



Supplemental Agenda Agenda
October 24, 2023
6:30 PM

NEW BUSINESS

5.5 THE MATTER OF REVIEWING A PERMIT FOR THE 2023 LIGHT PARADE

STAFF REPORT:

Exhibit A: Harrisburg Parade Permit Application

ACTION: MOTION TO APPROVE THE 2023 LIGHT PARADE PERMIT, SUBJECT TO THE CONDITIONS OF APPROVAL

Agenda Bill
Harrisburg City Council
Harrisburg, Oregon

**THE MATTER OF REVIEWING A PERMIT FOR THE 2023 LIGHT PARADE
STAFF REPORT:**

Exhibit A: Harrisburg Parade Permit Application

**ACTION: MOTION TO APPROVE THE 2023 LIGHT PARADE PERMIT,
SUBJECT TO THE CONDITIONS OF APPROVAL.**

THIS AGENDA BILL IS DESTINED FOR: Agenda – October 24, 2023

BUDGET IMPACT		
COST	BUDGETED?	SOURCE OF FUNDS
N/A	N/A	N/A

STAFF RECOMMENDATION:
Staff recommends that the City Council approve the 2023 Light Parade Permit

BACKGROUND INFORMATION:
The Tri-County Chamber of Commerce is planning on holding the 2023 annual Light Parade on December 2, 2023. The Parade Theme this year is *A Candyland Christmas*. The parade goes north on 9th to Territorial Street, west on Territorial to 3rd Street, south on 3rd Street to Smith Street, east on Smith Street to 9th Street, and back to the staging area.

The lineup and staging area is on 9th Street between LaSalle and the north end of the high school parking lot, as well as in the high school parking lot starting at 6:15 pm. A complete Parade Permit Application including the applicants required signature will be presented at the City Council meeting.

DISCUSSION

Noise:
Parades generally produce a fair amount of noise. Subsection (e) of HMC 9.20.030 allows for the City Council to grant a permit for noise generated from general entertainment, such as a parade. Based on this provision, and the fact that the applicant will obtain a parade permit, the noise generated from the parade is acceptable.

Traffic:
The parade route includes several public streets, which will be used by those participating in the parade. According to the applicant, the parade is anticipated to

last between one and one and half hours and is scheduled to begin at 7:00pm. Traffic will likely be negatively affected during this period. No special measures or mitigation are being proposed by the applicant or required by the City. The parade does follow a portion of Hwy 99E and the applicant will be required to obtain a permit from ODOT prior to commencement of the parade. **(Condition 1)**.

Trash and Debris:

Parades will typically generate trash or other debris that may be left on City streets or sidewalks. It shall be the responsibility of the applicant to ensure that no trash or debris generated from the parade is left on any City street, sidewalk, or private property **(Condition 2)**.

Time and Duration:

As noted above, the parade is scheduled to begin at 7:00pm on December 2, 2023. While it is anticipated that the parade will last no more than 2 hours, a return to the new normal could generate more participants. Therefore, the parade permit issued by the City shall be from 7:00 pm until 9:30 pm, on December 2, 2023, with staging starting as early as 5:00pm. **(Condition 3)**.

Parade Route and Participation:

The applicant has submitted a parade route: The parade route will begin at the north parking lot of the high school and proceed north on 9th Street to Territorial Street. It will thence proceed west to 3rd St. (Hwy 99E), turning south to Smith Street, and then east to 9th Street, and then returning to the High School Parking Lot. The parade shall be limited to the route approved by the City Council **(Condition 4)**. The applicant estimates that there will be roughly 100 participants in the parade. The number of participants and parade route are acceptable.

The parade route passes over both the UPRR and the PWN tracks. Therefore, the applicant shall communicate with both railroad organizations, and shall provide the City with the event code from UPRR. **(Condition 5)**. The applicant will also be required to assign the responsibility of contacting the railroad organizations on the day of the event to one of the parade organizers.

CONCLUSION

The proposed parade is consistent with the provisions in the Harrisburg Municipal Code, and, as conditioned, will ensure that any adverse impacts to the public and City's infrastructure are mitigated.

RECOMMENDED ACTION

The City Council is requested to review the parade permit application materials, evaluate the request against the applicable municipal code provisions, and decide whether to:

- 1. Approve the request as proposed;
- 2. Approve the request, as revised by the City Council; or,
- 3. Deny the request.

Based on the information provided by the applicant, and the applicable municipal code

provisions, staff recommends the City Council approve the request, subject to conditions of approval. The motion is at the top of this staff report.

