

City of Ithaca Board of Public Works Policy
approved November 9, 2011

Conditions of Revocable Street Permit to Modify City Intersections

In addition to the standard conditions of a City of Ithaca Street Permit, the permittee agrees to the following supplemental conditions:

- (1) The permittee shall hold the City of Ithaca, its officers, agents, and employees free and harmless from any claims for damages to persons or property, including legal fees and costs of defending any actions or suits, including any appeals, which may result from permitted activity.
- (2) The intent of a proposed project and the likely outcome of such project shall be consistent with the goals of the City of Ithaca Common Council and the Board of Public Works.
- (3) The two streets must be classified as Local Streets (as opposed to a Collector or Arterial street) and carry less than a combined 2,500 vehicles on an average day.
- (4) The applicant for a permit must provide to the City Transportation Engineer a petition of support for the proposed intersection modifications. The support petition must have signatures from each of the adjacent residents and at least 80 percent of the residents on the project street frontage(s) within two standard city blocks of the proposed project. The City Transportation Engineer shall have the authority to modify the petition boundaries when considered appropriate. The City Transportation Engineer shall determine whether the required signatures have been acquired.
- (5) The applicant for a permit must provide the City Transportation Engineer with a written description of the proposed changes, including diagrams depicting how the intersection will look when completed. The applicant must demonstrate how the project will improve, or at least maintain, traffic safety and the safety of individuals at or in the vicinity of the intersection.
- (6) The City Transportation Engineer may approve a revocable permit authorizing construction and maintenance of the project as described and shown in the submitted diagrams, subject to any changes that may be required by the City Transportation Engineer.
- (7) The permit shall be for use of the public right-of-way only, and does not exempt the permittee from obtaining any license or permit required by the City Code or Ordinances for any act to be performed under this permit. Nor shall the permit waive the provisions of any City Code, Ordinance, or the City Charter, except as stated herein.
- (8) The permit shall not exempt any party from complying with all applicable traffic laws, including laws regarding pedestrians.
- (9) The permittee is not authorized to do any excavation, except as specifically identified in the project plans. The permittee shall be responsible for protecting all public and private facilities placed in the public right-of-way, including underground utilities.
- (10) The permittee shall notify all households and businesses within two standard city blocks of the proposed project at least 30 days before the project installation date.
- (11) The permittee shall obtain a Block Party Permit to close all legs of an intersection, for up to one block distance, in order to install the intersection modifications. Permittee shall use Type III

barricades and STREET CLOSED signs as provided in the *Manual on Uniform Traffic Control Devices*. No street shall be blocked for more than 12 hours in any 24-hour period unless specifically allowed by the City Transportation Engineer.

- (12) Repair, maintenance, or installation of existing or future utility facilities in the right-of-way may require the permittee to reconstruct, move, or remove the project, or portions of the project, with all costs borne by the permittee.
- (13) The permittee shall work with all affected neighbors to resolve any concerns that may arise regarding the project. The inability to resolve such concerns may be grounds for revocation of this permit by the City Transportation Engineer.
- (14) The permittee shall maintain, at no cost to the City, all aspects of the project during the term of the permit. If any nuisance condition is allowed to exist in the area of the project, the City may summarily abate such nuisance. The existence of a nuisance in the area of the project is grounds for revocation of the permit.
- (15) All permits shall be revocable by the City Transportation Engineer. The City Transportation Engineer may revoke a permit for any cause. The City Transportation Engineer shall immediately revoke a permit for a project no longer meeting the intent of Common Council or Board of Public Works goals.
- (16) The permittee shall, at no cost to the City, remove all aspects and/or features of a project when either the permit expires or is revoked.
- (17) The permittee shall carry liability insurance for the block party activities and shall name the City of Ithaca as an additional insured for the special event insurance. This insurance will satisfy the requirements for insurance under the standard City Street Permit. Alternatively, the permittee can satisfy the standard insurance requirements for a City Street Permit.