WHITEHALL TOWNSHIP
ROAD CLOSING PROCEDURES

Please be advised that Whitehall Township requires, prior to the closing of ANY public right of way by individuals other than Township Personnel within the Township for any purpose, with the sole exception of "emergency closures"* that the following procedures be followed. Please remember, however, that there are several major roadways throughout the Township which are State roads, and therefore separate approvals must be secured from the Pennsylvania Department of Transportation for closing of same, with notice provided to the Township.

Streets, alleys, etc., may be closed only as a "last resort" option, and considerable thought should be taken to assure that no other alternative is available prior to submitting such a closing request.

All requests will be considered based upon the intent, the need, and the length of closing requested.

All requests will be submitted to the Mayor, and reviewed at minimum by the Public Works, Police, and Fire departments.

Lane closures also require township approval, except in cases of "emergency closures" as defined herein.

All road and lane closures must be provided with appropriate traffic detour postings and information, and must meet the minimum standards of PennDOT's latest handbook for Work Area Traffic Control.

"Emergency Closures" are defined as those closings mandated by the disruption of utility service for a break or other problem with the utility main. Although the road may be closed for this emergency purpose immediately, the notification requirements contained herein shall still apply.

Road closure requests, except for emergency closures, must be submitted a minimum of 7 days prior to the requested closure.
The following, at a **minimum, MUST** be notified of a road closing by the individual, contractor, or other entity, when given permission to close a street or roadway **AT LEAST TWENTY FOUR (24) HOURS PRIOR TO THE CLOSING:**

<table>
<thead>
<tr>
<th>Entity</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Whitehall Township Public Works</td>
<td>610-437-5524, ext. 1139</td>
</tr>
<tr>
<td>Whitehall Township Police Dept.</td>
<td>610-437-3042</td>
</tr>
<tr>
<td>Lehigh County Radio Dispatch</td>
<td>610-437-5252</td>
</tr>
<tr>
<td>Whitehall Township Fire Chief</td>
<td>610-437-5524, ext. 1166</td>
</tr>
<tr>
<td>Cetronia Ambulance</td>
<td>610-262-6484</td>
</tr>
<tr>
<td>Whitehall Coplay School District</td>
<td>610-437-4780</td>
</tr>
<tr>
<td>(for closings involving Spring Street in the Egypt section of Whitehall Township – Parkland School District must be notified)</td>
<td></td>
</tr>
<tr>
<td>Waste Management</td>
<td>610-285-3121</td>
</tr>
<tr>
<td>LANTA</td>
<td>610-435-4517</td>
</tr>
<tr>
<td>Local Businesses on street affected by closing</td>
<td></td>
</tr>
</tbody>
</table>
WHITEHALL TOWNSHIP
REQUEST FOR ROAD CLOSING

Person requesting closing: ________________________________________________

Telephone: ________________________ Email: ______________________________

Reason for Request: _____________________________________________________

Dates of Closing: _______________________________________________________

Responsible Individual for Contact: ________________________________________

Telephone #: ___________________ Email:____________________________

Is Closing Associated With a Street Opening Permit? ________________________

Describe and attach detailed drawing of street to be closed, limits of closing (from where to where), traffic control signage plan to be implemented, and detour path if necessary for traffic:

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________

What traffic control devices are proposed associated with closing (these must be shown and labeled on the traffic control plan)?

_______________________________________________________________________

_______________________________________________________________________

_______________________________________________________________________
Dear ____________________________,

Whitehall Township has reviewed your request to close the street/road/alley at:

_______________________________________________________________________

for the specific purpose of:

_______________________________________________________________________

and has approved this request, conditioned upon your adhering to all the required safety measures and notifying all affected parties and the following additional conditions:

_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________
_______________________________________________________________________

This approval is granted from _____________________ to _______________________.

Please know that failure to re-open the street/alley/road by this time may result in penalties.

________________________________
Mayor