



County of San Luis Obispo
DEPARTMENT OF PUBLIC WORKS

Wade Horton, Director
County Government Center, Room 207 - San Luis Obispo CA 93408
Phone: (805) 781-5252 Fax: (805) 781-1229 Email: pwd@co.slo.ca.us

STATUS: ISSUED

EVENTS ENCROACHMENT PERMIT

PERMIT NO: ENC20180274 ISSUED: 3/6/2018

ROAD NO:

TO:
San Luis Obispo Bicycle Club
C/O Barry Rands
PO Box 1585
San Luis Obispo, CA 93406

INSPECTOR: Jeff Lambert 781-5274

CONTACT PERSON: Barry Rands 805-704-1549

BLD PERMIT:
ROAD CUT (TRANSVERSE): \$0.00
ROAD CUT (LONGITUDINAL): \$0.00
RECEIPT:
TOTAL FEES: \$0.00
DEPOSIT: \$0.00
BOND: \$0.00
SECTION:

SUBJECT TO THAT THE ATTACHED PROVISIONS, PERMISSION IS HEREBY GRANTED TO:

WORK DESCRIPTION: PERMITTEE IS RESPONSIBLE FOR READING AND ADHERING TO ALL CONDITIONS AND PROVISIONS OF THIS EVENT ENCROACHMENT PERMIT. The below conditions and restrictions of this permit must be acknowledged below by the authorized agent for the Event and a signed copy returned to County Public Works. Acknowledgment indemnifies the County from any claims that may relate to the permitted Event per the application form and the herein permit conditions and provisions.

Signature

Name (printed)

Title

Date

EVENT LOCATION AND DESCRIPTION:

Date: Saturday 7 April 2018
Time: 0700-1700
Event: Wildflower Century Bicycle Ride
Sponsor: San Luis Obispo Bicycle Club
Contact: Barry Rands Phone Number: 805-704-1549
Community: Creston; Shandon; Santa Margarita; Pozo

ROAD/RIGHT-OF-WAY RESTRICTED USES PERMITTED:

- La Panza Rd; Shell Creek Rd; Trusdale Rd; O'Donovan Rd; Huer Huero Rd; Parkhill Rd; Pozo Rd
• No road, lane or shoulder closures are permitted.

- All event sponsors, staff, and participants must use County roads in accordance with the provision of the California Vehicle Code, Division 11 (Rules of the Road).
- Pedestrians shall use roadways in accordance with the California Vehicle Code Section 21956, traversing close to the left hand edge of roadway.
- Ancillary facilities, such as water, aid, and rest stations, are permitted only where shown on the traffic control plans and must be located at least ten (10) feet from the nearest edge of pavement.

**PERMITTED HOURS OF EVENT:**

- Event hours: 0700-1700
- Event is restricted to County Code 22.10.120 (Noise Standards), Section A.4, noise sources associated with the event must not occur weekdays before 7:00 am or after 9:00 pm; and weekends before 8:00 am or after 5:00 pm, whichever hours are most restrictive.

**PERMIT NOT VALID WITHOUT THE FOLLOWING ITEMS:**

1. The Permittee has submitted Certificates of Liability Insurance naming the County of San Luis Obispo and, if applicable, the California Highway Patrol as certificate holders and additional insured. **PERMIT NOT VALID WITHOUT INSURANCE AND ENDORSEMENTS ONFILE WITH THE DEPARTMENT OF PUBLIC WORKS.**
2. The Permittee must obtain a permit (or evidence that a permit is not required) issued by the following agencies:  
-Caltrans
3. The Permittee must contract with the California Highway Patrol (CHP) to provide full time traffic control per the event traffic control plan. Provide a copy of the contract to the County upon demand.
4. The Permittee is responsible for having all event staff, participants, and vendors sign the "Release and Waiver of All Claims" waiver form releasing and indemnifying the County and specifically naming "The County of San Luis Obispo" in the release of liability language, and provide copies of such to the County upon demand.
5. The Permittee is responsible to ensure event staff that monitor road closures have had the minimum training requirements AND have received a completed copy of the "Standard Operating Procedures for Volunteers for Special Event with Road Closures" from each volunteer, OR that the event staff have received training by California Highway Patrol. Verification must be provided to the County upon demand.
6. The Permittee is responsible for coordinating with the California Highway Patrol (CHP) to enforce the temporary "No Parking" zones as permitted herein. Per CVC 22651(m), a minimum 24-hour parking restriction notice must have been in place prior to requesting CHP for enforcement.
7. The Permittee must place Event Pre-notification SC6-4 (CA-MOD) "SPECIAL EVENT" signs on Type II folding barricades identifying "type of event, event, event date and hours, and impacted roads" must be placed at strategic locations along the Event boundaries that clearly identify the limits of the event. The signs must be installed and maintained at least 72 hours prior to commencement of the event.
8. The Permittee must send out a press release to the local media (television, radio, newspaper), to all emergency responders (CHP, sheriff, police, fire, ambulance), local school district, post office, and regional transit authority notifying them of Event type, date, hours, and any delays can be expected. Notifications must be distributed at least 72 hours prior to the Event. A copy of each notice must be provided to the County upon demand.

