

CITY OF KIRKLAND

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DEPARTMENT OF PUBLIC WORKS PRE-APPROVED PLANS POLICY

Policy R-27: Long-term Street Improvement Closure Policy

The purpose of this policy is to outline when Street Improvements (sidewalks, bike lanes, and parking lanes) can be closed for construction or maintenance purposes.

1. Street Improvements serve the public. Closure of any street improvement should be minimized whenever possible. Street Improvement closures will be reviewed for new construction or required maintenance on existing buildings.
2. Street Improvements shall not be closed or detoured for the convenience of a development project to have more room to work. Temporary long-term use of the street improvement area to store or stage materials, equipment, job trailers, etc. shall not be allowed.
3. The Public Works Construction Inspector has the authority to require immediate field changes to Street Improvement detours or closures to address pedestrian, bicycle and vehicular safety, or functionality issues.
4. All Street Improvement closures and detour plans must be reviewed and approved by the Public Works Department.
5. A sidewalk detour plan is required for the temporary closure of any street improvement on a Collector or Arterial type street, along any City-adopted School Walk route, or any other street with a high-use of pedestrians as determined by the Public Works Department.
6. All detour plans shall be designed per the standards in the Manual on Uniform Traffic Control Devices (MUTCD). Link to MUTCD: <http://mutcd.fhwa.dot.gov/>
7. Pedestrian detours should be maintained on the same side of the street whenever possible. As an example, temporary closure of parking and detouring pedestrians into an approved route along the parking lane is preferred to detouring the pedestrians to the opposite side of the street.
8. When it is necessary to detour pedestrians to the opposite side of the street, the detour shall provide the safest and shortest route possible.
9. The Public Works Department may approve daily closures of Street Improvements (with an approved detour route plan) to facilitate construction work in the public right-of-way, but the street improvements shall be reopened at the end of each work day.

10. A long-term closure is any closure exceeding two weeks. The Public Works Department may approve long-term closures of street improvements (with approved detour routes) to facilitate construction or maintenance work in the public right-of-way under the following conditions:

- a. The closure is limited to the shortest time frame possible. The Contractor shall submit a proposed Street Improvement closure schedule describing the type of work causing the closure and the proposed number of days for the closure.
- b. A closure is limited to eight weeks unless approved by the Public Works Director. A request to exceed the 8-week limit will be reviewed on a case by case basis and must be due to extenuating circumstances such as weather delays or unknown construction changes (such as unknown utility relocations). Each extension request will be reviewed and considered in two-week increments.
- c. The Public Works Department will review and may approve multiple closures of up to eight (8) weeks in duration for large complex construction projects.

Note: Large complex construction projects with small-to-zero required setback from the public right-of-way (as adopted by the Kirkland Zoning Code) will typically require long-term Street Improvement closures in order to allow for parking structure excavation and construction, new street improvement and utility installation, and construction of the building. Many buildings with zero setbacks are required to provide covered pedestrian amenities such as awnings or other features which must be completed before the new sidewalk can be opened to pedestrians.

- d. If a development project has multiple right-of-way frontages, the long-term closure of Street Improvements on each frontage will be reviewed separately.

11. Failure to adhere to this policy will result in an immediate Stop Work Order, fines, or both as outlined in the Section 19.04.010 of the Kirkland Municipal Code.