

TO: James L. App, City Manager
FROM: Bob Lata, Community Development Director
SUBJECT: Downtown Alley Closure – 801 12th Street (Mastagni)
DATE: June 7, 2005

Needs: That the City Council authorize the closure of the portion of the alley located behind 801 12th Street for seven days; falling between Monday, June 13, 2005 and Monday, June 27, 2005.

- Facts:**
1. The Public Works Department has received a formal request from J. W. Design and Construction to close the alley located behind 801 12th Street, for a seven-day period between the dates of Monday, June 13, 2005 and Monday June 27, 2005.
 2. The request for the alley closure is made for the installation of shoring which will allow for the safe excavation for building foundations and underground utilities.
 3. A building permit for the subject property was issued on May 11, 2005.

**Analysis
and
Conclusion**

Construction Activities

The construction activities planned for 801 12th Street will impact the alley directly to the north. A significant excavation will be required to prepare the soil to support the new three-story building proposed for 801 12th Street. Shoring will be installed for the protection of the crews working in the excavation.

To ensure the safety of the construction crews, the shoring must be placed within the alley right-of-way. A period of up to seven working days will be needed to place the shoring. Once the shoring is in place, the alley may be reopened for the duration of the building construction period.

Downtown Traffic Circulation

The alley proposed for closure is signed one-way, east to west. It is entered from Pine Street and currently exits to Park Street. There is another one-way alley connection which exits north to 13th Street. The resulting effect of the proposed closure will be a one-way, elbow shaped alley, which will be entered from Pine Street and exited to 13th Street. All businesses using the alley for service or access to parking will continue to be accessible from these alleys.

Additional signs will be placed during the closure period to provide notice to those who use the alleys regularly and to those navigating these alleys for the first time.

Notifications

Staff has developed a formal process to handle street and alley closures to ensure that notifications are made to all of those concerned. When a street closure is proposed for a high traffic street resulting in considerable inconvenience to the public, staff will present the request to the City Council for consideration. These criteria apply in this case.

Upon approval of the Street Closure request, Police, Emergency Services and all affected City staff will be notified of the details. A press release will be made and the closure request will be posted on the City web site. These notifications are made for all street closures.

A draft copy of this staff report has been provided to both Paso Robles Main Street and the Chamber of Commerce.

Policy

Reference: The work proposed will require an encroachment permit from the Public Works Department and authorization from the City Engineer to close the alley north of 801 12th Street as requested.

Fiscal

Impact: None

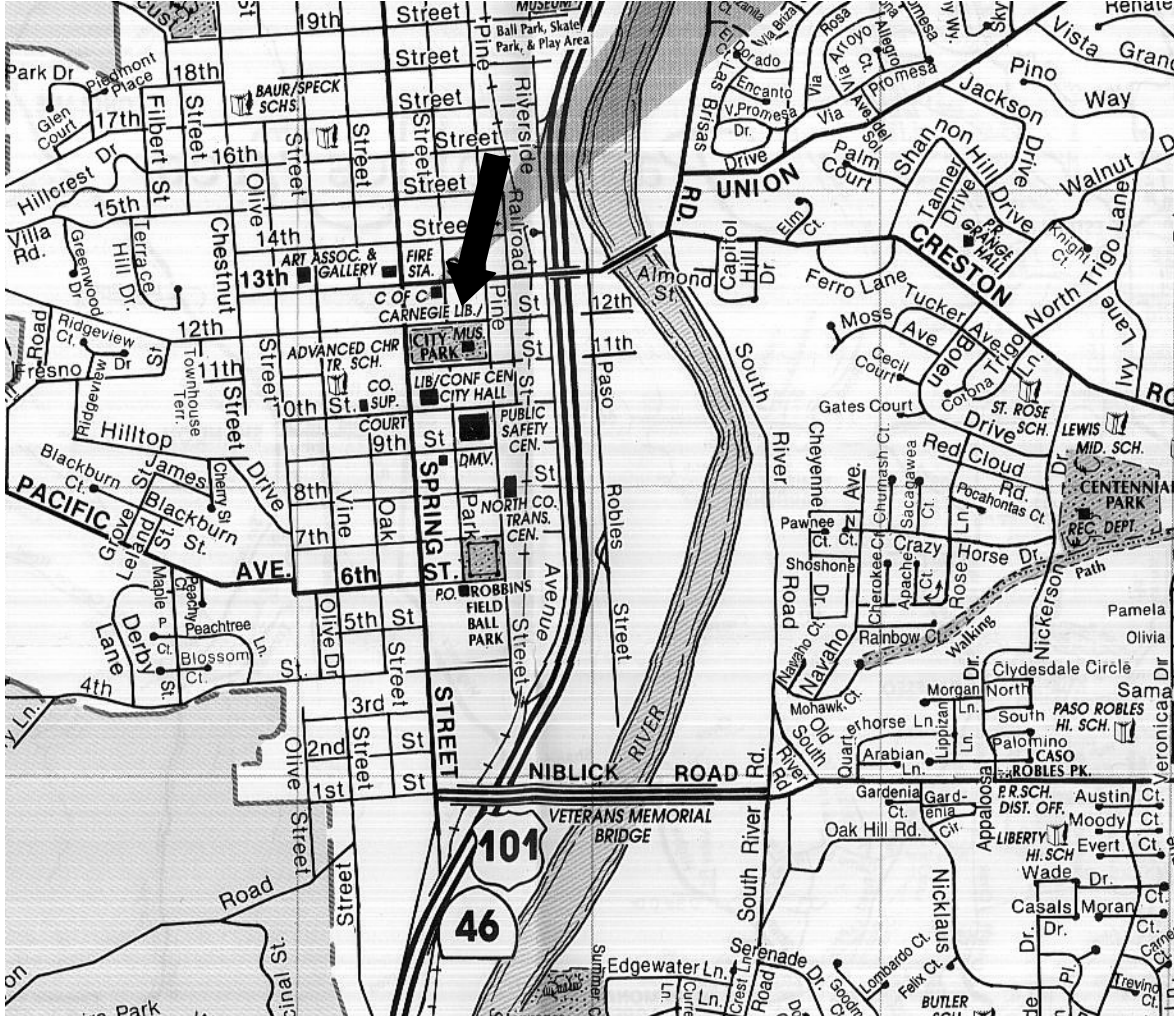
Options: That the City Council consider the following option:

- a.** Authorize the issuance of an encroachment permit by the Public Works Department and authorize the City Engineer to approve the request for closure of the portion of the alley north of 801 12th Street.
- b.** That the City Council amend, modify or reject the above option.

Attachments: (2)

1. Vicinity Map
2. Street Closure Application and Letter of Request

Vicinity Map
Downtown Alley Closure
801 12TH STREET ~ MASTAGNI





City of Paso Robles
STREET CLOSURE REQUEST
(CONSTRUCTION)

Contractor J.W. Design & Construction, Inc. Contact Name Sam Spruill
Day Phone (805) 544-3130 Emergency Phone (805) 234-7300
Closure Date(s) Pending but will require a 5-7 day duration Time 7:00 am AM / PM to 7:00 AM / PM
Location Alley located North of 801 12th Street
Project or Permit No. B04-0995
Purpose (be specific): To install shoring in the alley.

Carefully read and follow all instructions (see reverse side).

Parking Will your street closure affect or impact parking? Yes No

Traffic Control Plan attached..... or Closure requested as drawn below

The undersigned applicant/permittee agrees that the work will be done in accordance with and subject to this permit's terms and conditions, the State Vehicle Code, the State Streets and Highways Code and is subject to inspection.

Sam Spruill
Signature of Applicant (Permittee)

Signature of Authorizing Engineer

cc: *Streets Division, Police Department & Emergency Services*

Street Closures

Street closure request forms should be completed and filed with the Public Works Administration Office at least 7 days prior to the start of construction to allow time for review by all concerned City Departments: Public Works, Emergency Services, and Police Department.

- Carefully read and follow all instructions on the closure request form.
- A traffic control plan must accompany all closure requests.
- Approved plans/building or grading permit is required.
- An Encroachment Permit is also required for any work done in the City's right-of-way.
- Applications will be returned if they are incomplete.

Return completed request form and traffic control plan to:

**Public Works Administration
City of Paso Robles
1000 Spring Street, Paso Robles, CA 93446**

Applicants will be notified by the Public Works Administration Office when their request has been approved or if further information is required. A copy of the approved form will be sent to the applicant to hold in their possession during the time of the closure. Inquires about the status of your request should be directed to Public Works Administration Office at 237-3861.

Parking 72 hour notice is required to be posted for affected parking.

Notification The CONTRACTOR is responsible for notification of businesses/residences affected by the street closure. Copy of said notice shall be submitted to the City upon delivery to affected businesses/residences.

Emergency Vehicle Clearance All street closures must maintain adequate clearance for emergency vehicle access. For further clarification, please contact the Department of Emergency Services.

Public Works Administration	805-237-3861
Public Works Department (Streets Division)	805-237-3864
Community Development Engineering	805-237-3860
Department of Emergency Services	805-227-7560
Police Department (Community Service Specialist)	805-237-4086
Parks & Recreation Department (Facilities Coordinator)	805-237-3991

J. W. Design & Construction, Inc.

P.O. Box 1154
San Luis Obispo, Ca 93406
(805) 544-3130 Fax 544-0115
Lic.# 554910

May 18, 2005

City of Paso Robles
C/O Mr. John Falkenstien
1000 Spring Street
Paso Robles, CA 93446


PROJECT: OAK MASTAGNI BUILDINGS
801 12th STREET
PASO ROBLES, CALIFORNIA

RE: Alley Closure

Dear Mr. Falkenstien:

We have secured our permits and intend to start construction on 801 12th Street. Prior to grading we will have to install shoring in the alley to the North and in the sidewalk at the South-East corner of the building. I have attached a copy of the shoring plan which illustrates the locations. The scope of work will require the alley to be closed for a period of 5 to 7 days while the shoring is placed. We would like to start the prep work in the two to three weeks. If the tentative schedule is maintained closure dates would likely fall between 6/13/05 and 6/27/05. We will continue to monitor progress and keep you abreast.

Please feel free to contact me with any questions.

Sincerely,
Sam Spruill 
J.W. Design & Construction, Inc.
544-3130 Office
544-0115 Fax
234-7300 Cell