**AUTHORITY:**

WHEREAS, Chapter 15.610 of the San Luis Obispo County Code permits the Director of Public Works to close and/or temporarily restrict the use of any County Highway whenever such closure or restriction of use

is necessary for the safety and protection of the public; and

WHEREAS, the Event requires temporary closure and/or restriction of use of County maintained road rights-of-way as identified this permit; and

WHEREAS, the temporary closure and/or restriction of use of portions of aforementioned right-of-way is necessary for the safety and protection of the public during the above referenced Event.

NOW, THEREFORE, BE IT ORDERED AND DETERMINED by the Director of Public Works of the County of San Luis Obispo as follows:

1. The temporary closure and/or restriction of use of said County maintained road rights-of-way on the date and hours set forth herein are necessary for the safety and protection of the public.
2. Permittee, under the Director of Public Works, shall notify the public of the Event's impacts to the County maintained road rights-of-way as specified in this permit.
3. Permittee shall comply with all permit terms and conditions relating to the Event's use of the County maintained road rights-of-way.

**ATTACHMENTS:**

- Traffic Control Plan
- Release and Waiver of All Claims
- Standard Operating Procedures for Volunteers for Special Event with Road Closures

**AT:**

**LEGAL DESC:**

**APN:**

**CONDITIONS**

- This event encroachment permit may reference traffic control plans, exhibits and/or sketches submitted by the permittee during the application process, referenced hereafter as the permit plans. These encroachment permit requirements and provisions supersede all conflicts that may arise in the permit plans.
- The permittee is responsible for obtaining any other permits, approvals, lands, easements, and rights-of-way that may be required to carry out the activities.
- Unless specifically permitted herein, no alcohol may be served or consumed in the County rights-of-way.
- The permittee shall inspect the event location/route prior to the event to determine if conditions are suitable. Permittee shall contact the County Public Works at least 72 hours prior to event with concerns.
- The permittee is responsible to check the Public Works website for road closures and delays that may conflict with their Event: ([http://www.slocounty.ca.gov/PW/Traffic/Road\\_Closures\\_and\\_Delays.htm](http://www.slocounty.ca.gov/PW/Traffic/Road_Closures_and_Delays.htm))
- Unless specifically permitted herein, no Event activities may occur two (2) hours prior to commencement of the Event.
- It is prohibited to reserve areas on the road, curb, and sidewalk prior to the day of the event. Items used for such activity may be removed by event staff, law enforcement, or the Public Works Department. To obtain compliance the permittee is authorized to install [SC21(CA)-Mod or similar] signs on Type I or Type II barricades that reads, "Seating and/or personal belongings left unattended in the right-of-way may be removed. Call 781-5252 for questions or regarding removal."
- Encroachments authorized herein shall be completely removed from the right-of-way within one (1) hour of Event completion and the site/s shall be left in a clean and orderly condition.
- No marking of any County property (roadways, pavement, sidewalks, curbs, walls, signs, etc.) with paints, chalks, or other markers is permitted.
- No cutting or trimming of trees and other vegetation within the County maintained road rights-of-way is permitted.

