



**Street Closure Request Form**

Please submit form at least 60 days prior to event for consideration. Contact Carly Bedgood, Planning & Zoning Administrative Assistant, at [cbedgood@harrisburgnc.org](mailto:cbedgood@harrisburgnc.org) or 704-455-5614 with questions.

NOTE: Certain road closures and special requests may require approval from the Harrisburg Town Council. If required, the Council will review the application at their regular meeting on the second Monday of the month.

Street closure guidelines:

- Closure times: streets are only permitted to close and open according to times listed on the Special Event Permit
- Closure set-up: Executing the street closure must be done by law enforcement officers only
- Fire Lane: 20'-wide fire lane must be maintained throughout all street closures
- Vendors: Vendors should be contained within street closure, not on sidewalks
- Handicap Sidewalk Ramps: Handicap sidewalk ramps should remain unblocked throughout closure

**Applicant Information**

Event Organizer \_\_\_\_\_

Phone \_\_\_\_\_ Number \_\_\_\_\_

Address \_\_\_\_\_

Email Address \_\_\_\_\_

Names/Cell Phones/Emails for Two Individuals Present On Site Day of Event

\_\_\_\_\_  
\_\_\_\_\_

**Event Information**

EventName \_\_\_\_\_

TypeofEvent \_\_\_\_\_

DateofEvent \_\_\_\_\_

Start/End Time \_\_\_\_\_

By signing below, I understand and agree to the Street Closure Guidelines listed above. I also understand that the Police Supervisor working my event has the final authority on any decision that needs to be made regarding my street closure.

**Signature** \_\_\_\_\_

**Print Name** \_\_\_\_\_

**Date** \_\_\_\_\_

**Submit completed application and required documentation to: Carly Bedgood, Town of Harrisburg Planning & Zoning Dept., PO Box 100, 4100 Main St., Ste. 101, Harrisburg NC 28075.**