

SCDOT DISTRICT 1

ROAD CLOSURE FOR PARADES, FESTIVALS, OR OTHER EVENTS AGREEMENT

The South Carolina Department of Transportation (SCDOT) has no objections to municipalities, county governments, state government, or others endorsed by a municipality, county, or state government wishing to hold parades, festivals, or other events that may involve the temporary closing of one or more roads in the state system, provided however, that the parades, festivals, or other events are held in a safe and orderly manner and that motorist and pedestrian safety, as well as adequate traffic movement and accessibility for persons with disabilities, is maintained. The following procedures shall be required for such temporary state roadway closures:

1. The requests shall be in writing and, if not submitted by a **local governmental authority**, shall include the local governmental authority's permit or written authorization for the event.
2. Local or other law enforcement agencies are responsible for and shall provide all necessary traffic control when state roadways are temporarily closed, to include adequate detours for the safe and efficient movement of the traveling public around the closed area. The traveling public expects state routes to be open and free of delay. Therefore, adequate signs and traffic control devices shall be used to clearly mark the area to minimize inconvenience to through traffic. SCDOT is not responsible for traffic control or notification of local or other law enforcement for these events.
3. The local authority shall be responsible to ensure that all traffic control devices, utilized by the local or other law enforcement agencies for the parades, festivals, or other events, shall conform to the Manual on Uniform Traffic Control Devices (MUTCD), latest edition.
4. Pavement markings are not allowed unless specifically approved by SCDOT.
5. No equipment or structures that would damage the pavement shall be located on the roadway surface, including but not limited to, petroleum products, such as hydraulic fluid, diesel fuel, gasoline, etc., mechanical stabilizers, and anchoring systems.
6. SCDOT does not recommend parades, festivals, or other events crossing a railroad track. However, if the parade, festival, or other event unavoidably uses a state roadway that crosses a railroad line, the requester and/or local authority is responsible for contacting the railroad company to advise of the event and coordinating any needed precautions to ensure the public's safety.
7. SCDOT shall not be held responsible for any personal and/or property damage or injury incident to or arising from these events.
8. Access to and the use of curb ramps and other facilities for any person(s) with disabilities shall not be blocked.
9. Submit requests no less than 3 weeks before event to **ROAD CLOSURE REQUESTS** to the appropriate SCDOT County Maintenance office below. Call the office to submit request via email.

County	Address	Phone
Kershaw	512 South Fair Street, Camden, SC 29020	(803) 432-4358
Lee	703 East Church Street, Bishopville, SC 29010	(803) 484-6236
Lexington	124 Park Road, Lexington, SC 29072	(803) 359-4103
Richland	7201 Fairfield Road, Columbia, SC 29203	(803) 786-0128
Sumter	301 East Calhoun Street, Sumter, SC 29151	(803) 778-5466

SCDOT DISTRICT 1 ROAD CLOSURE REQUEST

Requestor Name			
Local agency, Organization, or Group			
Mailing Address			
Email Address		Phone	

* If requester is not a local governmental agency, written authorization from a local governmental agency must be attached

Name of Event			
Detailed Description of Event			

Sponsoring Organization or Group			
Contact Name			
Mailing Address			
Email Address		Phone	

Date of Event:	Begin Time:	End Time:	Rain Date:
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Road Name/Route Number	Road Name/Route Number

All requests must also include the following information:

- Written authorization by local authority (if requester is community organization or business)
 Written authorization by local law enforcement agency to provide traffic control (if requester is not law enforcement)
 Map highlighting proposed road closure or route and detour route
 Additional details of event

I have read and agree to follow the procedures of the ROAD CLOSURE FOR PARADE, FESTIVALS, OR OTHER EVENTS AGREEMENT.		
	Requester's Signature	Date

FOR SCDOT USE:

If accepted, SCDOT has NO objection to closing the SCDOT maintained roads above for this event in accordance with all submitted documents and maps.

County:	Date Received:
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County Reviewer:	Date:	<input type="checkbox"/> Accept <input type="checkbox"/> Reject/Revise*
County Maintenance:	Date:	<input type="checkbox"/> Accept <input type="checkbox"/> Reject/Revise*
District Traffic:	Date:	<input type="checkbox"/> Accept <input type="checkbox"/> Reject/Revise*
DEA:	Date:	<input type="checkbox"/> Accept <input type="checkbox"/> Reject/Revise*

*If rejected/revised, attach memo with explanation or revision.