- • Unless otherwise permitted herein, all road shoulders and sidewalks shall remain clear at all times for public use; No parking stalls reserved for Handicap Accessibility are permitted to be blocked; All Event staging must be in accordance with the permit conditions and plans.
- • Placement of personal belongings (i.e. chairs, blankets, etc.) by individuals/groups to reserve space four (4) hours prior to an event within the right-of-way is prohibited.
- Traffic Control
- • The Permittee is responsible for furnishing and installing all traffic control devices as shown on the traffic control plan and/or stated herein prior to start of the Event, and for removal of all devices upon completion of the Event. All signs installed within the County rights-of-way must conform to the requirements CA-MUTCD.
- • The Permittee shall be responsible for maintaining traffic control throughout the Event and in accordance with the permit conditions and Part 6 of the California Manual on Uniform Traffic Control Devices (CA-MUTCD).
- • All warning signs (W/SC/M) shall be black lettering on orange background. All regulatory signs (R) shall be black or red lettering (per CA-MUTCD) on white background. If signs are permitted at night they must be retroreflective.
- • Where parking restrictions are permitted, pre-notification R30B or similar "No Parking" signs may be placed 24 to 72 hours in advance of the Event.
- • Where signs are permitted, they must be located at least 2-feet (4-feet preferred) off the edge of pavement on collapsible Type I or Type II barricades (Caltrans Standard A73C), wooden post (Caltrans RS1), or trailer mounted. Signs must be placed 250-foot (urban) 500-foot (rural) in advance of the intersection such that they do not block sight distance, impede vehicle and pedestrian traffic, or interfere with existing county regulatory signs. Signs must not be placed on existing posts or block existing County signs.
- • Where road closures are permitted, each travel lane must be blocked using a Type III barricade (Caltrans Standard A73C), with an R11-4 "ROAD CLOSED" and M4-10L or R "DETOUR" signs, if necessary. All road closure barricades must be attended by at least one (two recommended) trained Event staff for the duration of the road closure. Event staff must receive orientation by the permittee in advance of the event and in accordance with the attached guidelines, Standard Operating Procedures For Special Events. In addition, Event staff must wear an OSHA approved traffic vest at all times while stationed at a barricade, for the duration of the event.
- • Directing traffic (automobiles or pedestrians) is prohibited unless performed by either law enforcement personnel or Event staff that have been trained in accordance with the California Code of Regulations, Title 8, Section 1599, and use Personal Protective Equipment (PPE) consistent with section 6E.02 of CAMUTCD. Part 6 of the CA MUTCD is available on line at <http://www.dot.ca.gov>
- • The primary responsibilities of Event staff are to advise motorists of the following: Event type, location, hours, and applicable road closures or traffic delays. Event staff may also inform the public of alternative detour routes, if applicable. Event staff must not attempt to prevent access by standing in the way of the vehicle (or other methods) that may put the individual at risk. If an aggressive or abusive motorist fails to follow directions, the event staff should remain at the assigned location and inform the event coordinator of the situation. The event staff shall not, under any circumstance, attempt to physically restrain a motorist unwilling to follow directions.
- • Within thirty (30) days from the end of the Event the permittee may be required by the County coordinate a post event debrief meeting with the local community advisory committee. The meeting will provide an opportunity for affected parties to voice their experiences and recommendations to set conditions for any future Event.
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**All Other Permits Shall Be The Permittee's Responsibility to Obtain.**

**NOTICE OF START OF CONSTRUCTION SHALL BE GIVEN TO THIS DEPARTMENT AT LEAST TWENTY-FOUR HOURS IN ADVANCE. NOTICE OF COMPLETION SHALL BE GIVEN TO THIS DEPARTMENT. CALL Jeff Lambert 781-5274 FOR INSPECTIONS.**

Attachment: Encroachment Permit Provisions  
Encroachment Permit Standard Drawings:

Work Order No. 245R12C104EV General Event Enc Permit.

The work herein permitted shall  
be completed before: 03/01/2019

ENC 20180274

Issuance of Permit approved by: Wade Horton,  
DIRECTOR OF PUBLIC WORKS,

  
\_\_\_\_\_  
JEFF LAMBERT

Work Completed:

\_\_\_\_\_  
Inspector

\_\_\_\_\_  
Date

RELEASE AND WAIVER OF ALL CLAIMS

Name of Participant: \_\_\_\_\_

Sex: \_\_\_\_ Age: \_\_\_\_ Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone: \_\_\_\_\_

**I (the Participant) hereby fully and forever release, waive, discharge and covenant not to sue the County of San Luis Obispo (“County”) from any and all liability for any and all loss(es), damage(s), and any and all claims and demands therefore, on account of any injury to my person or property, including bodily injury or death, whether caused by the active or passive negligence of the County, in connection with my participation in the Event.** I represent and warrant that I am in good physical condition and am able to safely participate in the Event. I understand that the Event is being held over public roads and facilities that are not specifically designed for this Event and upon which hazards are to be expected. I further understand that said public roads and facilities may remain open during the Event to members of the public that are not participating in the Event, including but not limited to persons using roads for vehicular travel. I understand that Event participation carries with it certain inherent risks that cannot be eliminated completely ranging from minor injuries to catastrophic injuries including death. I am fully aware of the risks and hazards inherent in participating in the Event and hereby elects to voluntary participate, knowing the risks associated with the Event. I hereby assume all risks of loss(es), damage(s), or injury(ies) that I may sustain or experience while participating in the Event. I further hereby indemnify the County from any and all liability for any and all loss(es), damage(s), and any and all claims and demands therefore, on account of any injury to any person or property, including bodily injury or death, whether caused by the active or passive negligence of the County, in connection with my participation in the Event.