CONDITIONS OF APPROVAL

1. **The applicant shall obtain approval from ODOT for the proposed parade and provide documentation to the City of the approval, prior to the commencement of the parade.**
2. **The applicant shall be responsible to remove any trash or debris on the City street or sidewalks generated by the parade and its participants.**
3. **The parade shall be held on December 2, 2023, between the hours of 7:00 and 9:30 pm.**
4. **The parade shall be limited to the route approved by the City Council.**
5. **The applicant shall communicate the parade route and event to both UPRR and PWN; will provide the City with the event code from UPRR and will assign the responsibility of contacting both railroad organizations to a parade organizer for the day of the event.**

REVIEW AND APPROVAL:



10/21/2023

Michele Eldridge
City Administrator

Date



September 27, 2023

Mayor Robert Duncan,
City Councilors,
City Administrator
PO Box 378
Harrisburg, OR 97446

The Tri-County Chamber of Commerce is requesting the use of the following streets to hold our 33rd Annual Light Parade in Harrisburg on Saturday, December 2, 2023.

Line up on 9th Street between LaSalle and the north end of the high school parking lot, as well as in the high school parking lot.

Parade Route (map attached)

The parade goes north on 9th to Territorial Street, west on Territorial to 3rd Street, south on 3rd Street to Smith Street, east on Smith Street to 9th Street, and back to the staging area.

We are asking for the closure of the above streets for the safety of the participants and attendees.

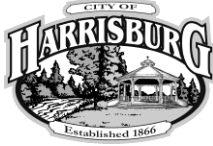
I have requested a permit from ODOT for use of Highway 99 during the event.

Thank you for your consideration. Please feel free to contact me with any questions at the Chamber office at 541-998-6154 or my cell phone at 541-321-3413.

Sincerely,

Rhonda Giles
Executive Director
541-998-6154
director@tri-countychamber.com

Please note our new mailing address and email address. We no longer have a fax line.



Harrisburg Parade Permit Application

The City of Harrisburg requires a Parade Permit for any type of parade that may disrupt or interfere with traffic that uses the public right-of-way that consists of ten or more persons, or five or more vehicles. HMC 10.05.270 specifies the requirements for applying for a parade permit.

Your application must be received a minimum of 30 days prior to the date of the parade unless special circumstances exist.

Applicant: Tri-County Chamber of Commerce

Contact Information: Rhonda Giles, Executor Director

Address: 355 W 6th Ave Junction City, OR 97448

Email & Phone: director@tri-countychamber.com 541-998-6154

Type of Parade: 33rd Annual Light Parade

Date: Saturday, December 2, 2023

Staging Location & Dispersal Points: Staging is on 9th Street between LaSalle, and in the High School parking lot. Dispersal is via 9th at the end of the parade.

Route: S. 9th St. to Territorial St., Territorial to 3rd, 3rd to Smith St., and Smith to S. 9th St.

Please provide a map of the proposed route. The staging and dispersal points should be included, as well as the location of any Linn County Deputies if required by ODOT.

Estimated number of participants (persons, vehicles, and animals): 50-75 entries consisting of floats, vehicles, and some waling groups. There may be some animal entries. Roughly 100 people are in the Harrisburg parade between drivers, walkers, and people riding on the floats.

Start and End Time: 7:00 pm to 9:00 pm (staging begins at 6:00 pm)

If the proposed route of the parade crosses Hwy 99E (3rd St), then an approved parade permit from the State Department of Transportation (ODOT) will be required prior to the date of the parade.

I have applied for the Parade permit from ODOT. Please provide a copy of the ODOT application with this parade permit application.

I have received the approved permit from ODOT and will supply a copy to the City with this application.

The applicant is responsible for contacting law enforcement in order to arrange for deputies to assist with the parade. ODOT parades permits generally require law enforcement to sign the permit and requires them to be at the main detour points on the highway. After obtaining their signature and approval of the ODOT Parade Permit, you must schedule a time to contact them, in order to arrange for scheduling for the parade. Harrisburg contracts out for our law enforcement; we use the Linn County Sheriff's Office (LCSO) for those services. The office number LCSO is 541-967-3950.

Rail Safety Procedures

If the proposed route of the parade crosses either of the railroad tracks, then you are required to notify both UPRR and PWN of the crossing 30-days prior to your event.

UPRR: Call the Critical Incident Line at 1-888-877-7267, a minimum of 30 days ahead of the event. Report the route, date, and time of the event. Obtain an event code: _____

Day of Event: A minimum of 2 hours prior to your parade, call the number above, and check in with your event code to make sure that everything is still ok for your event.

- I have contacted UPRR to notify them of the date, time, and route for the parade. I have included the event code above.
- I have assigned contact information for the day of the parade to one of the parade organizers. This person will be responsible for contacting UPRR on the day of the event.

PWN: Call the Director of Dispatch at 1-503-365-7717. (General Dispatch Station is 1-503-480-7784) Send maps and reports for parade to Steven Yoder, and to a general mailbox for PWN: pw-trainmasters@gwrr.com.

