



Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Permit Application

City Clerk's Office
18 East 22nd Street
Kearney, NE 68847
308-233-3216
mtrembly@kearneygov.org

Answer all questions completely. Inaccurate or incomplete responses may result in the denial of a permit. If you have any questions, contact the City Clerk's office at 233-3216.

APPLICANT/RESPONSIBILITY PARTY INFORMATION		
1. NAME:		2. TODAY'S DATE:
3. ADDRESS:		4. EMAIL:
5. CITY:	6. STATE:	7. ZIP CODE:
8. DAY PHONE:		9. CELL PHONE:
10. COMPANY/ORGANIZATION NAME, IF APPLICABLE:		
11. COMPANY ADDRESS/CITY/STATE/ZIP:		12. COMPANY PHONE:
13. NAME OF ALTERNATE CONTACT PERSON:		14. ALTERNATE'S CELL PHONE:
EVENT INFORMATION		
15. EVENT NAME:		
16. LOCATION:		
17. ACTUAL EVENT DATE(S):		18. ACTUAL TIME OF EVENT: (i.e., 7:00 a.m. to 5:00 p.m.)
19. EVENT DESCRIPTION (Please check what type of event this is): <input type="checkbox"/> Bike Ride <input type="checkbox"/> Walk/Run <input type="checkbox"/> Parade <input type="checkbox"/> Other: If your event affects abutting property owners, did you notify them of your event? <input type="checkbox"/> Yes <input type="checkbox"/> No. * Please provide a detailed description of your event on a separate sheet of paper. Document(s) with this information or other materials describing this event must be attached.		
20. STREET CLOSURE: Will your event require the use of closing any portion of street(s)? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, describe in detail: Does your event require the use of a state highway? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, the City will have to apply for the State Permit which requires an additional 45 days to obtain.		
21. PARKING SPACES: Will your event require the use of any parking stalls? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, how many and describe in detail:		
22. HIKE/BIKE TRAIL: Will your event require the use of any portion of the hike/bike trail? <input type="checkbox"/> Yes <input type="checkbox"/> No. If so, you must obtain a permit from the Park & Recreation Department.		

23. TRAFFIC CONTROL:

Will your event require the use of traffic control (i.e., barricades, cones, police, etc.)? Yes No. If so, describe in detail:

24. SIGNS/STAKES/ETC.:

Will your event require the use of the placement of any objects (i.e., signs, stakes that will be placed in the ground)? Yes No If so, please describe:

25. Are there any special provisions or information pertaining to your event which have not been addressed on this application:

MAPS

Route Map: All events that include a run, walk or other activity in which participants will be following a course will be required to attach a Route Map and a written document of the proposed route of the event. The Route Map shall indicate the relative location of any signs and/or vendor banners or other objects. All proposed Route Maps are subject to the approval of the Review Committee. Courses that require to be marked shall use spray chalk purchased from the Park & Recreation Department (\$6.50) or sidewalk chalk. PERMANENT SPRAY PAINT OR MARKING PAINT IS PROHIBITED.

SPECIAL PROVISIONS/REQUIREMENTS

The use of the parks, trails and/or sidewalks are encouraged. However, a Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permit closing a City street and/or public right-of-way will only be granted when no other reasonable alternative exists.

An Application for a Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permit must be submitted to the City Clerk requesting the event closure no later than sixty (60) days in advance of the event.

Applicant must provide a Certificate of Liability Insurance listing the City of Kearney as a Certificate Holder demonstrating minimum coverage specifically covering the event as follows:

- General Liability: Limits of at least \$1,000,000 per occurrence, \$2,000,000 general aggregate.
- Automobile Liability If Applicable: Limits of at least \$1,000,000 Combined Single Limit (CSL) per Accident; Coverage shall apply to all Owned, Hired, and Non-Owned Autos.
- Workers' Compensation: As required by State Law.

The Applicant must waive any and all rights of recovery against the City of Kearney for damages or liability that may arise from this event, and add to or include in all policies a Waiver of Subrogation in favor of the City of Kearney, Nebraska.

No alcohol is allowed on City property upon which a Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permit is granted.

Any sign, poster, advertisement or notice shall not be placed upon any curb stone or upon any portion of any sidewalk or street, or upon any tree, post, pole, hydrant, or other structure within the limits or upon the corporate property of the City. Such placement shall be back of the sidewalk or 15 feet from the street. Improperly placement of said signage will be removed by the City.

APPLICANT ACKNOWLEDGMENT

Applicant, having full authority to bind the entity on whose behalf this Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permit is sought, agrees to comply to all terms, conditions, agreements, and provisions contained therein, including all attachments thereto; and shall indemnify and defend the City of Kearney, its officials, agents and employees (the "Indemnities") against any losses, costs, damages, liabilities, claims, suits, actions, causes of

action and expenses resulting from, arising out of, or relating to any negligence or intentional misconduct by the applicant of the sponsoring organization, its officers, employees, or any person under its control in connection with this permit.

I do so solemnly swear (or affirm) that all answers given and statements made on this application are complete and true to the best of my knowledge and beliefs. I have read and understand the terms and conditions outlined in this document.

Unless expressly provided for in the permit, Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permits do not grant the permit holder with exclusive rights to the City property including, but not limited to, any right to restrict access, use and First Amendment activities of any person on City property open to the general public.

I agree to be bound by the above terms as a condition to the issuance of the Street/Sidewalk/Parking Lot Closure, Traffic Control and/or Parking Restrictions Event Permit.

NAME OF APPLICANT

SIGNATURE OF APPLICANT

DATE

Thank you for completing your Permit Application. Before you submit your application to the City Clerk's Office, please make sure that the following steps have been completed:

Have you?

- Signed and dated your application?
- Attached your event route map?
- Provided all documents and information as requested through this application?
- Submitted Certificate of Insurance?

Submit your completed application to:
City of Kearney
City Clerk's Office
18 East 22nd Street, P.O. Box 1180
Kearney NE 68848
Phone: (308) 233-3216

FOR OFFICIAL USE ONLY

Approved by Police Department:

Approved by Public Works:

Chief of Police *Date*

Director of Public Works *Date*

Approved by Park & Recreation:

Approved by City Manager:

Director of Park & Recreation *Date*

City Manager *Date*