



# INFO

## REQUESTING A STREET CLOSURE? PLEASE READ THIS

- ❖ If your special event request requires the closing of a public road, you must provide a traffic control plan with your application. **PLEASE NOTE: APPLICATIONS FOR EVENTS REQUIRING THE CLOSING OF A PUBLIC ROAD THAT DO NOT CONTAIN A TRAFFIC CONTROL PLAN WILL NOT BE ACCEPTED.**

There are two options available to meet this requirement:

- 1) Hire a 3<sup>rd</sup> party traffic control company. Some potential options include:

Warning Lites (612-521-4200)

Safety Signs (952-469-6700)

Superior Traffic Control (320-743-5535)

All State Traffic Control (320-685-9911)

*You are encouraged to research companies yourself to make an informed decision.*

- 2) You can purchase your own supplies (visit [www.dot.state.mn.us/trafficeng/publ/fieldmanual/index.html](http://www.dot.state.mn.us/trafficeng/publ/fieldmanual/index.html) for details on sign standards and requirements) and submit your own traffic control plan, subject to City review at cost. City staff will review your plan and provide guidance, but please note that **the City does not rent out or otherwise provide traffic control equipment.**
  - ❖ You are required to submit a **certificate of insurance** that names the City of Duluth as an additional insured.
  - ❖ You are required to provide **notice to abutting property owners**. This notice should also be provided to the City Clerk.
  - ❖ Further details can be found in the **“Special Event Checklist.”**