- I have contacted PWN to inform them of the route, date, and time of the event.

We highly encourage you to find general rail safety information on-line at www.oli.org.

By signing below, you are hereby indicating that you will abide by the City's ordinances and will comply with all requirements of HMC Chapter 10.05, and any supplemental Conditions of Approval that may be assigned to said parade permit.

Rhonda J. Giles
Signature

10/23/23
Date

HMC 10-05-270 – 10.05.300

10.05.270 Parade permit.

- 1. Application for a parade permit shall be made to the City Recorder at least 30 days before the date of the parade unless the time limit is waived by the City Council.
- 2. The application shall be signed by the person designated as chairperson of the parade and shall include the following:
 - a. The name and address of the person responsible for the parade.
 - b. The date of the parade.
 - c. The desired route, including assembling and dispersal points.
 - d. The number of persons, vehicles and animals that will participate.
 - e. The proposed starting and ending time.
 - f. The appropriate permit has been received from the State Department of Transportation if the parade crosses or uses Hwy 99E. [Ord. 907 § 4, 2012; Ord. 906 § 1, 2012.]

10.05.280 Issuance or denial of permit.

- 1. The City Recorder shall issue a parade permit conditioned on the applicant's written agreement to comply with the terms of the permit unless the City Council finds that:
 - a. The time, route and size of the parade will disrupt the movement of other traffic to an unreasonable extent.
 - b. The parade is of a size or nature that requires the diversion of so great a number of law enforcement officers to properly police the line of movement and contiguous areas that allowing the parade would deny reasonable law enforcement protection to the jurisdiction.
 - c. The parade will interfere with another parade or other activity for which a permit has been issued.
 - d. Information contained in the application is found to be false or a material detail is omitted.
 - e. The applicant refuses to agree to abide by or comply with all conditions of the permit.
- 2. If one or more of the conditions listed in subsection (1) of this section, other than subsection (1)(e) of this section, exists, the City Council may include provisions in the permit that are necessary to alleviate the conditions, including but not limited to:
 - a. Requiring an alternate date.
 - b. Requiring an alternate route.
 - c. Restricting the size of the parade.
- 3. The City Recorder shall notify the applicant of the decision within five days after receipt of the application. [Ord. 907 § 4, 2012; Ord. 906 § 1, 2012.]

10.05.290 Parade offenses.

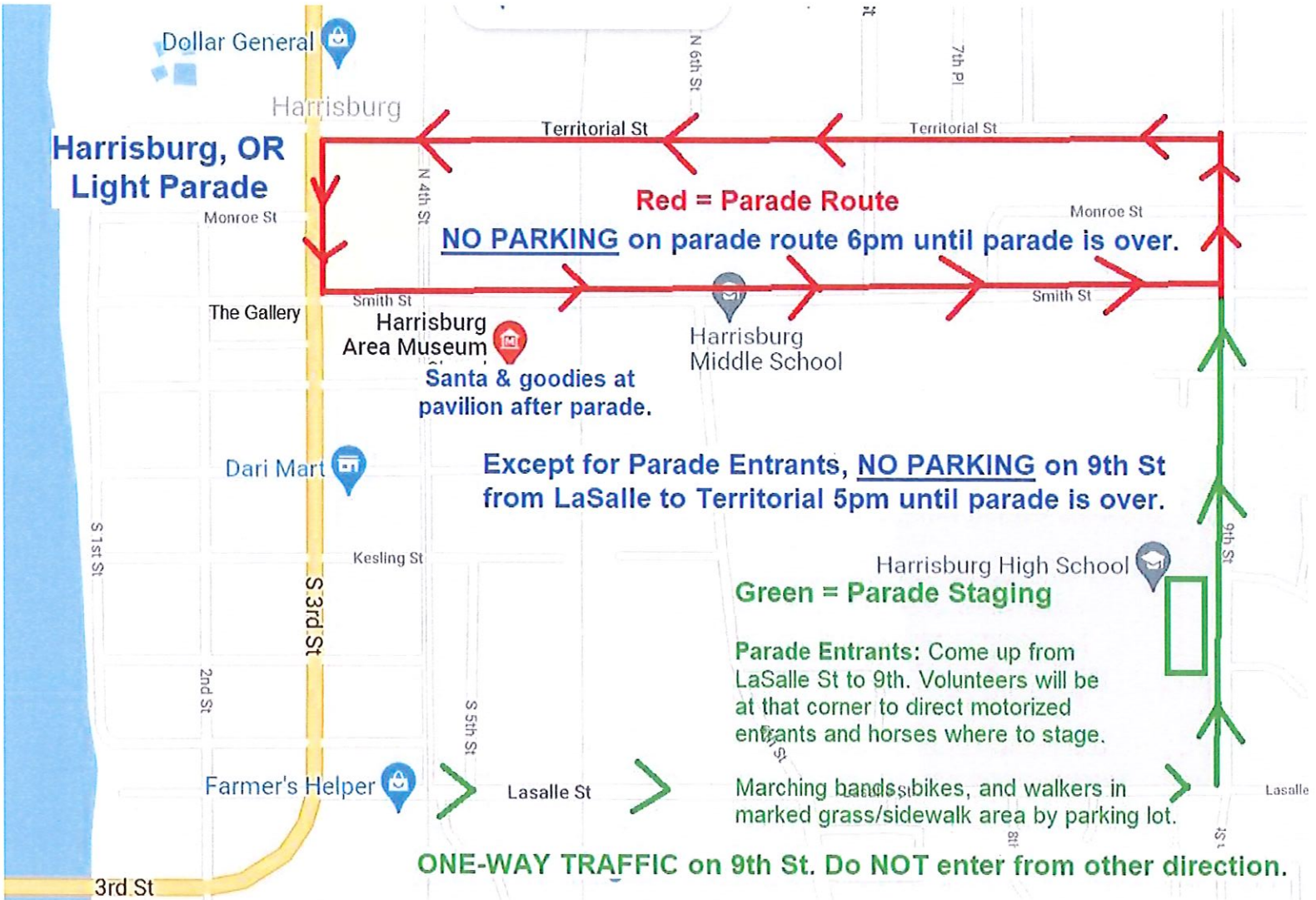
- 1. No person shall unreasonably interfere with a parade or a parade participant.
- 2. No person shall operate a vehicle that is not part of a parade between the vehicles or persons in the parade. [Ord. 907 § 4, 2012; Ord. 906 § 1, 2012.]

