



SITE PLAN

Submit a site specific street plan, **drawn to scale**, that includes all items to be placed in the right of way.

Rules & Regulations for street closure event site plan:

1. 11 foot emergency lane must be maintained at all times for emergency vehicles when a street is closed. This lane must be identified on the site plan and be clear of all immobile barriers.
2. 3 foot diameter clearance around all fire hydrants and Fire Department Connections (FDCs) on buildings (standpipe & sprinkler connections).
3. All fire hydrants and FDCs must be accessible via the adjacent right of way, and cannot be blocked by event fencing.
4. Fenced outdoor events with occupant load exceeding 49 people requires a permit from the Fire Marshall's Office.
5. One of the two sidewalks along a proposed street closure may be incorporated into your event space. **One sidewalk must remain clear and open to allow pedestrians to walk through the block who do not wish to participate in the event. This must be wheelchair accessible.**

Identify all of the following on the event site plan:

- 11 foot emergency lane clear of all objects (this space can be occupied by attendants only).
- Any fencing that blocks the emergency lane must be removable within 30 seconds or less. Please specify how you will meet this requirement if applicable.
- Location and dimensions of items to be placed on the street: outside tents, booths, tables, chairs, stages, and fire clearances etc.
- Label street names, private property lines, sidewalk and curb lines. See www.portlandmaps.com for street layout maps to use as a base map.
- Open sidewalk on one side of the street to allow pedestrians to walk through the block who do not wish to participate in the event. You may incorporate a sidewalk on one side of the street in the event space.
- Fences or other material that define/contain the event space (required for events with alcohol).
- Entrances and exits.
- If alcohol is served, the location of the ID and alcohol monitors on the street.
- Fire hydrants and all Fire Department Connections (FDCs) with 3 foot clearance identified.
- Identify boundaries areas where alcohol will be in the right of way and where ID checkers and security will be located.

SECURITY AND ACCESS

You are applying for a permit for temporary use of the public space, but you are required to allow for the public to have access through the space at all times.

How will security be provided? Please describe your crowd control and internal security procedures:

Please explain how you will allow for free public access through the event (for the public to pass through without participating in the event).