CITY OF THE DALLES PUBLIC WORKS
1215 WEST 1st STREET
THE DALLES, OREGON 97058
(541) 296-5401

Application Fee	$10
Expedite Fee	$25
Event Deployment Fee	$50

A contractor work zone is not an event.

SIDEWALK/STREET CLOSURE APPLICATION

In accordance with The Dalles Municipal Code 2.24.060, the sidewalk/street closure permit application must be submitted at least seven (7) business days prior to the proposed closure date. The Public Works Department shall have seven days to process the application. Fee(s) must be paid in full before application will be processed. **This permit will be considered a public document. All information submitted will be accessible to the public, in its entirety, on the City's website.**

Please download and save this form before filling it out.

Date of Application:
10/31/2023
Format: MM/DD/YYYY

Applicant First Name
Lisa
Primary First Name

Applicant Last Name
Rundell
Primary Last Name

Contact/Responsible Party
Lisa Farquharson
If the responsible party is not the applicant

Email:
events@thedaleschamber.com
Primary email address

Business Name:
The Dalles Chamber of Commerce

Mailing Address:
404 W 2nd St. The Dalles, OR 97058

Phone:
(541) 296-2231
On-call emergency phone number

Other Phone:
(541) 240-1050
Daytime phone number

For sidewalk closures a temporary pedestrian accessible route plan (TPARP) must be selected.

- View the TPARP advisory memorandum here.
- View the TPARP options here and then select the type you will use.

Type of Closure:

- [x] **Street (TCP Required)**
- [ ] **Sidewalk (TPARP Required)**
- [ ] **City-Owned Parking Lot (TCP Required)**
- [ ] **Dumpster placed in the right-of-way**
- [ ] **Other (Describe below)**

For sidewalk closures, select a type of Temporary Pedestrian Accessible Route Plan (TPARP):

- [ ] **1.a. Sidewalk diversion - Within roadway**
- [ ] **1.b. Sidewalk diversion - Additional right-of-way**
- [ ] **2. Sidewalk closure - Mid-block**
- [ ] **3. Sidewalk closure - Corner**

Please describe other type of right-of-way closure

Location(s) of closure
Parade Route:
6th street at Webber, East to 3rd street, to Monroe, left on Monroe to 2nd, 2nd street to the Dalles Chamber office (404 w 2nd)
Please write the addresses or sections of sidewalk/street for the requested closure.

Reason for closure (e.g. event, construction, etc.)
Veteran's Day Parade
Please describe the project or event for the requested closure.

Closure begin date
11/11/2023
Format: MM/DD/YYYY

Time
11:00

Closure end date
11/11/2023
Format: MM/DD/YYYY

Time
12:30

Sidewalk/Street Closure Fees

Fee(s) must be paid in full before application will be processed.

1. Application Fee: $10.00
2. Expedited Fee (when application is turned in less than 5 days prior to the event): $25.00
3. Event Deployment Fee (on for profit events which require use of City signs and barricades that staff deliver to event): $50.00
   A contractor work zone is not an event.

To pay by credit card, call the Public Works Department at (541) 296-5401.

To pay with a check or cash, mail or deliver to the City of The Dalles Public Works Department, 1215 West 1st Street, The Dalles, 97058 during business hours, weekdays 7:00 a.m. to 4:00 p.m.

Required Attachments

The applicant may be required to email one or more items to complete this application:

1. For street closures, applicants must attach a written and drawn **traffic control plan** that shows the safe and efficient movement of public traffic through or around a work/closure zone while protecting workers, incident responders, and equipment. The traffic control plan will be reviewed per the Oregon Temporary Traffic Control Handbook.
2. Applicants for street or City-owned parking lot closures for events or construction work must provide a **Certificate of General Liability Insurance** with a minimum of $1,000,000 coverage, with stated purpose of on the Certificate for the event and listing The City of The Dalles, 313 Court St. The Dalles, OR 97058 as a co-insured. Insurance is in addition to acknowledgement of responsibility and cannot be cancelled without prior notice to the City.

View the City's policy for insurance requirements here. Read The Dalles Municipal Code 2.24.060 here.

Acknowledgment of Applicant Responsibility

☑ I, the Applicant, agree to comply with the provisions of the City Charter, The Dalles Municipal Code (including TDMC 2.24.060), Resolutions, City policies connected with sidewalk and street closures, and with the requirements listed in this Application.

