

3000 Sheffield Road  
Winter Haven, FL 33880



PHONE: 863-535-2200  
FAX: 863-534-7339  
www.polk-county.net

**ROADS & DRAINAGE DIVISION**

**Road Closure Request Form**

DATE OF REQUEST: \_\_\_\_\_ PROJECT OWNER: \_\_\_\_\_  
AGENCY/COMPANY/UTILITY

PROJECT NAME: \_\_\_\_\_

PROJECT LOCATION: \_\_\_\_\_  
Roadway Name City/Town

SCOPE OF WORK: \_\_\_\_\_

REASON FOR CLOSURE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CLOSURE START DATE: \_\_\_\_\_ START TIME: \_\_\_\_\_ END TIME: \_\_\_\_\_  
MONTH/DAY/YEAR HR:MIN AM/PM HR:MIN AM/PM

CLOSURE DURATION: \_\_\_\_\_ DAYS PROJECT DURATION: \_\_\_\_\_ DAYS  
*(180 days- 11/08/2025)*  
ROAD CLASSIFICATION: \_\_\_\_\_ COLLECTOR ROAD \_\_\_\_\_ LOCAL RESIDENTIAL

OFFICE CONTACT: \_\_\_\_\_  
Name Office Phone Agency or Company

JOB SITE CONTACT: \_\_\_\_\_  
Name Mobile Phone Agency or Company

PROJECT TYPE: \_\_\_\_\_ LAND DEVELOPMENT DIVISION \_\_\_\_\_ ROADS & DRAINAGE DIVISION \_\_\_\_\_ OTHER  
(CHECK ONE)

PERMIT # \_\_\_\_\_ ROW-USE PERMIT # \_\_\_\_\_

**NOTES:**

- In accordance with **County Ordinance 2025-020**, road closure approvals must be **specific and justifiable** and are only granted upon the following conditions: (a) all other possible alternatives have been explored and found to be impossible or impractical; (b) the road closure enhances public safety; (c) the road closure is necessary to mitigate hazardous working conditions; and (d) the road closure is not merely for the convenience of the applicant, contractor, or requesting party.
- Road closure requests exceeding five (5) days for roads that are classified as "collector roads," requests exceeding thirty (30) days for roads that are classified as "local residential," and all requests for extensions require Board approval.
- Road closures exceeding fourteen (14) days require a "Road Closure Agreement" to be executed and returned at least three (3) days prior to scheduled closure start date. Call 863-535-2200 for details.
- Request for closure form must be submitted to [TE\\_RoadClosureCoordinator@polk-county.net](mailto:TE_RoadClosureCoordinator@polk-county.net) at least ten (10) working days prior to closure start date for requests that do not exceed five (5) days and at least forty-five (45) working days prior to closure date for requests that exceed five (5) days.
- Submit form with an aerial location map depicting work zone location with northing arrow and major roads labeled.
- Submit form with a traffic control plan to include:
  - Detour Route
  - Location of Signs & Devices
  - Required Message Boards w/Text of Message



SEE PAGE 4 FOR ENLARGED VIEW OF WORK AREA



**Manifest**

- 85 x Barrel
- 10 x M4-9 Detour Straight
- 6 x W20-1F Road Work Ahead
- 6 x W20-2A Detour Ahead
- 4 x M4-9R Detour With Arrow (Right)
- 3 x M4-9L Detour With Arrow (Left)
- 2 x M4-10D Detour Double Arrow
- 2 x M4-8a end detour
- 2 x R11-2 Road Closed
- 2 x R3-2 No left turn
- 1 x I-22A gateway Rest Areas Only
- 1 x R11-3 R11-3 road closed ahead local traffic only
- 1 x R3-2 No right turn
- 1 x W20-3
- 1 x W9-3L Left Lane Closed Ahead

**Legend**

- Barrel
- Sign Post Mounted
- TYPE III BARRICADE
- VMB
- Work Area

POSTED SPEED  
**55**

VMB MESSAGE 7 DAYS PRIOR		VMB MESSAGE DURING ROAD CLOSURE		VMB MESSAGE DURING ROAD CLOSURE	
FOREST LAKE DR	MM/DD/YY	FOREST LAKE DR	USE	FOREST LAKE DR	USE
TO CLOSE	FOLLOW	CLOSED	NORTH BLVD	CLOSED	HOLLY HILL RD
	DETOUR				



Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR  
 Comments: SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025  
 FDOT STANDARD INDEX 102-613  
 ROAD CLOSURE / LEFT TURN LANE CLOSURE SOUTHBOUND

# ENLARGED VIEW OF WORK AREA



**Date:** 9/4/2024 **Author:** FLASH-RITE, INC. **Project:** US HWY 27 / FOREST LAKE DR  
**Comments:**  
 SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025

FDOT STANDARD INDEX 102-613

ROAD CLOSURE / LEFT TURN LANE CLOSURE SOUTHBOUND  
 pag 3



SUGGESTED PLAN DESIGN TO BE USED FOR PRESENT SUBMITTAL ONLY. FLASH-RITE, INC. IS NOT A LICENSED ENGINEER AND IS RELEASED FROM LIABILITY IN RESPECTS TO PLAN DESIGN.

