CITY OF HAGERSTOWN, MARYLAND

Department of Engineering & Permits

APPLICATION FOR PUBLIC RIGHT-OF-WAY DETOUR/CLOSURE

Location/Address of Closure: _____ Application # _____

Applicant's Name: _____ Phone # _____

Applicant's Address: _____

Date(s) of Closure: _____ Rain Date(s): _____ Start and End Times: _____
(30 days maximum)

Reason for Closure: _____ # of Signs Requested: _____

Will emergency vehicle access be maintained? ☐ Yes ☐ No
If closure includes reserving metered parking spaces, list meter number(s): _____

FEES

To minimize disruption to the public and to ensure safety of traffic and pedestrians, this application applies to the closure of parking lanes, sidewalks, or travel lanes (non-excavation or street opening). Fees are as follows:

Application Fee (all applications)	……	$ 10.00
Technology Fee (all applications)	……	$ 5.00
Closure Fees *		
Sidewalks & non-roadway areas*	$1.00 per day x _____ # days = ……..	_____
Parking (no meters):	$1.00 per day x _____ # spaces x _____ # days = …….. (per parking space or 20' increment)	_____
Parking (with meters):	$3.00 per day x _____ # spaces x _____ # days = ……	_____
Vehicular travel lane closure:**	$20.00 per day x _____ # days = ……	_____
Alley closure:**	$5.00 per day x _____ # days = ……..	_____
	TOTAL FEE =	_____

* The following "closure fee" reductions apply:

1. Closure fee is waived if closure is on Saturday, Sunday, or a Holiday. Closure fee is waived if the closure is Monday-Friday between 5:00 p.m. and 9:00 a.m.
2. Sidewalk closure fee is waived if safe, handicap-accessible alternative walk path is provided in parking lane.
3. Closure fee is waived if in conjunction with another permit (i.e., curb & sidewalk, building, street cutting, etc.)

** Vehicular and/or pedestrian Traffic Control Plans may be required before issuance of permit

Upon approval by the Engineering Division, the staff will issue sufficient "No Parking" signs. **Permittee is responsible for reading and complying with all conditions listed on the permit.**

_____ _____ _____ _____
APPLICANT DATE CITY ENGINEER OR REPRESENTATIVE DATE

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