☑ I, the Applicant, agree to indemnify, defend, and hold harmless the City of The Dalles and its officers, agents, and employees, from and against all liability, loss, and costs (of whatever form or nature, including property damage, pedestrian accessibility, personal injury, and death) arising from or relating in any way to actions, suits, claims, or demands attributable in whole or in part to my (including my officers, agents, and employees) acts or omissions in the performance of activities connected with this Permit.

☑ I, the Applicant, certify I or the Responsible Party listed in this Application will notify adjacent property or business owners 72 hours prior to any closures authorized by this Permit.

☑ I, the Applicant, certify I or the Responsible Party listed in this Application shall remain on-site or be available for on-call emergencies for the duration of the Permitted event and closure.

☑ I, the Applicant, certify I or the Responsible Party listed in this Application will notify City Public Works Central Dispatch at the times of both closure and reopening by calling (541) 298-5507.

Failure of the applicant to meet the requirements of this permit, including following of the Traffic Control Plan and/or Temporary Pedestrian Accessible Route Plan, will result in a Stop Work Order and possible revocation of the permit.

By clicking submit and pasting or typing your name/signature in the signature line, you confirm you have read, understood, and affirmatively agree to be bound by the terms and conditions described.

Applicant Signature

Lisa Rundell

Please save the form after signing. Then click to email the form to publicworks@ci.the-dalles.or.us

Receipt of Required Items

City Use Only

TCP for Street/Parking Lot Closure:	☐ Attached		☐ Not Required	
TPARP for Sidewalk Closure:	☐ Attached		☑ Not Required	
Certificate of General Liability:	☑ Attached		☐ Not Required	
Payment Received:	☐ Check	☐ Cash	☐ Credit Card	

1. No sidewalk closures with this permit. (TS)
2. Public Works will set out and pick up all of the necessary traffic control for the event.

Record of Approvals

Americans with Disabilities Act Coordinator

Daniel Hunter

Digitally signed by Daniel Hunter
Date: 2023.11.01 08:17:23 -07'00'