I certify that all the information in this form is true and complete. I have read the entry information provided for the event and certify my compliance by the signature below.

Signature of Participant \_\_\_\_\_ Date: \_\_\_\_\_

IF PARTICIPANT IS UNDER AGE 18, HIS/HER PARENT OR GUARDIAN MUST SIGN THIS RELEASE AND WAIVER AGREEMENT. Participant’s Parent/Guardian’s signature below certifies that my son/daughter/ward has my permission to participate in the Event. Participant’s Parent/Guardian has read and understands the foregoing RELEASE AND WAIVER OF ALL CLAIMS (above) and by Signing intentionally and voluntarily agrees to its terms and conditions. Participant’s Parent/Guardian further certifies that his/her son/daughter/ward is in good physical condition and is able to safely participate in the Event. I hereby authorize medical treatment for him/her and grant access to my son/daughter/ward’s medical records as necessary and as stated above.

Signature of Parent/Guardian \_\_\_\_\_ Date: \_\_\_\_\_

# STANDARD OPERATING PROCEDURES FOR VOLUNTEERS FOR SPECIAL EVENTS WITH ROAD CLOSURES

The following are the minimum volunteer training requirements for the \_\_\_\_\_ (event name).

## PRE-EVENT TRAINING

A pre event briefing and training meeting for volunteers is required. Please schedule this meeting prior to the event (up to one week).

The meeting will be held on \_\_\_\_\_ (date) at \_\_\_\_\_ (time) at \_\_\_\_\_ (location).

## PRE-EVENT VOLUNTEER CHECKLIST

- Attend Pre-event Training Meeting**
- Receive Safety Vest** (NOTE: OSHA approved safety vests must be worn at all times while stationed during the duration of the road closure.)
- Receive Location Assignment** (NOTE: Each barricade shall have at least one volunteer stationed during the duration of the road closure.)

## DURING EVENT PROCEDURES

The primary responsibilities of each volunteer is to advise motorists of the following:

- a. Advise the motorist that a road closure (race or parade) on \_\_\_\_\_ (street) is in progress between \_\_\_\_\_ and \_\_\_\_\_ from \_\_\_\_\_ (start time) to \_\_\_\_\_ (end time).
- b. Ask the motorist what their intended direction of travel is and inform them of the detour route.
- e. Thank the motorist for their cooperation.

Volunteers must not attempt to prevent access by standing in the way of the vehicle (or other methods) that may put the individual at risk.



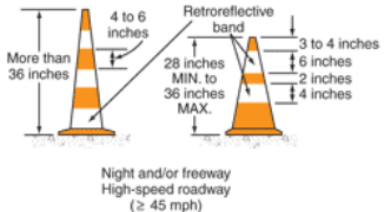
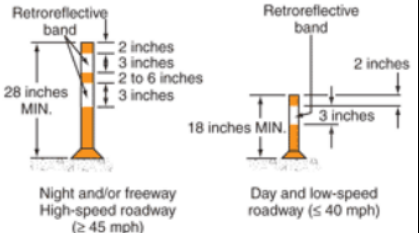


If an aggressive or abusive motorist fails to follow directions, the volunteer should remain at the assigned location and CHP or event coordinator of the situation.

**The volunteers shall not, under any circumstance, attempt to physically restrain a motorist unwilling to follow directions.**









## TYPICAL TRAFFIC CONTROL PLAN DETAILS


All traffic control must be performed in accordance with the latest edition of the California Manual on Uniform Traffic Control Devices (CAMUTCD), and at the direction of the California Highway Patrol (CHP). The CAMUTCD can be found online at: <http://www.dot.ca.gov/hq/traffops/signtech/mutcdsupp/index.htm>.

Refer to the CA-MUTCD typical applications for Traffic Control Plans for shoulder (TA-6), lane (TA-10) and road closures (TA-20). Bike detours are required when event closes a bike lane.

