Monroe Dr. from 1st Ave W to W 12th St S

S 2nd Ave from W 5th St S to E 4th St S

S 5th Ave from W 4th St S to E 17th St S

S 7th Ave E from E 19th St S to E 20th St S

S 8th Ave from W 12th St S to E 19th St S

S 12th Ave from WCL to W 12th St S

S 13th Ave from E 5th St S to Iowa Speedway Dr.

S 15th Ave from W 7th St S to W 4th St S

S 17th Ave from W 12th St S to W 7th St S

S 20th Ave from W 15th St S to W 4th St S

S 24th Ave from Hwy 14 to W 15th St S

Streets (North/South roads)

Hwy 14 from North City Limit (NCL) to South City Limit (SCL)

W 15th St S from S 20th Ave W to S 24th Ave W

W 12th St S from Monroe Dr. to S 8th Ave W

W 12th St S from S 8th Ave to S 17th Ave

W 8th St N/Union Dr. from 1st Ave W to NCL

W 6th St S from S 8th Ave W to SCL

W 5th St S from 1st Ave to S 2nd Ave W

W 4th St from N 4th Ave W to SCL

1st St N from N 4th Ave W to N 19th Ave W

E 3rd St from 1st Ave E to S 2nd Ave E

E 4th St from N 8th Ave E to S 8th Ave E

E 5th St from S 8th Ave E to SCL

E 8th St from N 11th Ave E to S 13th Ave E

E 12th St from N 15th Ave E to SCL

E 17th St E from N 4th Ave E to S 8th Ave E

E 19th St from NCL to S 13th Ave E

E 21st St S from S 3rd Ave E to S 7th Ave E

E 23rd St from 1st Ave E to S 3rd Ave E

E 23rd St from N 7th Ave Pl. E to S 8th Ave E

E 31st St N from N 19th Ave E to 1st Ave E

Iowa Speedway Dr. from 1st Ave E to SCL

Guidelines:

1. Generally, no high priority routes will be approved for closure. Side streets or Cul-de-sacs are recommended. A current map of streets considered to be primary access routes is available on the City Website at www.newtongov.org
2. Closing of a street for a block party should be done at times and in such a manner as to minimize any adverse impact upon any of the street's residents. The timeframe for the street closure shall be between 10:00 a.m. and 11:00 p.m. No closure shall last more than eight (8) hours.
3. A minimum of 75% of persons living in the area affected by the block party street closing must be in agreement with having the street blocked. The applicant(s) for the event shall provide a list of signatures and addresses to accompany the application.
4. The City of Newton will provide street barricades when available. Applicant(s) shall contact Public Works to schedule a time to pick up the barricades. Applicant(s) must pick up the barricades at the Public Works Department, 1700 N 4th Ave W, and return to the same location between the hours of 7:00 a.m. and 3:00 p.m., Monday through Friday. Barricades must be returned within one (1) business day after the block party.

In the event the City of Newton does not have barricades available, private barricade companies can be found in the telephone book. The applicant(s) requesting the street closure is/are responsible and will be will for all damaged or lost barricades. The fee for damaged or lost barricades may cost up to \$300.00 each.

Barricades shall meet the standards of the Manual of Uniform Traffic Control Devices (MUTCD). Vehicles, lawn furniture, saw horses, barbeques, trash cans or similar items cannot be used as barricades.

Barricades must allow access for emergency police, fire and ambulance vehicles and equipment. Fire Department vehicles need an eighteen-foot wide, unobstructed path in the center of the street, the entire length of the party.

5. Keep all fire hydrants clear, undecorated, and unobstructed.
6. Keep large displays, tents, and amusements/rides confined to the parking lanes of the street or place them off the street in driveways. The use of large tents may require a separate permit. Fire Department vehicles need an eighteen-foot wide, unobstructed path in the center of the street, the entire length of the party.
7. Any music or noise shall be kept to an acceptable level in accordance with Chapter 93 "Noise Control" or Code of Ordinances. A noise control permit application must be approved by the Police Chief. Permits granted under this application allow for a provision up to an additional 5dB(A) & (C) of the ordinance. A violation of any provision of the noise control ordinance, disorderly conduct or disturbing the public quiet may be enforced as a municipal infraction or simple misdemeanor with civil or criminal penalties being applicable. Founded violations may be considered a breach of the road closure agreement and may result in the termination of the block party.

The use of fireworks is not allowed on the public right of way per Iowa Code and is only allowed on private property during prescribed times approved by City Council as defined in Chapter 135 "Fireworks" of the Code of Ordinances. A violation of any provision of Chapter 135 "Fireworks" may be enforced as a municipal infraction or simple misdemeanor with civil or criminal penalties being applicable. Founded violations may be considered a breach of the road closure agreement and may result in the termination of the block party.

