



BRIDGE SPECIAL EVENT PERMIT APPLICATION

FOR INTERNAL USE ONLY

ACTION (date/initials): Approve _____ Deny _____ Approve with conditions _____ Amend _____

Date Received _____
 Fee Received _____

Routing (copy to PAO): Director Chair Board
Attach report on event potential impacts

- Non-exclusive sidewalk/lane – NO PERMIT NEEDED
- Complete closure – sidewalk(s)
- Complete closure – lane(s)
- Complete closure – bridge

Authorizations Required: (Check all that apply):
 Portland _____ (date)
 State of Oregon _____ (date)
 U.S. Coast Guard _____ (date)

CHECK ALL THAT APPLY:

TriMet Notice Sent (date) _____

- Notice Sent (date) _____
- Payment Received (date) _____
- Insurance Requirements form(s) _____

Payment _____ Deposit _____

- Certificate of Insurance
- Map
- USCG Notification
- Sent out for Response
- Sent out for Review/Permit#

- County Support Services Required:
 Plans Required: Crowd Control Emergency Medical
 Traffic Control Environmental Impact
 Security Hazardous Materials
 Fire Safety Other _____

(Please Type or Print Clearly)

Today's Date: _____

Sponsor/Applicant: _____

Contact Phone Number(s): Office: _____ Cell: _____ Fax: _____

Address: _____ Email: _____

Local Contact Information: Name: _____

Contact Phone Number(s): Office: _____ Cell: _____ Fax: _____

Address: _____ Email: _____

TERMS AND CONDITIONS (check box and provide narrative responses as applicable):

1. **EVENT:** Film Photo Shoot Parade/Procession Annual Event Athletic Event Other

Event Title: _____

(Attach film script excerpts relevant to bridge use, if available)

2. Bridge requested Broadway Burnside Hawthorne Morrison Sauvie Island Sellwood

3. Bridge area requested (example: west side, east bound traffic lanes, center span, south side, and sidewalk):

4. **Proposed date(s):** _____

5. a. Hours requested (include set-up and teardown/clean-up) **From:** _____ **To:** _____

b. Is set up or take down to occur more than 6 hours before or after the main activity: ____ Yes ____ No

If yes, provide the dates and times: _____

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Department of Community Services
Transportation Division-Bridges



- 6. Complete Bridge Closure Event? (See Multnomah County Code §29.703 definition): ____ Yes ____ No

- 7. a. Sidewalk Closure? ____ Yes ____ No If yes, how long? _____
b. Sidewalk Delays? ____ Yes ____ No If yes, how long? _____
c. Pedestrian Stairways impacted? ____ Yes ____ No
A) How long? _____
B) How many stairways? _____
C) Which area (example: east or west side, north or south stairs)? _____

- 8. Vehicular traffic lane closure? ____ Yes ____ No Delays? ____ Yes ____ No
a) How long? _____
b) How many vehicular lanes? _____
c) Which direction of traffic? _____

- 9. Bridge closure to river traffic? ____ Yes ____ No If yes, when and how long? _____
NOTE: A request for a closure(s) to river traffic requires U.S. Coast Guard Consent. Permit must be submitted no later than January 31 of the event year or 120 days before the event, whichever date is earlier.

- 10. Anticipated number of participants: **200 or less, estimate: 100**
 More than 200
 300 or more, estimate: _____

- 11. Are you planning to attach anything to the bridge? (**Note: All Banners Are Prohibited**) ____ Yes ____ No
If yes, describe location, object, and method of attachment: _____

- 12. Will Portland Police Bureau or Multnomah County Sheriff Office services be used? ____ Yes ____ No
If yes, explain how their service is to be deployed: _____

- 13. Alcohol service or consumption at event? ____ Yes ____ No
If yes, a liquor liability insurance endorsement is required.

