



ROAD CLOSURE/REOPENING PERMIT:

DATE OF APPLICATION: _____

ACTION TAKEN: ROAD CLOSURE PARTIAL CLOSURE ROAD OPENING

Date of Closure/ Opening: _____

Reason: _____

Road: _____

Location Description (Includes nearest address or landmark):

Applicant Name: _____

On Site Contact Name: _____ On Site #: _____

For Office Use Only	
PERMIT #: _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> REJECTED
APPROVED BY: _____	STAFF SIGNATURE: _____
TOWN OF COALDALE – OPERATIONS DEPARTMENT Phone: 403-345-1350 Fax: 403-345-1357	

Guidelines:

A Road Closure Permit is required for the temporary use of the Town of Coaldale owned transportation right-of-way (ROW) for something other than its intended purpose. This permit process has been developed to allow for full or partial closures within the ROW while enabling residents, emergency services, contractors, movers, businesses, etc. to utilize a portion of the ROW or applicable detours for a specified duration.

The Permit Applicant shall provide all traffic control and accommodation necessary to maintain public safety and minimize access disruptions. A traffic accommodation plan is required in accordance with the latest edition and revisions of the Alberta Transportation "Traffic Accommodation in Work Zones", unless otherwise approved. All traffic accommodation signage shall be in accordance with the latest edition of the Traffic Association of Canada (TAC) "Manual of Uniform Traffic Control Devices for Canada".

Traffic Accommodation Plans shall be prepared by the Applicant and submitted to the Town for review and comment along with the Road Closure Permit Form. All public roadways and lanes must be passable at all times, unless approved otherwise. Plans should ideally be submitted a minimum two (2) weeks in advance of any proposed closure, and at a minimum must include a diagram of the proposed traffic accommodation within the proposed site. As a condition of approval, the Town may require the Applicant to amend/re-submit proposed plans and/or provide notification letters to residents, business, etc. directly impacted by the work. The Town will notify emergency services, public works, garbage pickup, schools and postal services in advance of any proposed traffic accommodation works, detours, road closures, and/or alternate traffic routes once the permit is approved.

The Applicant is responsible for the safety of the site until all work is complete and traffic control is returned to normal. Road closures lasting longer than a work day will require a more detailed traffic accommodation plan.

PROPOSED SITE TRAFFIC ACCOMODATION PLAN

(Attached Additional Pages as Necessary)

