

TOWN OF CORTE MADERA
PUBLIC WORKS/ENGINEERING DEPARTMENT/SANITARY DISTRICT NO. 2

REQUIREMENTS FOR STREET AND LANE CLOSURE

1. Apply and obtain an Encroachment Permit from Public Works Department.
 - a. Obtain approval on the language to be indicated on the signs, which includes at a minimum the address or location of work, purpose and proposed time and date of closure. At a minimum, two (2) signs, one in each direction, shall be installed at approved locations. The signs shall be in sizes per Caltrans standards, readily visible and readable to motorists, and mounted on traffic barricades (A-frame or Type 3).
 - b. Obtain approval for the installation of appropriate traffic control plan and/or devices.
 - c. Pay administration and inspection fees.
2. Contact emergency services 72 hours (3 days) prior to street or lane closure.
 - a. Twin Cities Police Department @ 415-927-5150
 - b. Corte Madera Fire Department @ 415-927-5077
 - c. Paramedic Services @ 415-927-5077 (8 am to 5 pm), or @ 415-472-0911 (24 hr dispatch)
3. Install street or lane closure signs 72 hours (3 days) prior to closure.
4. Install traffic control devices on the day of street or lane closure.
5. Call for inspection on the day of street or lane closure @ 415-927-5057.
6. Remove signs and traffic control devices after completion of work.

NOTES:

1. Applicant shall not block private driveways of adjacent properties.
2. As necessary or for emergency reasons, applicant shall provide clear passage for vehicular traffic.
3. If possible, street or lane closure shall not conflict with the street cleaning schedule.