- 14. List equipment to be used for event (lighting, generators, vehicles, etc.):

- 15. Detail the planned bridge event for our structural and environmental impact evaluation. An environmental impact example is a water truck discharging chlorinated water into the river. Describe structures or attachments and, when applicable, the plans for crowd and traffic control, security, fire safety, emergency medical services, and hazardous materials safety. Include a map of the event route showing the direction of travel. (Attach additional sheets and supplemental documents):

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16. In consideration for the granting of this Permit, Permittee will defend, indemnify and hold harmless Multnomah County, its officers, employees, agents, heirs and successors in interest from any and all suits, losses, claims, costs, expenses, liabilities or damages of whatsoever nature, including but not limited to attorney fees and other legal costs arising out of or resulting from Permittee's or its employees, agents or contractors activities undertaken pursuant to this Permit and in connection with the Special Event including but not limited to the use of the bridge.
17. The Applicant will comply with all applicable local, state and federal laws and conduct the Event in a safe, orderly manner; will not damage County owned or maintained real or personal property; and is in compliance with County requirements relating to traffic control, traffic safety and bridge integrity including but not limited to load rating limits.
18. The Event will not cause or contribute to a violation of any applicable federal, state or local environmental protection law or regulation, including but not limited to the Endangered Species Act or the Clean Water Act, as established by a comprehensive environmental analysis of the proposed Event and its impact on the river if appropriate.
19. That any Hazardous Substances, Hazardous Materials or Hazardous Waste used, stored or released in any way in connection with the Event will be handled in a manner consistent with any applicable laws and regulations; including but not limited to any local, state or federal law or regulation relating to the storage, release, spill or discharge of "Hazardous Substances," "Hazardous Material" or "Hazardous Waste" as defined under any applicable local, state or federal law or regulation.
20. By the signature below, the Applicant agrees that this application is subject to all of the requirements, terms, conditions and obligations as imposed pursuant to Multnomah County Code (MCC) §§ 29.701- 29.714 with respect to any Bridge Special Event Permit Application, including but not limited to the County's right to deny a permit as provided under MCC § 29.708 (D).

READ BEFORE SIGNING

By the signature below, the Applicant hereby affirms and warrants that all of the above provided information is truthful and accurate and that the local contact person(s) identified herein will have full authority to represent and bind the Applicant in all matters relating to the consideration of this application by Multnomah County including compliance with all the terms and conditions imposed by the County.

For Applicant:

Name: _____ Title: _____

Signature: _____ Date: _____

Return to:
Multnomah County DCS
Transportation- Bridges
Attn: Matt Studer
1403 SE Water Ave
Portland, Oregon 97214
Office: (503) 988-7125 Cell (503) 708-0740 Fax: (503) 988-3389
Email: matt.d.studer@multco.us

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**Give This Sheet to Your
Insurance Carrier**

**This page is to be made a part
of Insurance Policy
#:**

INSURANCE REQUIREMENTS

Before Multnomah County can issue a permit for _____, the Permittee must provide proof of Commercial General Liability Insurance, on an occurrence basis, with a combined single limit of not less than \$1,000,000 each occurrence for Bodily Injury and Property Damage, with an annual aggregate limit of \$2,000,000. This insurance must include contractual liability coverage.

The policy also shall bear the following endorsement:

"Without prejudice to coverage otherwise existing herein, Multnomah County and all other governmental bodies having jurisdiction in the area, their agents, officers, directors, officials, and employees are included as Additional Insureds by endorsement under this policy as to any claims or claims for injury to person, including death, or damage to property, resulting from or growing out of the activities of the named insured, including all work to be done under the permit issued by the County." All Additional Insured provisions will include coverage that is primary and non-contributory.

"It is understood and agreed that this policy shall not terminate or be canceled prior to the completion of the permitted work without first giving 30 days written notice of intention to terminate or to cancel said policy to the County."

"Notwithstanding the naming of additional insured, the said policy shall protect each insured in the same manner as though a separate policy had been issued to each; but nothing herein shall operate to increase the insurer's liability as set forth elsewhere in the policy beyond the amount or amounts for which the insurer would have been liable if only one person or interest had been named as insured."

A certificate of evidencing such insurance together with the above endorsement shall be submitted to the County and shall be subject to the approval of County Counsel on behalf of Multnomah County as to adequacy of protection.

Send certificate to:

Multnomah County Oregon
Dept of Community Services
Transportation- Bridges
1403 SE Water Ave
Portland, OR 97233
Attn: Matt Studer
Office: (503) 988-7125 Fax: (503) 988-3389
Email: matt.d.studer@multco.us