10.05.300 Permit revocable.

The City Recorder may revoke a parade permit if circumstances clearly show that the parade no longer can be conducted consistent with public safety. [Ord. 907 § 4, 2012; Ord. 906 § 1, 2012.]

04M 54696

Harrisburg, OR Light Parade





APPLICATION AND PERMIT TO OCCUPY OR PERFORM OPERATIONS UPON A STATE HIGHWAY

See Oregon Administrative Rule, Chapter 734, Division 55

PERMIT NUMBER

1.

CLASS : KEY#

GENERAL LOCATION

PURPOSE OF APPLICATION (TO CONSTRUCT/OPERATE/MAINTAIN)

HIGHWAY NAME AND ROUTE NUMBER
OR-99E/58/Albany-Junction City

POLE LINE

TYPE

MIN. VERT. CLEARANCE

HIGHWAY NUMBER COUNTY
58 Linn

BURIED CABLE

TYPE

BETWEEN OR NEAR LANDMARKS

PIPE LINE

TYPE

Territorial St. and Smith St.

HWY. REFERENCE MAP DESIGNATED FREEWAY IN U.S. FOREST
GIS YES NO YES NO

NON-COMMERCIAL SIGN AS DESCRIBED BELOW

APPLICANT NAME AND ADDRESS
Rhonda Giles - Executive Director
Tri-County Chamber of Commerce
355 W. 6th Ave
Junction City, OR 97448

MISCELLANEOUS OPERATIONS AND/OR FACILITIES AS DESCRIBED BELOW

FOR ODOT USE ONLY

BOND REQUIRED REFERENCE: AMOUNT OF BOND
 YES NO OAR 734-055-0035(2)
INSURANCE REQUIRED REFERENCE: SPECIFIED COMP. DATE
 YES NO OAR 734-055-0035(1)

DETAIL LOCATION OF FACILITY (For more space attach additional sheets)

MILE POINT	MILE TO POINT	ENGINEERS STATION	ENGINEERS TO STATION	SIDE OF HWY OR ANGLE OF CROSSING	DISTANCE FROM		BURIED CABLE OR PIPE		SPAN LENGTH
					CENTER OF PVMT	R/W LINE	DEPTH/VERT.	SIZE AND KIND	
28.48	28.59	1375+80	1378+80	Both	XXX	XXX	XXX	Parade	.11 Mile

DESCRIPTION OF DESIRED USE
Light Parade Crossing on Saturday, December 2, 2023, 7pm to 8pm

SPECIAL PROVISIONS (FOR ODOT USE ONLY)

TRAFFIC CONTROL REQUIRED

OPEN CUTTING OF PAVED OR SURFACED AREAS ALLOWED

◆ YES [OAR 734-055-0025(6)] NO ◆ YES [OAR 734-055-0100(2)] NO [OAR 734-055-0100(1)]

◆ AT LEAST 48 HOURS BEFORE BEGINNING WORK, THE APPLICANT OR HIS CONTRACTOR SHALL NOTIFY THE DISTRICT REPRESENTATIVE _____ AT PHONE NO.: _____ OR EMAIL OR FAX THIS PAGE TO THE DISTRICT OFFICE AT: _____ . SPECIFY TIME AND DATE WORK IS TO OCCUR.

