

# Right of Way Closure Rules

## Definitions

**Bubble** means a police escorted procession or march that utilizes little to no temporary traffic control devices. **(Staff Defined)**

**Moving Event** means a full or partial closure of public streets, sidewalks or surrounding rights of way for an organized procession, march or run that moves outside of its venue area. **(Staff Defined)**

**Reasonable Access** means at least one route that allows access in and out of a closure area. **(Staff Defined due to Task Force Recommendation)**

**Stationary Event** means a full or partial closure of public streets, sidewalks or surrounding rights of way that does not move outside of its venue area. **(Staff Defined)**

**Venue Area** means the scene of a gathering for an event. **(Staff Defined)**

**Walking Event** means a procession or march that involves pedestrians only. **(Staff Defined)**

## Moving Events

1. The following roadways may not be totally closed or crossed at grade, unless approved by Council:
  - A. 5<sup>th</sup> and 6<sup>th</sup> Streets, from Mopac to IH-35.
  - B. Lamar Blvd. from West 38<sup>th</sup> Street to Ben White Boulevard. **(Task Force Recommendation)**
2. Two-way vehicular traffic must be maintained on Oltorf Street at all times. **(Task Force Recommendation)**
3. A moving event shall not have closed the Congress Avenue Bridge and the South 1<sup>st</sup> Street Bridge simultaneously. **(Task Force Recommendation)**
4. Events may not encircle an area, if it prevents reasonable access to residences, churches, businesses and other destinations. **(Task Force Recommendation)**
5. No moving events allowed during non-holiday weekdays. **(Downtown Austin Alliance Recommendation)**
6. Traffic Control Plans must be designed so that participants do not exceed the limits of the areas to be closed;
7. Spectators must be given sufficient, safe locations to view the event; that do not encroach into active street surfaces.
8. Water stops and aid stations must be located outside of street surfaces.

### Stationary Events

1. For Stationary Events, access must be maintained under the following conditions:  
**(Task Force Recommendation)**
  - A. East-West access must be always be maintained on Cesar Chavez Street, from Mopac to IH-35.
  - B. East-West access must be maintained on one of the two selections below:
    - i. 5<sup>th</sup> and 6<sup>th</sup> Streets (as one-way pairs), from Lamar Blvd. to IH-35.
    - ii. 11<sup>th</sup> Street from Lamar Blvd. to IH-35.
  - C. North-South access must be maintained on one of the two following selections below:
    - i. Congress Avenue
    - ii. Guadalupe Street and Lavaca Street (as a couplet)
  - D. North-South access must be maintained on one of the two following selections below:
    - i. IH-35 Service Roads
    - ii. San Jacinto Blvd. and Brazos Street (as a couplet)
  - E. A stationary event shall not have closed the Congress Avenue Bridge and the South 1<sup>st</sup> Street Bridge simultaneously.
  - F. A stationary event must maintain reasonable access to parking facilities.

### Walking Events

Walking events under 5,000 participants must utilize a bubble for temporary traffic control, unless otherwise authorized by the Transportation Department Director and the Chief of Police. **(Task Force Recommendation)**

### Event Coordination

- A. Moving events shall not be scheduled on the same day as an approved stationary event, unless the two events are separated by at least four blocks or have sufficient separation as authorized by the Transportation Department Director and the Chief of Police. **(Task Force Recommendation)**
- B. No event or combination of events shall have closed the Congress Avenue Bridge and the South 1<sup>st</sup> Street Bridge simultaneously. **(Task Force Recommendation)**

### Temporary Traffic Control Devices

- A. Temporary Traffic Control Devices shall be set so that the most traveled streets are closed last. **(Task Force Recommendation)**

- B. During the right of way event, in areas of high volume traffic, temporary traffic control devices shall be removed from the active street surface, where participant safety is not compromised. **(Task Force Recommendation)**
- C. Temporary Traffic Control Devices shall not be pre-staged more than 20 hours in advance of an event. **(Task Force Recommendation)**
- D. Upon conclusion of the right of way event, temporary traffic control devices must be removed immediately.
- E. Temporary Traffic Control Devices shall not be placed on private property, without written consent from the property owner. **(Task Force Recommendation)**
- F. Temporary Traffic Control Devices staged in the public-right-of-way before an event shall not intrude on active travel ways, curb ramps or reduce the usable width of a sidewalk to less than 5 feet. **(Task Force Recommendation)**

