Belmont
FRESH WATER SUPPLY DISTRICT 1

Street Closure Guidelines and Procedures

GUIDELINES:

1. All residents within the street closure area must sign the District's Street Closure Resident Signature Sheet.

2. Low volume streets within the subdivision are preferred.

3. The following streets must be accessible because they serve as main travel ways for the emergency services of the Town of Northlake Police and Denton County Emergency Services District No. 1:

    - Cleveland Gibbs Road
    - Harvest Way
    - Old Justin Road
    - 13th Street
    - 6th Street
    - Homestead Way

    To request closure of these streets, you must obtain written permission from the emergency services of the Town of Northlake Police and Denton County Emergency Services District No. 1, and create a plan for access during the requested closure time.

4. Streets must be closed from cross street to cross street for one complete block. This serves several purposes. It makes it easier for the emergency services of the Town of Northlake Police and Denton County Emergency Services District No. 1 to identify locations and keep motorists from driving into the area and finding it difficult to turn around in the street.

5. Requests must be submitted in advance to the Town of Northlake Chief of Police or his/her designee and 30 days in advance to the Belmont Fresh Water Supply District No.1

6. The Town of Northlake Police approval is required because the Town of Northlake Police Department registers the street closure with 911 emergency services of the Town of Northlake and Denton County Emergency Services District No. 1.

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7. The Street Closure request to the District may be submitted either online at the District's web page or at the District's monthly board meeting.

8. Only traffic cones may be used to block streets. Cones are not provided by the District.

9. Traffic cone height must be a minimum of 28" and be orange in color.

10. Cars, trash cans, or other large obstructions cannot be used so the emergency services of the Town of Northlake Police and Denton County Emergency Services District No. 1 can get to a location without having to wait for someone to move the blockage. If needed, emergency services will be able to drive over the cones.

11. Where possible, grills, bounce houses, large tables, etc. should be kept in private yards or on the edge of the curb as best as possible.

12. Do not put the larger, less mobile objects out in the middle of the road. Place larger, less mobile objects on the same side of the street as close to the curb as you can. The intent is to allow emergency vehicles a quick lane through the street if the need arises. Items such as chairs, small tables, etc. in the middle of the street are acceptable.

13. The goal is to keep large objects out of the middle of the street so that the emergency services of the Town of Northlake Police and Denton County Emergency Services District No. 1 will have a lane through the street should an emergency arise.

PROCEDURES:

1. Determine street, date, and time of the street closure.

2. Develop a map of the street closure. The map should contain:
    - A highlight of the requested street closure and the two cross streets
    - The date and time of the street closure
    - The name, email, and telephone number of the requestor

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3. Complete, BUT DO NOT SUBMIT, the Resident Street Closure Request.

4. Provided all residents within the street closure with:
    - A completed map of the street closure
    - A copy of the Resident Street Closure Request
5. Have all residents within the street closure complete and sign the Street Closure Resident Signature Sheet

6. If after three attempts a resident is not available for signature the requestor should indicate on the Street Closure Resident Signature Sheet any address not available for signature and the dates that contact was attempted.

7. Submit the Street Closure Request along with attachments to the Town of Northlake Police Department 40 days prior, and 30 days prior to the District at the District Board Meeting.

8. Items you must submit to the Town of Northlake Police Department are:
    - Resident Street Closure Request
    - Map of the Street Closure
    - Street Closure Resident Signature Sheet
9. Items you must submit to the Belmont Fresh Water Supply District No. 1 Board within 30 days are:
    - Town of Northlake Police Department approval
    - Resident Street Closure Request
    - Map of the Street Closure
    - Street Closure Resident Signature Sheet
10. You will receive an email confirmation from the District on the decision of your street closure request.

11. Retain and have on hand your Belmont Fresh Water Supply District No. 1 Street Closure Permit during the Street Closure.

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