



City of Elk Grove
Street Use Permit – Special Events/Block Party/Film
8401 Laguna Palms Way, Elk Grove, CA 95758
Phone (916) 627-3320
Email pwpermits@elkgrovecity.org
www.elkgrovecity.org

Permit Type	
Permit Number	
EGPD	
CCSD Fire	
PW Department	
Insurance	
Issued Date	

Street Use Permit – Film Application

In addition to this license, motion picture or television productions in the City limits of Elk Grove require the following:

- The City of Elk Grove requires an insurance policy for \$1 million in the City's name for liability coverage.
- A major encroachment permit from the Public Works Department. Any production that intends to control traffic or park their equipment vehicles on the public street will require this permit.
- Security/traffic control officers. The City requires the use of Elk Grove Police Officers for traffic control. The EGPD requires ten (10) working days notice to process a work contract.
- All production involving gunfights, explosions, or elaborate special effects should invoice the Elk Grove Police Department and the Cosumnes Community Services District (CCSD).
- A \$125.00 non-refundable fee must be paid with the filing of the application, and the amount required for departmental charges, if any, must be deposited before the permit is issued.

Company Name	Address	City	State	Zip Code
Representative Name/Title	Driver's License Number	Telephone Number	Email Address	
Name of Production	What type of production will occur?			
Number of Casts	Number of Crews			
Are animals to be used? If yes, please indicate type of animal.				
Signature			Date	

Locations

1	Location
	Summarize the scene(s) to be filmed (include extraordinary scenes such as fights, robbery speeding car(s),. Use of fire, water, explosives, etc.
	Indicate number and type of vehicles to be parked within City right-of-way. Trucks _____ Vans _____ Buses _____ Generators _____ Dressing Rooms _____ Production Cars _____ Picture Cars _____ Other (specify) _____
	List street(s) requested for parking

Street Use Permit – Film Application Continued

	List street(s) requested for street closure (Street closure requires additional documents.)
2	<p>Location</p> <p>Summarize the scene(s) to be filmed (include extraordinary scenes such as fights, robbery speeding car(s),. Use of fire, water, explosives, etc.</p> <p> </p> <p> </p> <p> </p> <p>Indicate number and type of vehicles to be parked within City right-of-way. Trucks _____ Vans _____ Buses _____ Generators _____ Dressing Rooms _____ Production Cars _____ Picture Cars _____ Other (specify) _____</p> <p>List street(s) requested for parking</p> <p>List street(s) required for street closure (Street closure requires additional documents.)</p>
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Street Use Permit – Film General Provisions

PERMIT: This permit is issued in accordance with Sections 21100 and 21101 of the California Vehicle Code and Title 9 and 10 of the City of Elk Grove Code.

APPLICANT: No permits will be issued unless signed by a person or persons of 21 years of age or older.

APPROVAL: This permit is subject to the approval of the City of Elk Grove Police Department. This agency may add additional requirements, conditions, or restrictions and may request the Director of Public Works to deny this permit in the interest of public safety if any specific requirements are imposed by this agency, the Applicant shall be responsible for any contact with this agency necessary for fulfilling the additional requirements.

ACCEPTANCE OF PROVISIONS: It is understood and agreed by the Applicant that the undertaking of activity under this permit shall constitute an acceptance of all the general and specific conditions hereof.

KEEP PERMIT ON SITE: This permit shall be kept at the site of the activity and must be shown to any representative of the Public Works Department or any law enforcement officer on demand.

MINIMUM PUBLIC DISTURBANCE: Loud music, noise, and other disturbances must be kept to a minimum consistent with the wishes of adjacent property owners and occupants and the affected public. Disturbance complaints will result in possible enforcement action and denial of future street use permits. The proposed event shall not cause other adverse impacts on health or safety to surrounding residential or commercial uses, which cannot be effectively mitigated. Calls for police services during this event may result in the permit being revoked by the City of Elk Grove Police Department to meet public health, safety, or welfare requirements.

TRANSIT REQUIREMENTS: For more information, contact Sacramento Regional Transit District (SacRT) at (916) 687-3030 to discuss possible bus stop closure or route changes.

MINIMUM INTERFERENCE WITH TRAFFIC: All activity shall be planned and carried out so that there will be the least possible inconvenience to the traveling public. The preparation or conduct of the event shall not unduly impede, obstruct, or interfere with the operation of emergency vehicles or equipment on the site. The closure will shall not jeopardize public health, safety, or welfare.

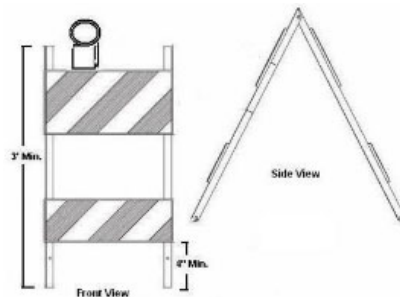
ANIMAL USE: The use or presence of animals in or at the event shall be in compliance with California state and local laws and regulations, including, without limitation, laws and regulations pertaining to the care, handling, and confinement of animals.

FEES: There shall be no fee or charge required for vehicles or persons to enter or leave or use City streets.

INDEMNIFICATION, DEFENSE, AND HOLD HARMLESS AGREEMENT: In consideration of the granting of this Application, it is agreed by the Applicant that the Applicant shall indemnify, protect, defend, and hold harmless the City, its officers, officials, employees, agents and volunteers from and against any and all claims, damages, demands, liability, costs, losses and expenses, including without limitation, court costs and reasonable attorneys' and expert witness fees, arising out of any failure to comply with applicable law, any injury to or death of any person(s), damage property, loss of use of property, economic loss or otherwise arising out of any activity undertaken under the terms of this application and the permit or permits which may be granted in response thereto, and that all of said liabilities are hereby assumed by the Applicant. It is further agreed that if any part of the activity interferes with the further use of the highway/roadway it shall be removed or relocated immediately, at the expense of the Applicant.

