

City of Cincinnati



*Interdepartmental
Correspondence Sheet*

October 8, 2009

TO: All City Departments, Divisions, Independent Boards and Commissions, Private Utility Companies, and DOTE Street Licensed Contractors (who work primarily downtown)

FROM: Michael R. Moore, Interim Director of Transportation and Engineering *Jm for*

SUBJECT: Holiday Season Work Restrictions on City Streets and Alleys in the Downtown Area

Each year, the City of Cincinnati joins downtown businesses and associations in celebrating the Holiday Season in the downtown area. We ask for your cooperation to minimize the impact of your operations on downtown residents, businesses, and visitors during this time.

All City departments, divisions, independent boards and commissions, private utility companies, and private contractors doing or having work done in the streets or sidewalks within the downtown area should **complete all work by Friday, November 20, 2009.**

No new work may be scheduled in the City's streets, including sidewalks, of the downtown area **from Friday, November 20, 2009 through Monday, January 4, 2010**, except that of an emergency nature.

For the purpose of this policy, the downtown area is bounded on the north by Twelfth Street; on the east by Broadway; on the south by the Ohio River; and on the west by Central Avenue. This restriction also applies to Fountain Square. No permits will be issued or work scheduled during this period, except for work of an emergency nature or by specific written authority of the Acting City Engineer.

Preauthorized work in connection with large, long-duration improvements or construction projects that have started work in advance of the Holiday Season will be allowed to continue. In these cases, no work may be performed outside the predetermined boundaries established by the Acting City Engineer. All deliveries to preauthorized work sites must be received during non-peak traffic times and must be in compliance with posted traffic control signs and devices.

Submit any requests for exceptions to these restrictions in writing to the Acting City Engineer at least one week prior to the anticipated beginning of work date. Address requests to:

Tim Jamison, P.E., Acting City Engineer
City of Cincinnati
City Hall, Room 450
801 Plum Street
Cincinnati, OH 45202-5704
Facsimile: 513-352-5397

Please distribute this information to all internal agencies within your organizations, which may be affected. Any questions should be referred to the Right-of-Way Management Section, attention Mike Niswonger, 513-352-6237.