**Safety Requirements** **(Moved from 14-8-32)**

- A. Only City of Austin commissioned peace officers, unless otherwise authorized by Chief of Police, shall be used for traffic control in the City right-of-way. The Chief of Police shall determine the number of officers required for the right of way event.
- B. With the approval of the Chief of Police, other law enforcement agencies or private licensed security agencies may be used in addition to peace officers for crowd control and security. The Chief of Police shall determine the number of officers and agents required for the closure and adjacent areas. If a security agency is to be used, the security agent must be in uniform and must be able to contact the City police or emergency medical services in the event a problem develops. A security agent may not consume alcoholic beverages or participate in the event.
- C. Security shall remain on-site throughout the period of the street closure, in numbers designated by the Chief of Police. Officers or agents may be reduced in numbers at the discretion of the supervising peace officer.
- D. The applicant shall provide emergency medical personnel and EMS resources to ensure the safety of participants at the event in a number and type determined by the Director of Emergency Medical Services Department. Emergency Medical Service Personnel may conduct compliance inspections as needed.
- E. Barricades for events may not be pre-staged more than 20-hours prior to event date and must be removed immediately after event completion.

- F. The applicant shall provide barricades for lawns or other properties of residents within the closure area who desire the protection. The security measures provided may not impede access to or from any property. The applicant's proposed method of protection must be approved by the Director and the Fire Marshal.
- G. The applicant shall install temporary no parking signs 48 hours in advance of the permit start time.
- H. The applicant may not block off a street or sidewalk in a manner that prevents the free movement of pedestrians into, out of or around the closure area.
- I. If an event is gated, a minimum of one peace officer or security agent shall be stationed at each exit to prevent containers of alcoholic beverages from being taken out of the closure area.
- J. The applicant shall post signs at all entrances and exits to the closure area that are visible to all patrons entering the area. The signs must inform the patrons of the gate fees, if any, and the rules of access to the closure area.
- K. The applicant shall comply with the requirements of the Uniform Fire Code and the Fire Department's guidelines and maintain adequate fire lanes throughout the closure area. The location and size of all fire lanes, booths, stages, and other equipment in the street must be approved by the Fire Marshal or the Fire Marshal's designee. A safety inspection by Fire Department personnel shall be required to ensure compliance with the Uniform Fire Code.

### **Health Requirements**

- A. If food is served, the applicant is required to power wash sidewalks and areas around the food and beverage booths, in a timely manner. If the applicant fails to spray-clean, the City shall provide the clean up and deduct the cost from the applicant's security deposit. The applicant shall reimburse the City for additional costs that exceed the amount of the security deposit.
- B. The applicant shall provide an adequate number of trash and recycling containers based on the estimated number of participants at the event. The applicant shall provide suitable protection around storm water inlets to prevent debris from entering the storm water system. If the applicant fails to clean up debris from the storm water system inlets, in a timely manner, the City shall provide the clean up and deduct the cost from the applicant's security deposit. The applicant shall reimburse the City for additional costs that exceed the amount of the security deposit.

- C. The applicant shall provide an adequate number of portable toilets based on the estimated number of participants at the event. In the alternative, the applicant may present a diagram showing sufficient existing toilet facilities and written certification that the facilities are available for public use during the event. If the alternative diagram is approved, the location of the toilets must be clearly marked during the event. The map of the area to be closed including the placement of toilets, dumpsters, ice trucks, beer trucks, golf carts, storage containers, barricades, and other services and equipment for any event, shall be approved by the Director. Services do not have to be rotated if locations within the street closure area are approved by adjacent property owners and tenants. Portable toilets may not be placed within 25 feet of an entryway to an adjacent business or residence, unless adjacent affected persons approve a distance less than 25 feet, as indicated in a signed letter from the affected person to the applicant.