◆ A COPY OF THIS PERMIT AND ALL ATTACHMENTS SHALL BE AVAILABLE AT THE WORK AREA DURING CONSTRUCTION.

◆ ATTENTION: Oregon Law requires you to follow rules adopted by the Oregon Utility Notification Center. Those rules are set forth in OAR 952-001-0001 through OAR 952-001-0090. You may obtain copies of the rules by calling the center at (503) 232-1987.

CALL BEFORE YOU DIG 1-800-332-2344

COMMENTS (FOR ODOT USE ONLY)

IF THE PROPOSED APPLICATION WILL AFFECT THE LOCAL GOVERNMENT, THE APPLICANT SHALL ACQUIRE THE LOCAL GOVERNMENT OFFICIAL'S SIGNATURE BEFORE ACQUIRING THE DISTRICT MANAGER'S SIGNATURE.

LOCAL GOVERNMENT OFFICIAL SIGNATURE X	TITLE City Administrator	DATE 10/23/2023
APPLICANT SIGNATURE X	APPLICATION DATE 10/23/23	TITLE Executive Director
DISTRICT MANAGER OR REPRESENTATIVE X		TELEPHONE NO. 541-998-6154
When this application is approved by the Department, the applicant is subject to, accepts and approves the terms and provisions contained and attached: and the terms of Oregon Administrative Rules, Chapter 734, Division 55, which is by this reference made a part of this permit.		APPROVAL DATE

√GENERAL PROVISIONS FOR POLELINE, PIPELINE, BURIED CABLE PERMITS AND MISCELLANEOUS PERMITS

(Rev) May 2003

APPLICANT: See Page 1		HIGHWAY: See Page 1	58	MP: 28.48-28.59 See Page 1	
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All checked (√) provisions apply.

WORKSITE

- 1. Permittee must call for utility locates before digging ("Call Before You Dig") 1-800-332-2344 per Oregon Administrative Rules (Chapter 952, Division 1). You may be held liable for damages. Pre-marking of excavation areas is required.
- √2. Permittee shall have a copy of this permit and all attachments at the work site. They shall be available to the District Manager or representative at their request.
- 3. Permittee shall acknowledge, in writing, receipt and review of Oregon Administrative Rules (Chapter 734, Division 55) governing miscellaneous facilities and operations on the highway right of way as the governing provisions of this permit or agreement. Copies of this rule may be obtained from any district maintenance office.
- √4. Permittee shall review the Oregon Administrative Rules (Chapter 734 Division 55) governing miscellaneous facilities and operations on the highway right of way as the governing provisions of this permit or agreement. Web Site: http://arcweb.sos.state.or.us/rules/OARS_700/OAR_734/734_055.html.
- 5. Access control fence must be maintained during construction and restored to its original or better condition after construction is complete.
- √6. The Permittee shall not use state highway right of way to display advertising signs or merchandise of any kind.
- √7. The stopping and parking of vehicles upon state highway right of way for the maintenance of adjoining property or in furtherance of any business transaction or commercial establishment is strictly prohibited.
- 8. All grass and small brush within the work area shall be rotary or flail mowed to ground level prior to the beginning of work to facilitate clean up. Disturbed areas shall be reseeded with grass native to the area in an appropriate seeding time.
- √9. The spreading of mud or debris upon any state highway is strictly prohibited and violation shall be cause for immediate cancellation of the permit. Clean up shall be at the applicant's expense. The highway shall be cleaned of all dirt and debris at the end of each work day, or more frequently if so determined by the District Manager or representative.

- 10. Permittee shall replace any landscape vegetation or fences that are destroyed. Any damage that is not fully recovered within 30 days (weather permitting) shall be replaced by ODOT at the expense of the Permittee. A "plant establishment" shall be understood to be part of the planting work to assure satisfactory growth of planted materials. The plant establishment period will begin when the original planting and all landscape construction has been completed and approved. The length of the establishment period will be one calendar year or as defined in the permit Special Provisions.
- 11. Permittee shall install and maintain landscaped area. Planting shall be limited to low-growing shrubs, grass or flowers that do not attain sufficient height to obstruct clear vision in any direction. The Oregon Department of Transportation (ODOT) shall have the right to remove said landscaping at any time such removal may appear to be in the public interest, without liability or loss, injury, of damage or any nature whatsoever.

