Proj. #

Washington County
Department of Land Use and Transportation

Temporary Road Closure Application
(Not to exceed 30 days per R & O No. 89-130)

Project Name:____________________________________ Date of Application:_________________________

Facility Permit No. or Right-of-Way Permit No. (If applicable): ______________________________________

Affected Road(s): _________________________________ __________________________________________

Closure Limits: From _____________________________ To ________________________________________

Effective Date: From _____________________________ To ________________________________________

IMPORTANT: Attach Detour Map & Traffic Control Plan
Minimum 7 Days Advance Posting (14 days for designated truck routes) is Required

Reason for Closure: ________________________________________________________________

Applicant or Contractor: ________________________________________________________________

Tel:_________________ Fax:_________________ Pgr:_________________ Cell:_______________________

24-Hr Emergency Contact: ___________________________ e-mail:______________________________

The applicant has read and understands all provisions and requirements described on Page 2.

Applicant's Signature (required):__________________ ______________________Date:___________________

For office use only:

Reviewing Engineer: _______________________________ _______________Tel:______________________

Responsible Division: _______________________________ _______________Tel:______________________

Technician/Inspector: _______________________________ _______________Tel:______________________

Recommendation:

☐ Incomplete       ☐ Denied       ☐ Approved       ☐ Approved with Conditions

Comments: ________________________________________________________________

Authorized by County Engineer: _______________________________ Date: __________________

BCC Notification by: _______________________________ Date: __________________

Applicant Notification by: _______________________________ Date: __________________

☐ Applicant   ☐ OPS –PIO   ☐ OPS -UT Insp.   ☐ Traffic Tech.   ☐ CPM-A.Turki

Washington County Land Use & Transportation 1400 S Walnut St. MS 17B, Hillsboro, OR 97123-5625 Tel. 503-846-7950
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Description:

This form is intended for the temporary closure of any County road for up to 30 days (per Resolution and Order No. 89-130). Any applicant who wants to close a Washington County Road, for the specific purpose of completion of a project must file this form at least four (4) weeks prior to the actual date of closure along with a traffic control plan and detour map with the appropriate County division (as directed by staff). Staff shall notify other affected divisions.

Upon review of the application for completeness, the designated staff engineer will assess the need for the road closure and the necessary length of time necessary to complete the work.

Upon approval by the Director or his/her designee the applicant will be responsible for installing and covering the appropriate signs following all Washington County and Manual on Traffic Control Devices (MUTCD) guidelines. Washington County staff will verify sign installation prior to the road closure and reserves the right to make any changes as deemed necessary.

IMPORTANT

- The applicant shall include a $1,000 administrative deposit with this application. All costs of the road closure will be deducted from this deposit. Any remaining balance will be refunded or any additional charges will be billed to the applicant. Contact Traffic Engineering with final billing questions.

- The applicant shall ensure that advance signs are posted a minimum of 7 days prior to the closure of the road (14 days for designated truck routes, refer to: www.co.washington.or.us/deptmts/lut/planning/docs/transplan/transplan.htm)

- Notification of appropriate public (fire, medical, public safety, schools, transit, post office, etc.) and private agencies impacted by the road closure must be coordinated by the applicant. A contact list will be available upon applicant's request to assure adequate and timely notification of those impacted. Properties directly impacted by the proposed project must be contacted by the applicant.

- The Director of Land Use and Transportation, or designee, is responsible for notifying the Board of County Commissioners of the proposed closure and progress of work in a timely manner, and has the final authority to modify, change or revoke the permit if deemed necessary.

- The applicant remains fully responsible, at all times, for safety of the work zone, maintenance and upkeep of the signs, and road closure devices used. Upon reopening of the road, the applicant is responsible for the removal of all signs, barricades, etc., and notification of County staff.

- In the event that closure of a road is to be extended, a minimum of seven days advance notification and approval by the Director, or designee, and/or Board of County Commissioners is necessary. An additional $1,000 deposit will be required for the extension.

- Road closures that extend beyond the permit period will be in violation of County ordinances and the $1,000 administrative deposit will be forfeited. Also it will be reported to the Director of DLUT and/or Board of County Commissioners for review and assessment of additional appropriate actions.

For more information contact: Traffic Engineering @ 503-846-7950

All road closures more than 30 days shall be authorized by the Board of County Commissioners.