

CITY OF RHINELANDER STREET CLOSING POLICY

Policy

The Departments shall respond within reason to ALL requests involving the closures of streets for public and private events/uses.

Definitions:

1. Public and private street closures may include but are not limited to:
 - a. Public events held annually such as the July 4th celebration, Riverwalk Celebration, Oktoberfest Celebration, etc.
 - b. Private events may include auctions, block parties, fund raising events, etc.
2. Contractor/Business street closures may include, but are not limited to:
 - a. Equipment placement with use of City's right of way during construction or repair.
 - b. During lateral work for new or replacement.
 - c. Moving of Building.
 - i. Moving of buildings will be scheduled at the convenience of the Police Department; Moving permits are required and may be obtained from Rhinelander Fire/Inspection Department (715-365-8606) located at 128 West Frederick Street. Ordinance information 5.01.04.

Procedures:

When an organization or private party wishes to request a street closure for public and private events for a specific amount of time, the responsible party will submit said request in writing at **least 60 (Sixty) days** prior to the event to the City Clerk for approval by permit. This may also require such party to fill out the special event packet. The permit(s) will then be submitted to the appropriate departments for initial approval.

When a contractor or business wishes to request a street closure for work being done and use of the public way is needed to accomplish such work, the responsible party shall submit said request by permit application to the Rhinelander Fire/Inspection Department a **minimum of 10 (ten) days** prior to the closure request; this will include any and all detour requests if needed. *A site map of streets and specific location of request must accompany application.*

Final approval will be predicated upon approval of all agencies involved. Once approved, the appropriate department will provide copies of the request to all local emergency services, to include the Rhinelander Fire/Inspection Department and Oneida County Ambulance and Sheriff's Departments, as well as Public Works.

Agencies (or responsible party) will be required to notify the Police Department of any and all conflicts that may arise once notification has been made.

The requesting party will be responsible to contact Rhinelander Public Works (715-362-2728) located at 644 Washington Street, to arrange to pick up the barricades. Barricades may be picked up Monday through Friday from 7:00 A.M. - 3:00 P.M. The responsible party will also set the barricades up, remove them at the end of the event and return them to Public Works.

Street Closing Permit Fees: Minimum Fee \$30.00

Barricade rental rates available from Public Works (715-362-2728).

Rhinelanders Clerks Office * 135 South Stevens Street, Rhinelander, WI. 54501
715-365-8600 (ext 2) * mstoll@rhinelandercityhall.org