TRAFFIC

- √12. During construction or maintenance, the work area shall be protected in accordance with the current Manual on Uniform Traffic Control Devices, (MUTCD), Federal Highway Administration, US Department of Transportation, and the Oregon Department of Transportation supplements thereto. Flagger must have a card or certificate indicating their completion of an approved work zone traffic control course. All traffic control devices shall be maintained according to the American Traffic Safety Services Association (ATSSA), Quality Standards for Work Zone Traffic Control Devices handbook.
- 13. Permittee shall provide a detailed traffic control plan for each phase of the work, showing signs and cones. Plans shall be reviewed and approved by Oregon Department of Transportation in advance of construction or maintenance.
- 14. All damaged or removed highway signs shall be replaced by the permittee. Installation shall be according to MUTCD standards or ODOT specifications, and shall be completed as soon as possible but no later than the end of the work shift.

October 1st through June 1st

- 15. No lane restrictions are permitted on the roadway during the hours of darkness, on weekends, or between 6:00 AM and 9:00 AM, or 4:00 PM and 7:00 PM (Monday thru Thursday off by noon on Friday) without prior approval by ODOT.

June 1st through October 1st

- 16. Hours of work requiring traffic control shall be done between the hours of 7:00 PM and 6:00 AM

DRAINAGE

- 17. On-site storm drainage shall be controlled within the permitted property. No blind connections to existing state facilities are allowed.
- 18. Excavation shall not be done on ditch slopes. Trench excavation shall either be at ditch bottom or outside ditch area. (Minimum depth at bottom of ditch shall be 36 inches; minimum depth outside of ditch shall be 42 inches).
- 19. Only earth or rock shall be used as fill material and shall slope so as not to change or adversely affect existing drainage. Fine grade and seed the finished fill with native grasses to prevent erosion.

20. A storm drainage study stamped by an Oregon Registered Professional Engineer (PE) is required. The study must meet standards of the National Pollution Discharge Elimination Systems (NPDES) when any of the following conditions apply:
 - Whenever a four inch pipe is inadequate to serve the developed area,
 - development site is one quarter acre or larger in size, OR contributes one half cubic feet per second OR directly or indirectly affects state facilities,
 - or as directed by the District Manager or representative.
 - An advance deposit for ODOT hydrology reviews may be required.
21. Permittee shall provide on-site retention for storm water runoff that exceeds that of the undeveloped site.
22. All water discharged to an ODOT drainage system must be treated prior to discharge. All requests for connection to an ODOT storm system must meet any requirements of the National Pollutant Discharge Elimination System (NPDES). This may include local jurisdiction approval of on-site water quality treatment facilities and/or development of an operation and maintenance plan for any on-site water quality treatment facility, as determined by local jurisdiction

EXCAVATION/CONSTRUCTION

- √23. The following ODOT documents and any supplements and subsequent revisions thereto, where applicable and not otherwise superceded by the permit language herein, but only to the extent that they provide standards and performance requirements for work to be performed under the permit, shall be incorporated for use in the permit: "Oregon Standard Specifications for Construction (2015)" and relevant Metric Standard Drawings. ODOT shall have authority over acceptance of all materials and workmanship performed under this permit as stated in Section 00150.00 of the "Oregon Standard Specifications for Construction (2015)." For additional Supplemental and Special Provisions please refer to: <http://www.odot.state.or.us/techserv/roadway/specs/home.htm>. Standard Specification books is available on this site.
24. Open cutting of pavement is allowed in areas specifically approved by District Manager or representative.
25. Trench backfill shall be according to the attached typical drawing, marked as Exhibit _____.
26. Open cutting of the highway is allowed with construction in accordance with OAR 734-55-0100. All excavation in paved areas shall be backfilled and the roadway surface patched before the end of each shift. In special cases where steel plates are allowed, said plates shall be pinned and a temporary cold patch applied to the edges. The permittee shall be fully responsible for monitoring and maintenance of temporary patching and steel plating.
27. Compaction tests shall be required for each open cut per Oregon Standard Specification for Construction. Compaction tests shall be conducted once for every 300 lineal feet per lift of continuous trench according to the Manual of Field Test Procedures (MFTP), published by ODOT. Percent Compaction shall be 95%. At the discretion of the District Manager or representative, results of compaction test shall be provided to District Manager or representative at applicants' expense.

