



MCHENRY COUNTY DIVISION OF TRANSPORTATION

16111 NELSON ROAD, WOODSTOCK, IL 60098
TELEPHONE (815) 334-4960 FAX (815) 334-4989

TEMPORARY HIGHWAY CLOSURE PERMIT APPLICATION

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THIS FORM MUST BE SUBMITTED A MINIMUM OF 60 CALENDAR DAYS PRIOR TO THE EVENT

For Office Use Only

Permit #: _____

Application Fee: _____

Non-Refundable

GENERAL EVENT INFORMATION

Please Type or Print Information

Location (County Highway): _____

Nearest Street: _____

Date of event: _____ Set Up Time: _____

Start Up Time _____

Rain Date: _____ Finish Time: _____

Reason for Closure: _____

Limits of Closure (from street to street): _____

Estimated attendance at _____ Estimated number of vehicles: _____

Estimated number of participants: _____

Name of Sponsoring Organization: _____

Address / Zip Code: _____

Name of Organizer / Coordinator: _____

Address / Zip Code: _____

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Day Time Phone Number: _____ Pager / Mobile Number: _____
Facsimile (fax) Number: _____ Evening Number: _____
E-Mail Address: _____

Name of Contact Person for Day of the event: _____
Address / Zip Code: _____
Day Time Phone Number: _____ Pager / Mobile Number: _____
Facsimile (fax) Number: _____ Evening Number: _____

Have you sent notification to the Cities and Villages whose roads you are using?

Yes No

If no please explain: _____

What roads will be used as a detour route:

Has the permittee obtained all appropriate approvals for the proposed detour route:

Yes No

Please explain: _____

Traffic Control

(Event Route Marker Signs)

If Applicable

Name of Contractor: _____
Contact Person: _____
Address / Zip Code: _____
Day Time Phone Number: _____ Pager Number: _____
Facsimile (fax) Number: _____ 24 Hour Number: _____

(Traffic Control Signs)

If Applicable

Name of Contractor: _____
Contact Person: _____
Address / Zip Code: _____
Day Time Phone Number: _____ Pager Number: _____
Facsimile (fax) Number: _____ 24 Hour Number: _____

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Day Time Phone Number: _____
Facsimile (fax) Number: _____

Pager Number: _____
Evening Number: _____

These items shall be at the sole expense of the Permittee.