8. All beer and liquor shall be consumed on private property and shall not be consumed in the public right of way.

Beer or liquor cannot be sold or dispensed by ticket, by paid admission or by contribution unless a permit has been issued by the Iowa Alcohol Beverage Division and City of Newton.

9. There should be no sales of food or sale of beverages at a block party.

10. City blocks may be closed for block parties two (2) times per year.

11. Each block party closing shall close only one (1) block. At no time shall contiguous blocks be closed for events including multiple block parties or special events. Specifically, no cross intersections may be closed.

12. Block party application shall be **SUBMITTED NO LATER THAN TEN (10) BUSINESS DAYS** prior to date requested for the block party. It is recommended applicants submit thirty (30) days in advance of any requested closure to ensure adequate time for review and to clarify any questions which may result in denial.

13. Application shall include the following information:

Applicant(s) Information: (Responsible Party or Parties)

-Name	-Home Phone Number	-Personal Email
-Address	-Cell Phone Number	-Work Email

Date of Requested Closing

Time of Closure: Start _____ Finish _____

Street to be Closed: From _____ to _____

Signature of Applicant(s) and Date

Summary of Rules with Signature and Date

Diagram of Street Closing including:

-Section of Street Closed	-Cross Streets (Applicable)
-Position of Barricades	-Location and addresses of buildings

14. Street Closure Fee: **\$25.00**
\$50.00 (less than ten (10) business days' notice)

15. The applicant shall exclusively assume the risk of all uses authorized by permit including the establishment of barricades, restoration of streets or property used, policing of said property, injuries, medical insurance and all matters that may arise directly or indirectly with reference to the aforesaid uses and shall hold the City harmless from any claims, causes of action commenced or alleged by reason of any of the activities of the applicant or permit holder as the case may be.

16. Hold Harmless agreement for signature of applicant: *Applicant agrees to defend and hold City of Newton harmless from any and all claims by third parties and all invitees, patrons, employees, agents, assignees to subcontractors of Applicant arising out of any act or failure to act by Applicant or any invitee, patron, employees, agent, assignee or subcontractor of Applicant.*

17. Violation of terms or condition of permit may terminate the requested event without notice and may cancel future events.

18. The Administrative Services Division will be the lead department with City Administrator approving or denying the request. Standard times available for applicants to ask questions or request information are, Monday through Friday, 7:30 AM to 4:30 PM. The City Administrator may request feedback from the Police Chief, Fire Chief, and Public Works Director regarding the closure of streets. The City Administrator's determination to approve requests is final.
19. The Administrative Services Division will send notification of all closings to the Police, Fire, and Public Works Departments within 24 hours of the determination.
20. The Administrative Services Division shall maintain a form fillable PDF Block Party Street Closing Permit Application on the City website.
21. The Administrative Services Division shall maintain a list of current and upcoming Residential Block Party street closings on the City website. From the home page click on "I want to" – "View" – "Street Closings".

Construction Closures:

Definition: *Construction Closures are required when performing construction activities that impact public access to the right of way, such as:*

- *Road or utility construction or maintenance activities*
- *Material, vehicle, and/or equipment staging*
- *Crane use, installation, or removal*
- *Installation of structures such as scaffolding, fences, walls etc.*
- *Shoring installation*

Specific types of work in the right of way permitted under a Construction Closure include:

- *Crossing the curb with construction equipment*
- *Staging/storing or construction equipment or materials*
- *Staging a construction dumpster*
- *Installation of rocked or spalled construction-site entrances*
- *Use of mobile or hydraulic equipment*
- *Installation of scaffolding or conex boxes*
- *Crane installation and staging*
- *Shoring installation*
- *Driveway installation*
- *Paving*
- *Landscaping*

Guidelines:

1. Contractors shall submit requests for street closure a minimum of 24 hours before the closure unless in case of emergency. i.e. water main break, street expansion failure, etc.
2. Contractors providing services which require road closure shall provide all barricades necessary for the safe marking of construction zones on City streets.

Barricades shall meet the standards of the Manual of Uniform Traffic Control Devices (MUTCD). Vehicles, construction equipment, piles construction materials, saw horses, trash cans or similar items cannot be used as barricades.

3. The Public Works Department will be the lead department with the Public Works Director approving or denying the request. Standard times available for applicants to ask questions or request information are, Monday through Friday, 7:30 AM to 4:00 PM. The Public Works Director may request feedback from the Police Chief, Fire Chief, and Public Works Director regarding the closure of streets. The Public Works Director's determination to approve closures is final.
4. The Public Works Department shall send notification of all closings to the Police, Fire, and City Administration Departments immediately upon determination.
5. The Public Works Department shall maintain a form fillable PDF Construction Street Closing Permit Application on the City website.

6. The Public Works Department shall maintain a list of current and upcoming construction street closings on the City website. From the home page click on “I want to” – “View” – “Street Closings”.