28. Control Density Fill (CDF) shall be used as surface backfill material in place of crushed rock in open trenches that impact the travel portions of the highway. A ¾"-0, or 1"-0 rock will be used for the aggregate. The amount of cement used shall not exceed 3.0% of the total mixture's weight. Maximum compressed strengths must not exceed 250 pounds per square inch (psi).
29. Surface restoration shall be a minimum of eight inches of hot asphalt-concrete (AC), compacted in two inch lifts, or match existing pavement depth, whichever is greater. Sand-seal all edges and joints.
30. All aggregate shall conform to Oregon Standard Specification for Construction, Section 02630 - Base Aggregate.
31. Any area of cut or damaged asphalt shall be restored in accordance with the included attachment "drawing supplied by the applicant. For a period of two years following the patching of paved surface, permittee shall be responsible for the condition of permittee's pavement patches, and during that two year period shall repair to District Manager or representative satisfaction any of the patches which become settled, cracked, broken, or otherwise faulty.
32. An overlay to seal an open-cut area shall be completed prior to the end of the construction season, or when minimum temperature allows per "Oregon Standard Specification for Construction" and any subsequent revisions thereto. Typical overlay shall be 1.5 inches deep and cover the affected area from edge of pavement to edge of pavement, and taper longitudinally at a fifty feet to one inch (50' : 1") ratio. Taper may be adjusted by the District Manager as required. For a period of two years following this patching of the surface, the permittee shall be responsible for the condition of said pavement patches, and during that time shall repair to the District Manager or representative's satisfaction any of the patches which become settled, cracked, broken or otherwise faulty.
33. Highway crossings shall be bored or jacked. Bore pits shall be located behind ditch line or in areas satisfactory to the District Manager. Unattended pits shall either be protected by a six-foot fence, backfilled, or steel plated and pinned.
34. Permittee shall install a "tracer wire" or other similar conductive marking tape or device, if installing any non-conductive, unlocatable underground facility, in order to comply with Oregon Utilities Coordination Council (OUCC), per OAR 952-01-0070 (6).
35. Trench backfill outside of ditch line or in approved areas can be native soil compacted at optimum moisture in twelve inch layers to 90% or greater of the maximum density.
36. Native material that is found to be unsatisfactory for compaction shall be disposed of off the project and granular backfill used.
37. Trench backfill in rock slope or shoulder shall be crushed 1"-0 or ¾"-0 size rock compacted at optimum moisture in eight-inch layers. Compaction tests shall be conducted according to the Manual of Field Test Procedures (MFTP), published by ODOT. Percent compaction shall be 95%. At the discretion of the District Manager or representative, results of compaction tests shall be provided to District Manager or representative at applicant's expense.

- 38. Where excavation is on fill slope steeper than a two to one (2:1) ratio, slope protection shall be provided using four-inch size rock laid evenly to a minimum depth of twelve inches.
- 39. No more than 300 feet of trench longitudinally along the highway shall be left open at any one time and no trench shall be left in an open condition overnight (during non work hours).
- 40. Areas of disturbed cut and fill slopes shall be restored to a condition suitable to the District Manager or representative. Areas of erosion to be inlaid with an acceptable riprap material.
- 41. All underground utilities shall be installed with three-foot or more of horizontal clearance from existing or contract plans guardrail posts and attachments. All non-metallic water, sanitary and storm sewer pipe shall have an electrically conductive insulated Number 12-gauge copper tracer wire the full length of the installed pipe using blue wire for water and green for storm and sanitary sewer piping.
- 42. Any area of cut or damaged concrete shall be restored in accordance with the attached Typical Section-Pipe Section under sidewalk.
- 43. Utility markers and pedestals shall be placed as near the highway right-of-way line as practical. In no case shall pedestals and line markers be located within the highway maintenance area.
- 44. No cable plowing is allowed within the lateral support of the highway asphalt (i.e. at six feet lower than the edge of the asphalt, no plowing within nine feet of the edge of the asphalt).
- 45. Review by ODOT Bridge Engineers is required for all proposed bridge and structure attachments and for utility or any facilities to be installed within sixteen feet of bridge foundations, supports, walls or related, or within the influence zone of bridge facilities.

Miscellaneous:

- 46. Permittee shall be responsible and liable for (1) investigating presence/absence of any legally protected or regulated environmental resource(s) in the action area; (2) determining any and all restrictions or requirements that relate to the proposed actions, and complying with such, including but not limited to those relating to hazardous material(s), water quality constraints, wetlands, archeological or historic resources(s) state and federal threatened or endangered species, etc., (3) complying with all federal, state, and local laws, and obtaining all required and necessary permits and approvals.
- √47. If the permittee impacts a legally protected/regulated resource, permittee shall be responsible for all costs associated with such impact, including, but not limited to all costs of mitigation and rehabilitation, and shall indemnify, and hold ODOT harmless for such impacts and be responsible and liable to ODOT for any associated costs or claims that ODOT may have.
- √48. Plans are approved by ODOT in general only and do not relieve the permittee from completing construction improvements in a manner satisfactory to ODOT. The District Manager or representative may require field changes. When revisions are made in the field, permittee is responsible to provide "as built" drawings, within 60 days from completion of highway improvements, and shall submit them to the District Office issuing the permit.