Detail	Sign/Object	CA-MUTCD Code	Comments
1		Type I & II Barricade Caltrans A73C	Place in sidewalk to close sidewalk (eg "Sidewalk Closed"). Placed in road shoulder, median or travel turn lane with appropriate signs to direct traffic (eg "No Left Turn") Place 10 feet (5' min) off nearest edge of paved road to hold event signs (eg "Special Event Ahead")
2		Type III Barricade Caltrans A73C	Place in roadway to close one or more travel lanes. Used in conjunction with Road Closed sign (R11-2) and Detour sign (M4-10L or M4-10R)
3		Traffic Cones Caltrans	Channelizing device to close lanes and direct traffic flow
4		Caltrans Tubular Markers	Alternative channelizing device to close lanes and direct traffic flow. Can hold smaller signs for restricted parking (see Details 15 & 16)
5		SC6-4 (CA-MOD) [48"X60"]  Place on Type I or II barricade	Sign should be used when advanced notification is required. Sign should be placed on all roads entering the event location/route. Sign may be omitted on minor roads with no outlet. Sign will be modified for specific event usage
6		SC5 (CA) & SC5 (CA-MOD) [36"X36"]  Place on Type I or II barricade	Sign should be placed on all roads entering the event location/route. Sign may be omitted on minor roads with no outlet. Sign may be modified for specific event usage (i.e. SC5 (CA-MOD) "CYCLING EVENT AHEAD").