SEE PAGE 8 FOR ENLARGED VIEW OF WORK AREA



**FOOTI** Single Edition  
 Certificate: Has Completed a FOOTI Approved Temporary Traffic Control Advanced Course  
 616633  
 Issued: 11/02/2023  
 Expires: 03/26/2025  
 Issued/Expires: C  
 Training Provider: Florida Safety Council  
 1805 S. Central Ave  
 Ocala, FL 32063  
 (352) 349-1994  
 Verify this Certificate at www.mutualscore.com

POSTED SPEED  
55

- Manifest**
- 223 x Barrel
  - 3 x M4-9 Detour Straight
  - 2 x R3-2 No left turn
  - 2 x W20-1F Road Work Ahead
  - 2 x W9-3L Left Lane Closed Ahead
  - 1 x KG20-2 KG20-2 End of road work
  - 1 x M4-10D Detour Double Arrow
  - 1 x MOT-13-06 Speeding Fines Doubled When Workers Present
  - 1 x R11-2 Road Closed
  - 1 x R3-2 No right turn
  - 1 x W20-2A Detour Ahead
  - 1 x W21-5a Right Shoulder Closed
  - 1 x W4-2L Lane Ends

- Legend**
- ADVANCE WARNING ARROW BOARD
  - Barrel
  - Sign Stand
  - TYPE III BARRICADE
  - Work Area



Flash-Rite, Inc.  
4077 N. 34th Ave.  
Ocala, FL 32063

Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR

Comments: SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025

FDOT STANDARD INDEX 102-613  
ROAD CLOSURE / LEFT LANE CLOSURE NORTHBOUND

# ENLARGED VIEW OF WORK AREA



Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR

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FDOT STANDARD INDEX 102-613

ROAD CLOSURE / LEFT LANE CLOSURE NORTHBOUND

SUGGESTED PLAN DESIGN TO BE USED FOR PERMIT SUBMITTAL ONLY - FLASH-RITE INC IS NOT A CERTIFIED ENGINEER AND IS RELEASED FROM LIABILITY IN RESPECTS TO PLAN DESIGN

SEE PAGE 6 FOR ENLARGED VIEW OF WORK AREA



**FDOT** Sergio Garcia  
 Certificate: 616633  
 Issued: 11/02/2023  
 Expires: 11/28/2027  
 Instructor: D  
 Has Completed a FDOT Approved Temporary Traffic Control Advanced Course  
 Training Provider: Florida Safety Council  
 1505 E. Colonial Drive  
 Orlando, FL 32803  
 Ph: 407-896-1894  
 Verify the Certificate at [www.motdotm.com](http://www.motdotm.com)

Manifest	
248 x	Barrel
2 x	R11-2 Road Closed
1 x	KG20-2 KG20-2 End of road work
1 x	M4-10D Detour Double Arrow
1 x	MOT-13-06 Speeding Fines Doubled When Workers Present
1 x	R89-3 RIGHT (LEFT) LANE THIS SIGNAL
1 x	W20-1F Road Work Ahead
1 x	W21-5a Right Shoulder Closed
1 x	W4-2L Lane Ends
1 x	W9-3R W9-3R right lane closed ahead

Legend	
	ADVANCE WARNING ARROW BOARD
	Barrel
	Sign Stand
	TYPE III BARRICADE
	Work Area
	TEMPORARY BICYCLE WAY



