

City of Essex Junction, VT
Application to Close or Obstruct a Street for a Community Event

I/we do hereby make application, as required by the City of Essex Junction, VT, to close or obstruct a City street.

CONDITIONS:

1. Provide a detailed site plan and/or aerial view of the street(s) to be closed or obstructed. Return the site plan with your completed application sixty (60) days in advance of the event to the City Office, 2 Lincoln Street, Essex Junction, VT 05452 or admin@essexjunction.org. It requires final approval from the City Trustees.
2. Obtain pre-approval from the Essex Police Department (878-8331) and Essex Junction Fire Department (878-6958) regarding the plans which must include provision for emergency access. Work with the Essex Junction Public Works Department (878-6942 or 878-6944) to obtain road signs to warn drivers of road closing.
3. Maintain a twelve (12) foot clear road in the center of the street in case of emergency.
4. Remove any obstructions immediately if emergency vehicles need to use the street.

Street(s) section to be closed: _____

Purpose: _____

Date: _____ Hours: _____ to _____
(including set up and tear down)

Name of Organizer (please print) _____ Organization/Event Name _____

Phone: Home _____ Work _____ Cell _____ (required on site)

Address _____

Applicant _____

_____ Date



FOR COMPLETION BY STAFF

Public Works Date approved _____ Approved by: _____

Comment: _____

Police Dept. Date approved _____ Approved by: _____

Comment: _____

Fire Dept. Date approved _____ Approved by: _____

Comment: _____

Municipal Manager: _____ Date approved _____

