



CITY OF ANDOVER PUBLIC WORKS
DEPARTMENT
TEMPORARY STREET CLOSURE PERMIT
APPLICATION

1609 E. Central Ave., Andover, Kansas 67002 | 316.733.1303

Complete the following application and return to the Department of Public Works, 1609 E. Central Ave., Andover, KS. Applications must be submitted at least 10 business days before requested closure event. If approved, a copy of the signed permit will be mailed to you.

Applicant Name

Date of Application

Address

Email

City/State

Telephone

Description of closure:

_____ between _____
(Street Name) (Cross Street)

and _____
(Other Cross Street) (Include addresses at both ends of proposed street closure)

on _____ from _____ to _____
Date Time Time

for the purpose of _____
Detailed Description

Barricades Needed: (REQUIRED) ☐ YES ☐ NO

SECTION 1. PERMIT REQUIRED.

Except as otherwise provided by law, it shall be unlawful, to close any public street unless a Street Closure Permit therefore has been issued in accordance with the provisions of this Policy. The City of Andover shall be exempt from having to obtain a Street Closure Permit for any city-sponsored or co-sponsored event.

SECTION 2. MAP OF REQUESTED CLOSURE AREA.

A traffic control plan or an aerial map **MUST BE** attached to application form and shall include alternate routes to all through traffic arterial streets from the closure area.

SECTION 3. FIRE LANES.

Any street closed shall at all times have a fifteen (25ft) foot wide emergency vehicle lane which shall extend throughout the closed area of the street and beyond to the next intersection in both directions. Said lane, shall be at all times kept clear of all obstructions to provide emergency vehicular access.

SECTION 4. FIRE HYDRANTS.

No obstruction shall be erected or maintained within a fifteen (15ft) foot wide radius of any fire hydrant.

SECTION 5. CLEANUP.

Any person or persons issued a Street Closure Permit shall, at the conclusion of the event for which such permit was issued, assure that all necessary clean-up of streets and adjacent properties is performed.

SECTION 6. NOTIFICATION.

Applicant shall be responsible for notifying adjacent businesses, residents, and other applicable parties at least 7 days prior to the closure.

CITY OF ANDOVER USE ONLY

Police Chief Buck Buchanan

Date _____

Comments: _____

☐ APPROVED

☐ DENIED

Approved By: _____

Fire Chief Chad Russell

Date _____

Comments: _____

☐ APPROVED

☐ DENIED

Approved By: _____

Director of Public Works and Utilities Rick Lanzrath

Date _____

Comments: _____

☐ APPROVED

☐ DENIED

Approved By: _____