

**BOARD OF COUNTY COMMISSIONERS  
HILLSBOROUGH COUNTY  
TAMPA, FLORIDA 33601**

**BOARD POLICY – SECTION NUMBER: 09.01.01.01**

**SUBJECT:** AUTHORIZATION FOR TEMPORARY CLOSURE OF COUNTY ROADS.

**EFFECTIVE DATE:** November 6, 2019

**SUPERSEDES:** TEMPORARY ROAD CLOSURES – 09.01.01.01 – MAY 03, 1989

---

**PURPOSE:**

To authorize the Engineering and Operations Department to approve temporary closures of county roads for a period of up to seven (7) consecutive days for private applicants and up to thirty (30) consecutive days for public agency applicants, provide for Board of County Commission approval for any road closures for private applicants in excess of seven (7) consecutive days and public agency applicants in excess of thirty (30) consecutive days, and provide for further public input by requiring a neighborhood meeting for all temporary road closures over thirty (30) consecutive days.

**POLICY:**

The Board of County Commissioners (BOCC) authorizes the Engineering and Operations Department to approve road closures for up to seven (7) consecutive days for private construction projects within the County's right of way and for up to thirty (30) consecutive days for public agency construction projects. Temporary road closures of more than seven (7) consecutive days for private applicants or more than thirty (30) consecutive days for public agency applicants must be approved by the BOCC.

All temporary road closures over thirty (30) consecutive days also require applicants (private and public) to participate in a neighborhood meeting at least fourteen (14) days prior to requesting BOCC approval. The neighborhood meeting must be noticed in accordance with Board Policy 09.03.06.00 for Siting and Development for Public Facilities. The neighborhood meeting discussion must include the road closure timeline, the date of the BOCC meeting when the closure request is to be considered, the process for citizen participation at the BOCC Meeting, including County contact information for staff and the commissioners, as well as the process for getting graphics or video cleared for presentation to the BOCC. The applicant is to provide written advance notice to the Engineering and Operations Department thirty (30) days before the neighborhood meeting.

The BOCC authorizes the Engineering and Operations Department to approve an extension of a prior BOCC-approved closure for up to fourteen (14) days for private applicants and up to thirty (30) days for public applicants. The applicant is to provide written advance notice to the Engineering and Operations Department fourteen (14) days before the expiration of the approved closure, along with documentation of the need for the extension. If the extension is approved, staff must advise the BOCC in writing of the extension. Additionally, the onsite contractor must update the signage for the road closure and should include the contact information for the Hillsborough County Citizen Engagement Group.

Temporary road closures shall be in compliance with the Manual on Uniform Traffic Control Devices for Streets and Highways. The Engineering and Operations Department may approve

authorization to allow County participation in road closures to provide signing and/or barricades where considered in the best interest of the County.

**RESPONSIBILITIES:**

It is the responsibility of the Engineering and Operations Department to insure that notification of any such closures is given a minimum of seven (7) consecutive days in advance to the Fire Department, Sheriff's Office, and Emergency Medical Services and any other agencies deemed appropriate. Under emergency conditions, seven (7) consecutive day notice may be waived provided notification is given by telephone or email.

**Approved By: Board of County Commissioners**

Approval Date: November 6, 2019