Human Resources/Risk Director

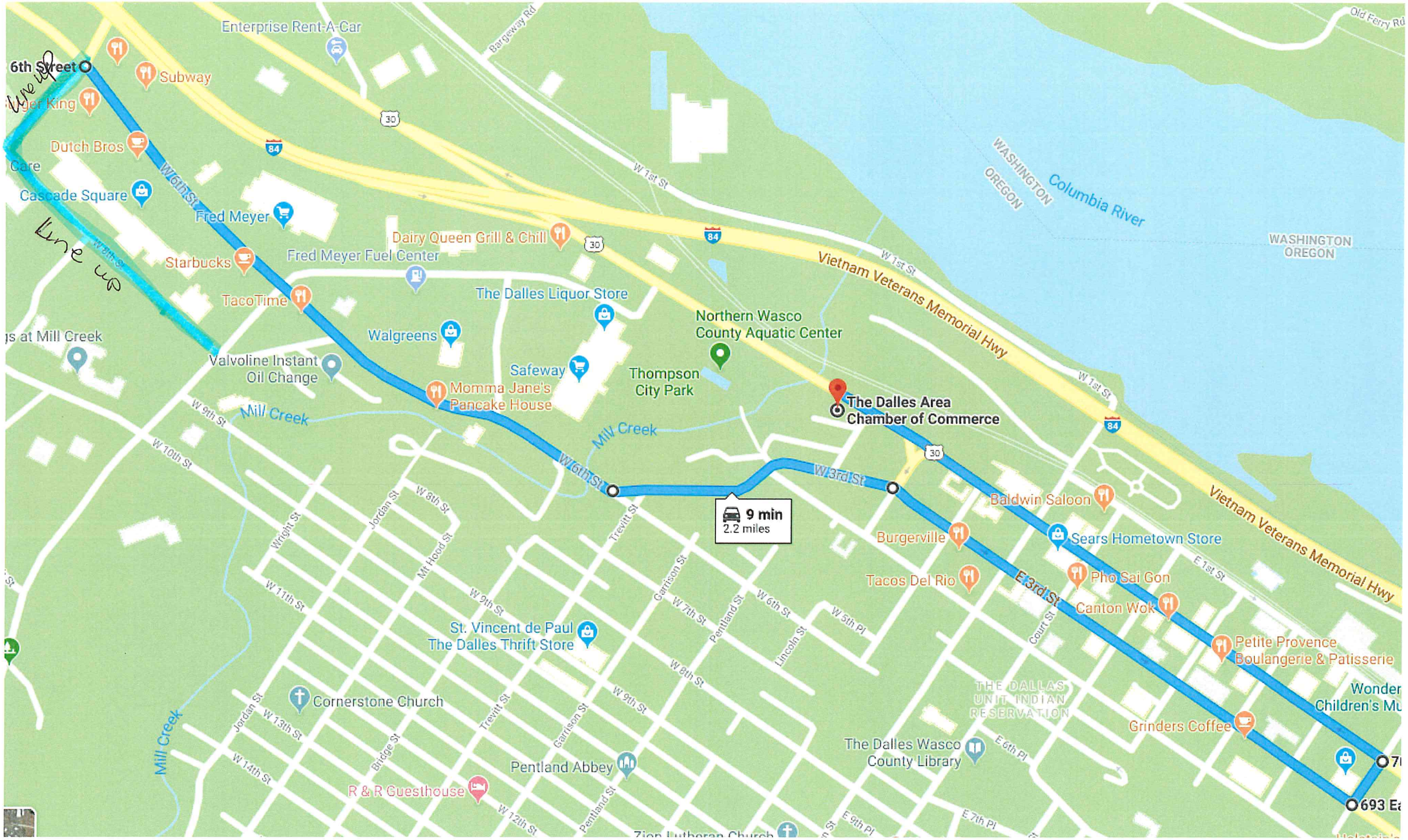
David Mills

Digitally signed by David Mills
Date: 2023.11.02 16:43:48 -07'00'

Transportation Division Manager

11/11/23

Permit Expiration Date



Enterprise Rent-A-Car
6th Street
Subway
Dutch Bros
Cascade Square
Fred Meyer
Starbucks
TacoTime
Fred Meyer Fuel Center
Dairy Queen Grill & Chill
The Dalles Liquor Store
Walgreens
Valvoline Instant Oil Change
Safeway
Momma Jane's Pancake House
Northern Wasco County Aquatic Center
Thompson City Park
The Dalles Area Chamber of Commerce
Vietnam Veterans Memorial Hwy
Columbia River
WASHINGTON
OREGON
Mill Creek
W 6th St
W 3rd St
E 3rd St
9 min
2.2 miles
Baldwin Saloon
Sears Hometown Store
Burgerville
Tacos Del Rio
Pho Sai Gon
Canton Wok
Petite Provence Boulangerie & Patisserie
Grinders Coffee
St. Vincent de Paul The Dalles Thrift Store
Cornerstone Church
Pentland Abbey
R & R Guesthouse
The Dalles Wasco County Library
THE DALLAS UNIT INDIAN RESERVATION
Zion Lutheran Church
Bargeway Rd
Old Ferry Rd
W 1st St
W 8th St
W 9th St
W 10th St
W 11th St
W 12th St
W 13th St
W 14th St
Jordan St
Wright St
Mt Hood St
Trevitt St
Garrison St
Pentland St
Lincoln St
Court St
Bridge St
W 7th St
W 6th St
W 5th Pl
E 1st St
E 6th Pl
E 7th Pl
E 9th Pl
Wonder Children's Mu
693 Ea
Line up
Line up

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 02/15/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Oregon Trail Insurance 409 W 4th Street The Dalles OR 97058	CONTACT NAME: PHONE (A/C, No, Ext): (541) 296-2395 FAX (A/C, No): (541) 296-6143 E-MAIL ADDRESS:
INSURED The Dalles Area Chamber of Commerce 404 West 2nd Street The Dalles OR 97058-	INSURER(S) AFFORDING COVERAGE / NAIC # INSURER A : Us Liability Insurance CO INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY	Y		NBP1555113D	03/05/2023	03/05/2024	EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ Included
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
	UMBRELLA LIAB OCCUR						EACH OCCURRENCE	$
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$
	DED RETENTION $							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y / N						PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Veterans Day Parade Nov 11, 2023.

CERTIFICATE HOLDER

CITY OF THE DALLES
313 COURT STREET
THE DALLES OR 97058-

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

AI 000081

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD