

## COUNCIL POLICY



### STREET CLOSURE POLICY

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Policy #: R/S-001-2025

Section: Roads and Streets

Rescind Policy #: R/S-001

Legislative Reference: Municipal Government Act & Alberta Highway Safety Act

#### 1. PURPOSE

- 1.1 To provide Public Works and Administration guidelines for providing consistent and efficient methods of processing and issuing street closure permits as well as ensuring safety of motorists and pedestrians.

#### 2. DEFINITIONS

2.1 In this policy:

- a) "Street Closure" shall mean the temporary closure of a street to all but specifically authorized motor vehicles for the protection of pedestrians.

#### 3. POLICY STATEMENT

3.1 An association or organization that wishes to have a street or multiple streets closed for a special event will complete an "Application for Street Closure Permit". This application form is contained in "Schedule A" of this policy.

3.2 Applications for street closure shall be received at the Town Office at least one (1) month in advance of the proposed street closure date.

3.3 Street Closure Permits will be issued at the discretion of Town Council.

3.4 The following streets and highways shall not be considered in an application for street closure without prior approval from Alberta Transportation.

- a) 50<sup>th</sup> Street (Highway 855)

3.5 A Street Closure Permit may be cancelled if the applicant is found to have made false or misleading statements on the application form.

3.6 There shall be no fee payment required for an Application for a Street Closure Permit.

3.7 Town of Smoky Lake Public Works shall provide set-up and removal of barricades and other applicable traffic control signage or devices for the street closure during regular business hours. If street closure is scheduled for an evening or weekend, traffic control devices shall be delivered to the location by Public Works during business hours and applicant will be responsible for setup and removal of the traffic devices from the roadway.

3.8 Town of Smoky Lake shall notify applicable Emergency Services of the street closure (Fire Department, RCMP, and EMS).

3.9 Operations of Town of Smoky Public Works, and utility or road construction shall be exempt from this policy.

3.10 The applicant shall be responsible for ensuring personnel are actively monitoring barricades and other traffic control devices for the duration of the scheduled street closure if the street closure is on any of the following roads:

- a) 55 Avenue
- b) West Railway Drive
- c) 44 Avenue
- d) East Railway Drive

	DATE	RESOLUTION NUMBER
Approved	October 17, 2012	687
Approved	March 31, 2025	288-2025

**Original Signed**

Amy Cherniwchan

Mayor

**Original Signed**

Crystal Bryks

Interim Chief Administrative Officer

## SCHEDULE "A"

### APPLICATION FOR STREET CLOSURE PERMIT

Date of Application: \_\_\_\_\_

Name of Association or Organization:

\_\_\_\_\_

Name of Contact: \_\_\_\_\_

Phone Number:

\_\_\_\_\_

Date of Closure: \_\_\_\_\_

Time of Closure: \_\_\_\_\_

Length of Closure: \_\_\_\_\_

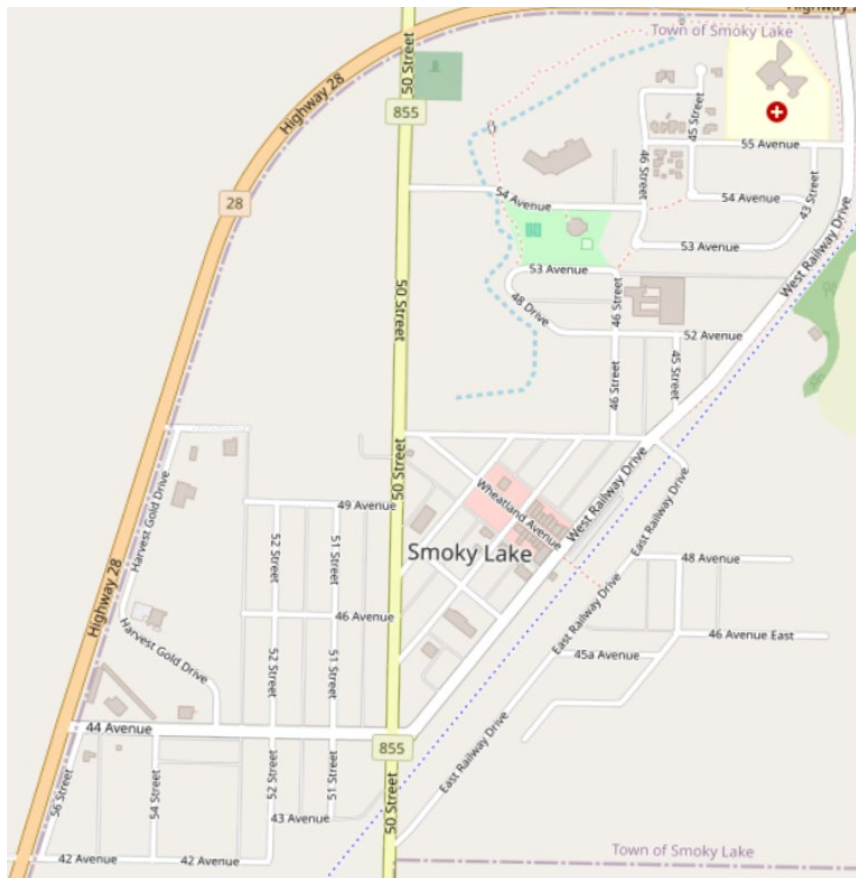
Event:

\_\_\_\_\_

Identify Vehicle Traffic to be Allowed:

\_\_\_\_\_

PLEASE MARK PROPOSED STREET CLOSURE LOCATION ON MAP



APPLICATION FOR STREET CLOSURE COUNCIL DECISION MOTION:

\_\_\_\_\_

\_\_\_\_\_

Date: \_\_\_\_\_