CITY OF REDONDO BEACH
PUBLIC WORKS DEPARTMENT - ENGINEERING SERVICES DIVISION
STREET CLOSURE PERMIT GUIDELINES

REGULATIONS

The City of Redondo Beach requires that a permit be obtained for the temporary closure of a public street. A completed permit application must be filed with the City Engineer, thirty (30) calendar days prior to the requested date of street closure.

Special events justifying the closure of a public street may include block parties, runs, races, fairs, parades, and other approved events.

Separate permits from the City Engineer, are required for filming, selling merchandise, and all other types of activities that involve encroachment on the public right-of-way.

Unless otherwise directed by the Mayor and City Council, closed streets shall remain open to public transportation vehicles having designated routes and/or public safety/emergency vehicles.

APPEAL

Final authority for granting a street closure permit rests with the City Engineer. A City Engineer’s decision denying, suspending or revoking a permit, may be appealed to the Mayor and City Council.

If the applicant chooses to appeal the decision of the City Engineer, a statement addressed to the Mayor and City Council must be filed by the applicant, with the City Clerk, no later than fifteen (15) calendar days after the receipt of the notice of denial, suspension or revocation of permit. The City Clerk’s office will notify the applicant in writing, by certified mail, of the date, time and location set for the appeal hearing.

CONSENT / PETITION

Prior to granting a street closure permit, the City of Redondo Beach requires that the applicant obtain the following:

- Letters of Consent from all affected businesses.
- Signatures of Approval from all affected residents, on a City petition form.
- Signatures of approval from owners or managers of all affected multi-unit residential complexes, on a City petition form.

BUSINESS LICENSE

Prior to granting a street closure permit, the City of Redondo Beach requires that the applicant ensures the following:

- Independent contractors providing on-site services shall maintain an active Redondo Beach city business license, throughout the term of this permit.
- Catering services providers, sanitation services providers, auxiliary power providers, filming producers and merchandise sellers that provide on-site staffed services, shall maintain an active Redondo Beach city business license, throughout the term of this permit.

INSURANCE, SUBROGATION & INDEMNITY

- Permittee shall maintain on city files, throughout the term of this permit, a City-approved general liability insurance policy and endorsement naming the City additional insured on primary basis.
- Permittee shall maintain on city files, throughout the term of this permit, a City-approved workers’ compensation and employers’ liability insurance policy or declaration when required.
- Signing this permit is prima facie evidence that the permittee hereby waives permittee’s right of subrogation against the City of Redondo Beach, its officers, elected and appointed officials, employees and volunteers for any loss, liability, damage, or cost sustained by any person or property, arising out of work or operations performed by or on behalf of the permittee, including materials, parts, or equipment furnished in connection with such work or operations.
- Signing this permit is prima facie evidence that the permittee hereby agrees to indemnify, defend and hold harmless the City of Redondo Beach, its officers, elected and appointed officials, employees and volunteers against any loss, liability, damage, or cost sustained by any person or property, arising out of work or operations performed by or on behalf of the permittee, including materials, parts, or equipment furnished in connection with such work or operations.

FEES / DEPOSIT

- Permittee shall pay all applicable permit and inspection fees, as established by a resolution of the Mayor and City Council.
- Permittee shall post a minimum cash deposit of $1,000 for every one block of closed street.

TRAFFIC CONTROL

- Permittee shall provide, at permittee’s sole cost, all the barricades and traffic signs necessary for the street closure. All traffic control devices must be set up in accordance with section 21400 of the California vehicle code, and to the satisfaction of the City Engineer and/or his representative.
- Permittee shall submit traffic delineation plans, when required, to the City Engineer and/or his representative. Permittee shall provide all the barricades and traffic signs necessary for the street closure. All traffic control devices must be set up in accordance with section 21400 of the California vehicle code, and to the satisfaction of the City Engineer and/or his representative.
- Permittee shall obtain the approval of the City Engineer and/or his representative, as well as the approval of the Police Department, prior to posting no-parking signs. Such signs shall be posted seventy-two (72) hours prior to enforcement.

CONDUCT

- Permittee shall ensure that events authorized by this permit, be conducted in an orderly manner and with a minimum inconvenience to the public.
- Permittee shall protect in place, at permittee’s sole cost, all improvements within the closed street, and all other affected improvements, including public and private properties, to the satisfaction of the City Engineer and/or his representative.
- Permittee shall remove litter generated by the event, on daily basis, at permittee’s sole cost, from all improvements within the closed street and from all other affected improvements, including public and private properties, to the satisfaction of the City Engineer and/or his representative.
- If the City crews are called upon to perform work due to permittee’s negligence, the cost of such City-Performed work shall be deducted from the deposit of this permit.

INSPECTION

Upon conclusion of the permitted event, the City shall conduct a thorough inspection of the event site. If the closed street and all other affected improvements, including public and private properties, are inspected and found to be in order, the posted deposits shall be released within approximately thirty (30) calendar days from the date of final inspection, less any and all extra charges and penalties incurred.

STATEMENT & AGREEMENT

I, the Permittee, hereby state that I have read and understand the above guidelines of this permit. I, the permittee, hereby agree to comply with all applicable federal, state and local laws, rules and regulations including the above guidelines of this permit.

Name of Event: ____________________________

Name of Permittee: ____________________________

Signature of Permittee or Authorized Agent: ____________________________

Date: ____________________________

Permit No.: ____________________________

WEB: WWW.REDONDO.ORG

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