TRAFFIC CONTROL: Applicant shall take adequate precautions for the protection of the traveling public. Barricades, red lights, warning signs and flagmen, where necessary, shall be maintained until all obstructions are removed and the roadway is safe for the use of traveling public. City streets shall not be closed or traffic lanes blocked unless specifically permitted on this permit. No structure shall be placed in any street which would impede the movement of vehicles except for movable barricades as authorized herein. Access to a closed street shall be denied to through traffic by placing wooden barricades across the closed street at each intersection with another public street. These barricades shall be placed approximately 10 to 20 feet away from the intersection and shall not impede the movement of vehicles along the intersecting street. Access to a closed street shall be provided for the local traffic and emergency vehicles at all times by leaving a 10-foot gap in the barricading at each location where access is controlled. A street closure on a residential street which complies with the requirements of the section below on street closure for non-public purposes will normally require no traffic control or directional signs other than the barricades and "Road Closed" signs described in the following sections on barricades and signs. The road closure locations must be shown on a sketch or map. In addition to meeting the specific conditions indicated below, parades or similar activities may require a detailed traffic detour plan. A traffic detour plan will normally not be required in the case of 30 or fewer legally registered vehicles with a route generally along minor streets provided not more than ½ mile of the route is on a major arterial street or 4 or more lanes in width. In addition the parade speed on the major street must be at least ½ of the posted speed limit. Another example

of an event which would not require a detour plan is a walk -a-thon in which all the streets on the route have adequate provisions for pedestrians, the participants are sufficiently spread out, and they obey all traffic laws. Some activities will require a complete detailed traffic detour plan. An example is a parade with floats, walkers, or horses on a major street. In some cases traffic may be able to be detoured onto two lanes of a 4-lane street while in other cases an alternative route around the parade will have to be provided for traffic. When horses are used in a parade, they must be separated from the traffic by a median island or a vacant traffic lane. A complete detour plan shall include all required signs, barricades, delineators, etc., for safety detouring traffic around the street closure. If it is not clear whether an activity will require a detour plan and/or a street closure, the prospective applicant should contact the City traffic section before submitting the permit application.



BARRICADES: Type III (A frame) barricades along with "Road Closed" signage shall be used to close all approaches to the event. Barricades (with warning lights) and "Road Closed" signage shall be retro-reflective for nighttime service. Road closure signs shall be posted at least 24 hours in advance of the event and shall comply with the current edition of MUTCD*

guidelines. Signage for road closures is to be consistent with the current edition of the California Manual on Traffic Control Devices (MUTCD). Type III "A" frame barricades are to be positioned in the travel lanes in advance of the closure. Regulatory signage: Road Closed (R11-2) is to be securely attached to each barricade. A minimum of three (3) barricades is required at each end of the closure. Closure signage should be positioned to give adequate advance notice to motorists and provide alternate routes of travel (i.e., turn left or right a closure). During hours of darkness, the barricades and signage shall be retro-reflective and have flashing warning lights. Wooden barricades shall have the dimensions as shown in the drawing below. The standard marking for barricades shall be alternate black and white sloping stripes, but black and yellow stripes or all white or all yellow barricades are also acceptable. When striping is employed, each barricade rail shall be marked with alternate black and white (or yellow stripes of 4inch to 6-inch widths at an angle of 45 degrees). Each barricade used at night shall be effectively reflectorized or illuminated and shall be equipped with a battery-operated barricade flasher having the following characteristics:

- HEAD ASSEMBLY:** The head assembly shall consist of two lenses for bi-directional operation. The two lenses shall be circular in shape, 7 inches in diameter. Each lens shall have a ½-inch width perimeter of reflex reflecting median as an integral part of the lens. The color of the lens shall conform to the USAID.10.1 yellow signal lens specifications.
- OPTICAL REQUIREMENTS:** the minimum effective intensity shall be 3.5 candles maintained within an elliptical pattern 9 degrees on each side of the vertical axis, and 5 degrees above and 5 degrees below the horizontal axis.
- DWELL TIME:** The minimum dwell time shall be 150 milliseconds. Battery operated barricade flashers should be mounted a minimum of 3-feet above the roadway.

SIGNS: At least one sign reading "Road Closed" shall be placed at each intersection. Each sign shall measure at least 48 inches by 30 inches and shall have 8-inch black letters on a white background. Each sign shall be mounted on a barricade as described above and shall be effectively reflectorized or illuminated if used at night.

STREET CLOSURE REQUIREMENTS: Street closures are allowed only on the following types of residential streets: A cul-de-sac or dead-end street intersecting another residential street. A circle not greater than ½ mile in length intersected by another residential street. A residential street or portion thereof not greater than ½ mile in length, intersected by two other residential streets, where a route equivalent to the closed streets exists within ½ mile of the closed street. Street closures are not allowed on arterial streets or streets where the speed limit is greater than 25 MPH. Street closures must be made at intersections therefore, no less than one block segments shall be considered for approval. Street closures shall be allowed only until 10:00 PM on Sunday through Thursday and until 12:00 AM on Friday and Saturday. The closure shall be removed sooner if so specified on the permit. A written agreement must be submitted including the signature and address of each property owner on a street to be closed and shall indicate each property owner's agreement with or objection to the street at the time and date proposed. This agreement must be completed and attached to the permit application before application will be considered.