



**Engineering Department  
CITY OF JOPLIN**

602 South Main Street • Joplin, Missouri 64801  
Phone (417) 624-0820 Ext. 530 • Fax (417) 625-4738

**STREET CLOSURE/PARADE REQUEST FORM**

*The Public Works office has up to ten (10) working days to review and approve/deny this permit application. A drawing showing location of closure/parade must be submitted with the form. PLEASE PRINT WITH INK OR TYPE. ALL BLANKS MUST BE FILLED IN OR APPLICATION WILL NOT BE APPROVED.*

**APPLICANT:**

**DATE:**

**NAME:**

**COMPANY:**

**PHONE:**

**ADDRESS:**

STREET

CITY

STATE

**CLOSURE/PARADE INFORMATION:**

**STREET(S) REQUESTED FOR CLOSURE/PARADE:**

**REASON FOR CLOSURE/PARADE:**

**DATES & TIME OF CLOSURE/PARADE:**

***Please check the appropriate answer below***

- |  |     |                          |       |                          |
|--|-----|--------------------------|-------|--------------------------|
| 1) Will any businesses or residents be affected by this closure/parade?        | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |
| 2) Will traffic have alternate routes to get around this closure/parade?       | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |
| 3) Will commercial traffic be affected by this closure?                        | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |
| 4) Have all affected businesses and residents been notified of closure/parade? | Yes | <input type="checkbox"/> | No ** | <input type="checkbox"/> |
| 5) Has there been any opposition to this closure/parade?                       | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |
| 6) Will barricades be required from the City?                                  | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |
| a) Cones will need to be delivered onsite by the City?                         | Yes | <input type="checkbox"/> | No    | <input type="checkbox"/> |

If no, the cones/barricades will be picked up at the Public Works Center on: \_\_\_\_\_  
DATE  
 and brought back to the Public Works Center on: \_\_\_\_\_  
DATE

*If cones/barricades are not returned in the same condition the following charges will be billed the applicant:*

Barricades: \$65.00 Each      Cones: \$10.00 Each      Signs: Whatever the replacement costs are for that sign

- |   |     |                          |    |                          |
|---|-----|--------------------------|----|--------------------------|
| 7) Are sanitary facilities available for public use (portable toilets)? | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| 8) Will there be any vendors present at the closure/parade?             | Yes | <input type="checkbox"/> | No | <input type="checkbox"/> |
| a) List of Vendors to be present: _____                                 |     |                          |    |                          |

**PERMIT #**

\*\* If agreement has not been received by all affected residents or businesses, please explain below. Include any comments or special needs.

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**Additional Information to Permittee:**

All cones/barricades are to be returned by 3:00pm on the date provided above. If the City agrees to drop off the traffic control devices onsite then the devices will be placed together at intersections or as agreed upon when the form is signed. The permittee will be responsible for the traffic control and the liability is not to be placed on the City should an accident or injury occur within this closure/parade. Permittee will be responsible to collect all traffic devices and place together for expedient pickup along closure; the City will not setup and **tear down** the traffic control devices unless other arrangements have been agreed upon by both the City and permittee. If the closure is for a race or other special event, all traffic control devices will be pulled off the road and on the road before and after event by permittee and volunteers.

**Signature of Applicant:**

**CITY USE ONLY**

# of cones/barricade used: \_\_\_\_\_

# Returned: \_\_\_\_\_

# of barricades used: \_\_\_\_\_

# Returned: \_\_\_\_\_

# of signs used: \_\_\_\_\_

# Returned: \_\_\_\_\_

Sign style used:

MUTCD Code	MUTCD Description	MUTCD Code	MUTCD Description	MUTCD Code	MUTCD Description
<input type="checkbox"/> R1-1	Stop	<input type="checkbox"/> R8-3	No Parking	<input type="checkbox"/> M4-8a	End Detour
<input type="checkbox"/> R6-1	One Way	<input type="checkbox"/> R9-9	Sidewalk Closed	<input type="checkbox"/> R2-1	Speed Limit
<input type="checkbox"/> W1-8	Chevron C Lane	<input type="checkbox"/> W6-3	2 Way Traffic Road Work	<input type="checkbox"/> R11-3	Road Closed thru traffic
<input type="checkbox"/> W9-3	Closed	<input type="checkbox"/> W20-1	Ahead	<input type="checkbox"/> W8-2	Dip
<input type="checkbox"/> W20-7	Flagger	<input type="checkbox"/> M4-8	Detour	<input type="checkbox"/> W20-3	Road Closed Ahead
<input type="checkbox"/> R4-7	Keep Right	<input type="checkbox"/> R1-2	Yield	<input type="checkbox"/> M4-9	Detour
<input type="checkbox"/> W1-6	Arrow L or R	<input type="checkbox"/> R11-2	Road Closed	<input type="checkbox"/> R3-2	No Left Turn
<input type="checkbox"/> W8-24	Steel Plate	<input type="checkbox"/> W8-1	Bump	<input type="checkbox"/> R3-1	No Right Turn
<input type="checkbox"/> W20-5	Lane Closed	<input type="checkbox"/> W20-2	Detour	<input type="checkbox"/> Other	

\_\_\_\_\_  
**Traffic Engineer/Technician      Date**

\_\_\_\_\_  
**Police Department      Date**

\_\_\_\_\_  
**Finance Department (if Vendors are present)      Date**

\_\_\_\_\_  
**Parks & Recreation Department      Date**  
**If Parks are part of closure**

\_\_\_\_\_  
**Health Department (if food vendors are present)      Date**