- 49. Permittee shall be responsible for locating and preserving all existing survey monumentation within the work area in accordance with ORS 209.150 and/or 209.155. If monumentation or its accessories are inadvertently or otherwise disturbed or destroyed, applicant shall be responsible for all costs and coordination associated with it's reestablishment by a professional licensed surveyor.
- 50. An advance deposit of \$ 0.00 is required for project associated costs incurred by ODOT. Such costs will be identified and estimated by ODOT, and include, but are not limited to review of studies and calculations involving hydraulics/drainage, geotechnical, traffic and traffic control plans, signal, roadway design, bridge and other engineering support. Excess funds remaining in the account upon completion of billing will be refunded. If ODOT costs exceed the deposit amount, permittee shall be billed for the difference.

SPECIAL PROVISIONS for UTILITY AND MISCELLANEOUS PERMITS

SPECIAL PROVISIONS SUPERSEDE GENERAL PROVISIONS

- √ 1. THE SCOPE OF THIS PERMIT IS TO ALLOW DETOUR AND TRAFFIC CONTROL DURING AN EVENT, SEE PAGE 1 OF 2.
- √ 2. ANY DAMAGE TO ODOT RIGHT OF WAY SHALL BE RESTORED TO THAT CONDITION PRIOR TO EVENT AND TO SATISFACTION OF ODOT REPRESENTATIVE.
- √ 3. THE APPLICANT IS RESPONSIBLE FOR FURNISHING COMPLETE TRAFFIC CONTROL BY MEANS OF QUALIFIED POLICE OFFICERS AT EACH END OF THE PARADE AND DETOUR ROUTES, INCLUDING TEMPORARY SIGN PLACEMENT. ALL TEMPORARY TRAFFIC CONTROL DEVICES SHALL BE IN ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD). SEE SPECIAL PROVISION 9b.
- √ 4. THE APPLICANT SHALL BE RESPONSIBLE FOR ALL CLEAN-UP OF DEBRIS DEPOSITED ON OR ALONG THE HIGHWAY AS A RESULT FROM THE PARADE.
- √ 5. IT IS THE RESPONSIBILITY OF THE APPLICANT TO OBTAIN PERMISSION TO USE CITY STREETS AND COUNTY ROADS FOR TRAFFIC DETOURS. THE OREGON DEPARTMENT OF TRANSPORTATION HAS NO AUTHORITY TO GRANT PERMISSION TO DETOUR TRAFFIC OVER CITY STREETS AND COUNTRY ROADS.
- √ 6. PARADE PERMITS ISSUED BY ODOT WILL ONLY COVER THAT PORTION OF THE PARADE THAT TAKES PLACE ON THE STATE HIGHWAY.
- √ 7. THE APPLICANT IS RESPONSIBLE AND LIABLE FOR ALL ACCIDENTS, DAMAGES, AND INJURIES TO PERSONS OR PROPERTY THAT ARE A DIRECT RESULT OF THE PARADE.
- √ 8. APPROVAL FOR THE PARADE IS AT THE DISCRETION OF THE ODOT DISTRICT 4 MANAGERS.
- √ 9. **ADDITIONAL SIGNATURES ARE REQUIRED.**

(9a.) LOCAL JURISTITION (CITY) SIGNATURES REQUIRED. SIGNATURE REPRESENTS CITY APPROVAL FOR THE PLANNED EVEN, APPROVAL OF ALL ASSOCIATED PLANNED ACTIVITIES AND APPROVE OF DETOUR ROUTES FOR THIS PERMITS.
CITY REPRESENTATIVE IS TO SIGN PAGE 1 AND 8 OF THIS PERMIT, UNDER LOCAL GOVERNMENT OFFICIAL SIGNATURE.

JURISTITION: City of Harrisburg

SIGNATURE: _____,

CONTACT NAME: Michele Eldridge PHONE NO.: 541-995-2200

MAILING ADDRESS: PO Box 378

CITY: Harrisburg STATE: OR ZIP CODE: 97446

APPLICANT IS TO PROVIDE THE CITY WITH A COPY OF THE FINALIZED ODOT ISSUED PERMIT 30 DAYS PRIOR TO THE EVENT.

(9b.) LOCAL POLICE DEPARTMENT OR LAW ENFORCEMENT SIGNATURE REQUIRED. SIGNATURE ACKNOWLEDGES THAT THE LOCAL LAW ENFORCEMENT HAS BEEN NOTIFIED OF THE PLANNED ACTIVITIES ASSOCIATED TO THIS PERMIT. SEE SPECIAL PROVISIONS.

PRINT NAME _____ PHONE NUMBER _____

SIGNATURE _____ DATE _____

APPLICANT IS TO PROVIDE THE POLICE DEPARTMENT/LAW ENFORCEMENT WITH A COPY OF THE FINALIZED ODOT ISSUED PERMIT 30 DAYS PRIOR TO THE EVENT.

APPLICANT'S SIGNATURE ACKKNOWLEDGES APPLICANT HAS READ, UNDERSTANDS AND ACCEPTS ALL PROVISIONS

APPLICANT SIGNATURE _____ DATE _____