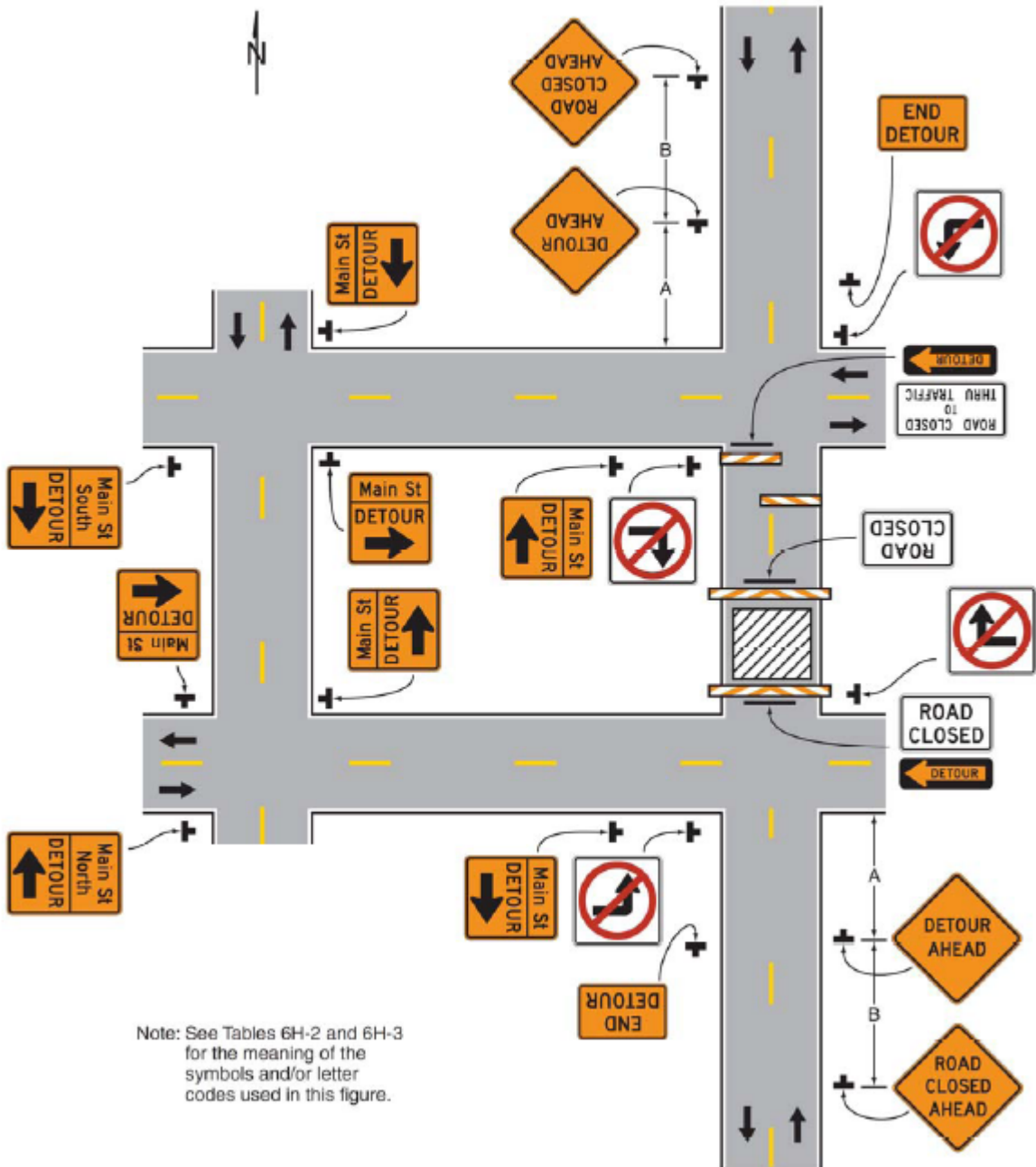


Detail	Sign/Object	CA-MUTCD Code	Comments
7		W11-1 & W16-1 [30"X30"] & [18"X24"]  Place on Type I or II barricade	Sign should be used on all roads where cycling event is sharing the travel way with motorists. (i.e. travel way less than 12' and/or no edge line).
8		W11-2 & W16-9p [30"X30"] & [24"X12"]  Place on Type I or II barricade	Sign should be used on all roads where pedestrian event is taking place adjacent to the travel way.
9		R11-2 [48"X30"]  Place on Type I, II or III barricade	Sign should be placed on all roads entering a road closure. Sign is typically placed on Type 3 barricade.
10		R11-4  Place on Type I, II or III barricade	For road closures
11		R9-9  Place on Type I or II barricade	
12		M4-10L & M4-10R  Place on Type I or II barricade	To identify detour routes around event closures
13		R3-1 & R3-2  Place on Type I or II barricade	To direct traffic away from road closures
14		SC21-CA  Place on Type I or II barricade	Used to prevent the public reserving the right-of-way prior to an event: Replace text with, "Seating and/or personal belongings left unattended may be removed. Call County Public Works (781-5252) for questions."

Detail	Sign/Object	CA-MUTCD Code	Comments
15	<div style="border: 2px solid red; padding: 5px;"> <p style="text-align: center; color: red; font-weight: bold; font-size: 1.2em;">TEMPORARY NO PARKING TOW AWAY ZONE</p> <p style="font-size: 0.8em;">Per County Code 15.67.030 and California Vehicle Code (CVC) 22651(m)</p> <p>Date/s: _____</p> <p>Time: _____ to _____</p> <p>County Encroachment Permit No.: _____</p> <p>CA Highway Patrol Phone No.: _____</p> <p>Event Contact Phone No.: _____</p> </div>	<p style="text-align: center;">n/a</p> <p>Place on Type I or II barricade, or Caltrans Tubular Marker</p>	<p>To restrict parking on public roads along an event route. Required for CHP enforcement, must be in-place 24-hours prior to event.</p> <p>Sign must be ridge plastic (or equal weather-proof) 10" x 14" minimum. Mount on Type I or II barricade or Caltrans Tubular Marker.</p>
16	<div style="border: 2px solid red; padding: 5px;"> <p style="text-align: center; color: red; font-weight: bold; font-size: 1.2em;">NO EVENT PARKING TOW AWAY ZONE</p> <p style="font-size: 0.8em;">Per County Code 15.67.030 and California Vehicle Code (CVC) 22651(m)</p> <p>Date/s: _____</p> <p>Time: _____ to _____</p> <p>County Encroachment Permit No.: _____</p> <p>CA Highway Patrol Phone No.: _____</p> <p>Event Contact Phone No.: _____</p> </div>	<p style="text-align: center;">n/a</p> <p>Place on Type I or II barricade, or Caltrans Tubular Marker</p>	<p>To restrict event parking on public roads adjacent to an event site. Required for CHP enforcement, must be in-place 24-hours prior to event.</p> <p>Sign must be ridge plastic (or equal weather-proof) 10" x 14" minimum. Mount on Type I or II barricade or Caltrans Tubular Marker.</p>
17		<p style="text-align: center;">R9-3a</p> <p>Place on Type I or II barricade</p>	<p>To restrict pedestrians from using public sidewalks, shoulders, etc. along an event route or adjacent to an event site.</p> <p>Mount on Type I or II barricade or Caltrans Tubular Marker.</p>

# TYPICAL ROAD CLOSURE SIGNAGE DETAIL

Figure 6H-20. Detour for a Closed Street (TA-20)



Typical Application 20