Terms and Conditions

1. All Road Closures involving bicycles shall follow the laws as set forth in the latest edition of the Illinois Vehicle Code **Article XV. BICYCLES**. Section 5/11 –208 (A) subsection 8 may be implemented at the discretion of the McHenry County Division of Transportation when and if it is deemed necessary.
2. Permittee shall have a safety marshal at any major intersections within or involving the closure. Along with the safety marshal, traffic control signs giving advance warning at all major intersections shall be erected. Illinois Department of Transportation standards shall be followed at all times for traffic control. The safety marshals are to assist the Permittee's Invitee's safely without obstructing, delaying or stopping the motoring traffic intersection. The safety marshals at no time are to direct traffic; only assist the safe passage of the Permittee's Invitee's. The safety marshal shall wear the proper attire while flagging the event. The safety marshal shall be an adult over the age of eighteen (18) and have a valid drivers license.
3. Permittee will not start the event until 30 minutes after sunrise and shall be completed 30 minutes before sunset. Setup time shall start no sooner than 2 hours before the start of the event. And at no time shall setup be before sunrise unless pre-authorization is obtained in advance for the event.
4. Permittee shall obtain all additional permits, from any unit of local or State government, which may be required. If minors are involved in the event, the Permittee shall obtain a parental release for each minor under the age of 18, prior to commencement of the event. Where permit will not be issued by local or State authority, certified notification is required. Before the road closure will be approved, all governmental agencies involved must approve in writing their acceptance of their roads to be used for the event's proposed detour.
5. Permittee shall defend, indemnify and save harmless the County of McHenry, its officers, employees, agents, successors and assigns from all claims, damages, litigation or liability asserted against them or against any of them, including any and all costs, attorney fees incidental thereto, on account of any property damage, or on account of any injury or death to any person or persons whomsoever, caused by or to the Permittee, the Permittee's invitee's, participants, or by their use of McHenry County. If the permit extends to a location owned by an entity other than the County of McHenry, the protections afforded under this paragraph and the insurance provisions of **Paragraph 9** shall also apply to the owner. The Permittee shall also submit to the County a copy of all other governmental agencies certificate of insurances before a permit will be issued.
6. Permittee shall purchase and maintain at the cost of the Permittee comprehensive general liability insurance in the following amounts: a) \$1,000,000.00 for bodily injury or death to any one person as a result of any one person as a result of any one occurrence; and b) \$1,000,000.00 for loss of or damage to buildings, structures, or any tangible property.
7. The Permittee shall furnish to the County of McHenry through the McHenry County Engineer or his duly authorized representative, Certificate of Insurance, evidencing the above described insurance policy or policies shall remain in effect for the duration of said special use. The County of McHenry, the McHenry County Division of Transportation, its employees and agents shall be included as an "additional insured" under the above described insurance policy or policies.
8. Permittee and Permittee's Invitees shall not, except as provided herein, trim, cut, or in any way disturb any trees or shrubs on or along the McHenry County or adjacent property, nor shall Permittee alter in any way, any portion or portions of the County Highway including all appurtenances attached thereto.
9. Permittee shall supply sufficient personnel to supervise Permittee's Invitee's, and safety marshals to provide proper traffic control to insure the safety of all persons using the County Highway. Permittee shall also provide sufficient temporary traffic control signing at major intersections and road closures (when needed) to insure safe and orderly use of the County Highway and all signage shall be removed within 2 hours of the expiration of this permit.
10. Permittee shall not allow any employee, volunteers, or invitees to block, obstruct, or hinder normal passage of bicycles, motorized vehicles, pedestrians, or equestrians.
11. Permittee shall keep the premises free of litter and debris, and at the conclusion of the event, permittee shall empty all trash and debris from the County Highway within limits described herein above.

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12. The Permittee and the Permittee's Invitee's shall not consume, keep, sell or in any way distribute or permit the use of any alcoholic beverage within the County right-of-way.
13. This permit may be revoked, modified or canceled at any time by the County Engineer or his duly authorized representative.
14. Permittee shall immediately notify the McHenry County Division of Transportation of any changes or modifications to the conditions upon which this permit was granted.
15. The Permittee shall not perform any work or participate in any activity that is beyond the scope of this permit.
16. The Permittee shall be responsible for all damages to the County Highway arising out of actions caused by the Permittee during the terms of this permit.
17. The Permittee shall comply with all local, state, and federal rules and regulations relating, but not limited to noise pollution standards.
18. Permittee shall **not** place upon the County highways paint of any kind and or permanent markings. All **route marking materials must be pre-approved** by the McHenry County Division of Transportation prior to the event. The only materials MCDOT will consider for route markings will be aerosol water base temporary chalk, sidewalk chalk, removable tape on the pavement and self-standing temporary route markings. These route markings shall not interfere with the normal traffic flow and shall be removed within 2 hours of the finish of the event.
19. Permittee holding a bike race, parade, block party, theatrical production or any event obstructing normal traffic flow must close highway before event will take place. Pre-approval shall be obtained through all applicable agencies before permit will be issued. All detours and traffic control must be included as part of the initial permit application.

Penalties

Violations of any terms and conditions of this permit by the Permittee will result in immediate revocation of the permit. No future consideration may be made by McHenry County for future permits. MCDOT reserves the right to enforce any further penalties or claims that would otherwise be for non-compliance.

Signatures

I have read and agree to all of the above Terms and Conditions set forth in this application.

Petitioner Signature: _____

Date: _____

Name (print): _____

Phone Number: _____

Date: _____