

Y. Street Closures & Barricades

Public street closure requests can be made as part of your Special Event Permit Application submission by providing a detailed description outlining the reason and relationship of the closure to your event. Residents must have access to and from the barricaded area during the event in residential areas. In areas with businesses, they too must have access so as not to impact scheduled shipments, parking lots, and loading docks.

Street Closure Requests:

All streets and points of closure included in your request must be clearly marked on your site plan or event route map. The City of Salina considers the following factors to evaluate any street or sidewalk closure:

- Impact on businesses and residents
- Necessity
- Public health and safety
- Permits already issued for other events
- Public assembly
- Similar event at the same location
- Proximity of another event in the area at the same time
- Proximity of other street closures

Please be aware that closed streets are intended for event activities only and are not to be used as a parking lot. Parking cars on a closed street must be parked at legal parking spots with a parking pass affiliated with your event placed on the dashboard or windshield.

Closure Process:

When available, the City of Salina Public Works Department will provide barricades for street closures. Additional traffic personnel or the Salina Police Department may also be required to assist with traffic control. Civilians are NOT permitted to control traffic on streets.

Construction:

Please note that road construction projects throughout the community may impact your event. The City of Salina will make all efforts to inform you if planned construction may impact all or a portion of your event.

Emergency Access:

Any events with street closures are required to maintain a 20 ft. fire lane on the closed street(s) for fire trucks or EMS vehicles. Make sure vehicles on the street don't block access to fire hydrants. If a public garage, indoor tenant parking, or a driveway needs to be accessed, ensure a 20 ft. fire lane and appropriate access.

Vigils:

If a citizen would like to have a vigil (candlelight or not), this will be classified as a street closure and will require a Special Event Permit. The vigil will be designated as an Advanced Permit, Level

3 (see *User Manual Section 1* for associated fees and application deadlines). The Special Event Permit Application will be required to include a detailed map showing the location of the vigil to include parking for attendees.

NOTE: Street closures have a significant impact on the City, especially the surrounding properties, and can affect police, fire, EMS, garbage, parking, and daily traffic. Therefore street closure requests are greatly scrutinized. Any street closure locations approved as part of your special event permit are the **ONLY** approved street closures allowed, even if they differ from what was originally requested. Failure to follow the approved plan or alter locations without City approval may result in immediate revocations of your permit. The City of Salina reserves the right to alter or deny any street closure locations at any time.

Please contact the Department of Community & Development Services at (785) 309-5715 with questions regarding street closure requests.