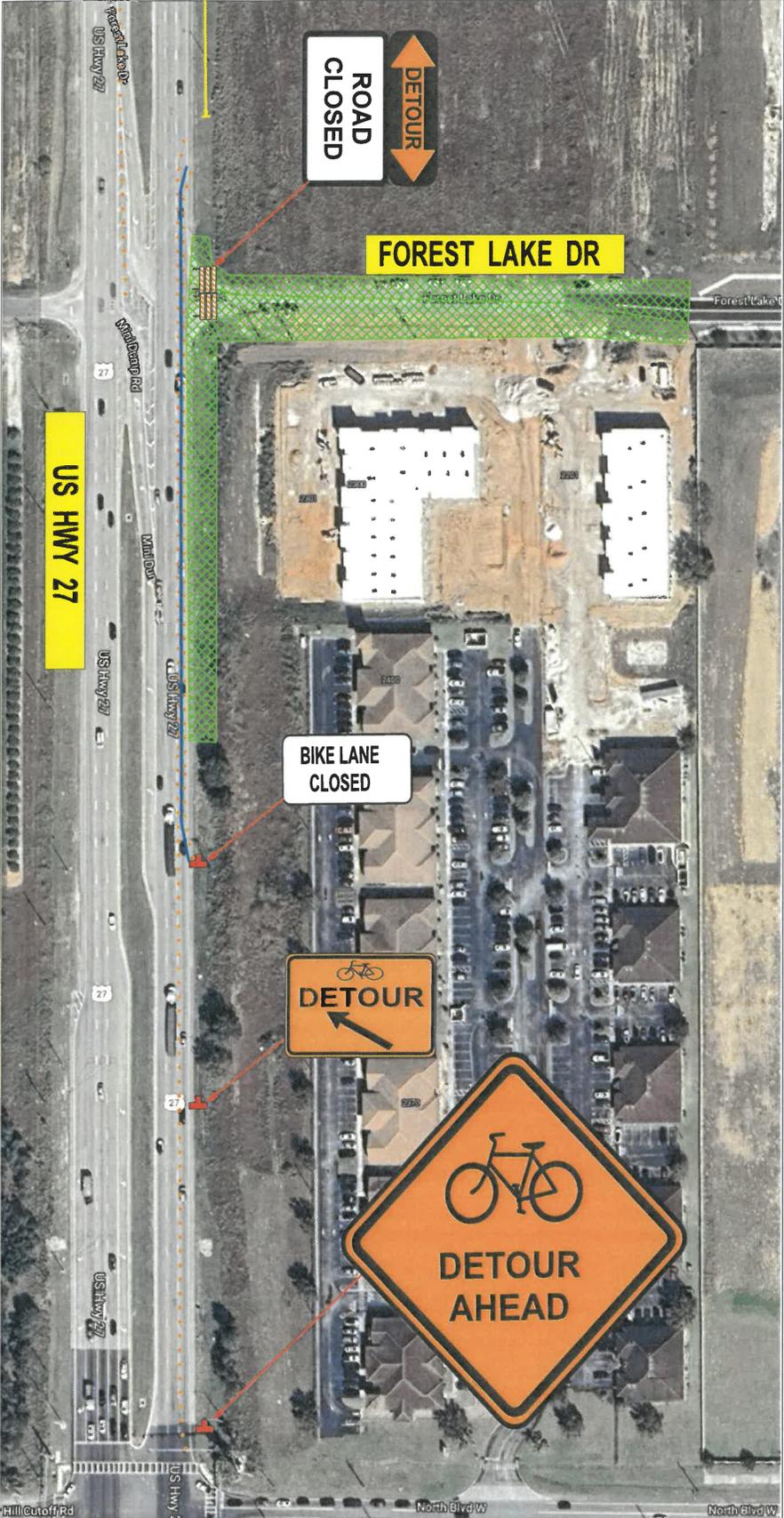
SOCKETED PLAN DESIGN TO BE USED FOR PERMIT SUBMITTAL ONLY - FLASH-RITE INC. IS NOT A CERTIFIED ENGINEER AND IS RELEASED FROM LIABILITY IN RESPECTS TO PLAN DESIGN



Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR  
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FDOT STANDARD INDEX 102-613  
 ROAD CLOSURE / RIGHT LANE CLOSURE NORTHBOUND

# ENLARGED VIEW OF WORK AREA



Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR  
 Comments:  
 SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025  
 FDOT STANDARD INDEX 102-613  
 ROAD CLOSURE / RIGHT LANE CLOSURE NORTHBOUND

SUGGESTED PLAN DESIGN TO BE USED FOR PERMIT SUBMITTAL ONLY. FLASH-RITE, INC. IS NOT A CRUISED ENGINEER AND IS RELEASED FROM LIABILITY IN RESPECTS TO PLAN DESIGN

# SEE PAGE 2 FOR ENLARGED VIEW OF WORK AREA



Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR  
 Comments: SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025  
 FDOT STANDARD INDEX 102-602

UNACCEPTED PLAN BECAUSE TO BE USED FOR PERMITS. ORIGINAL FILES FLA-0408-001  
 NOT A LICENSED ENGINEER AND IS RELEASED FROM LIABILITY BY FLA-0408-001

# ENLARGED VIEW OF WORK AREA



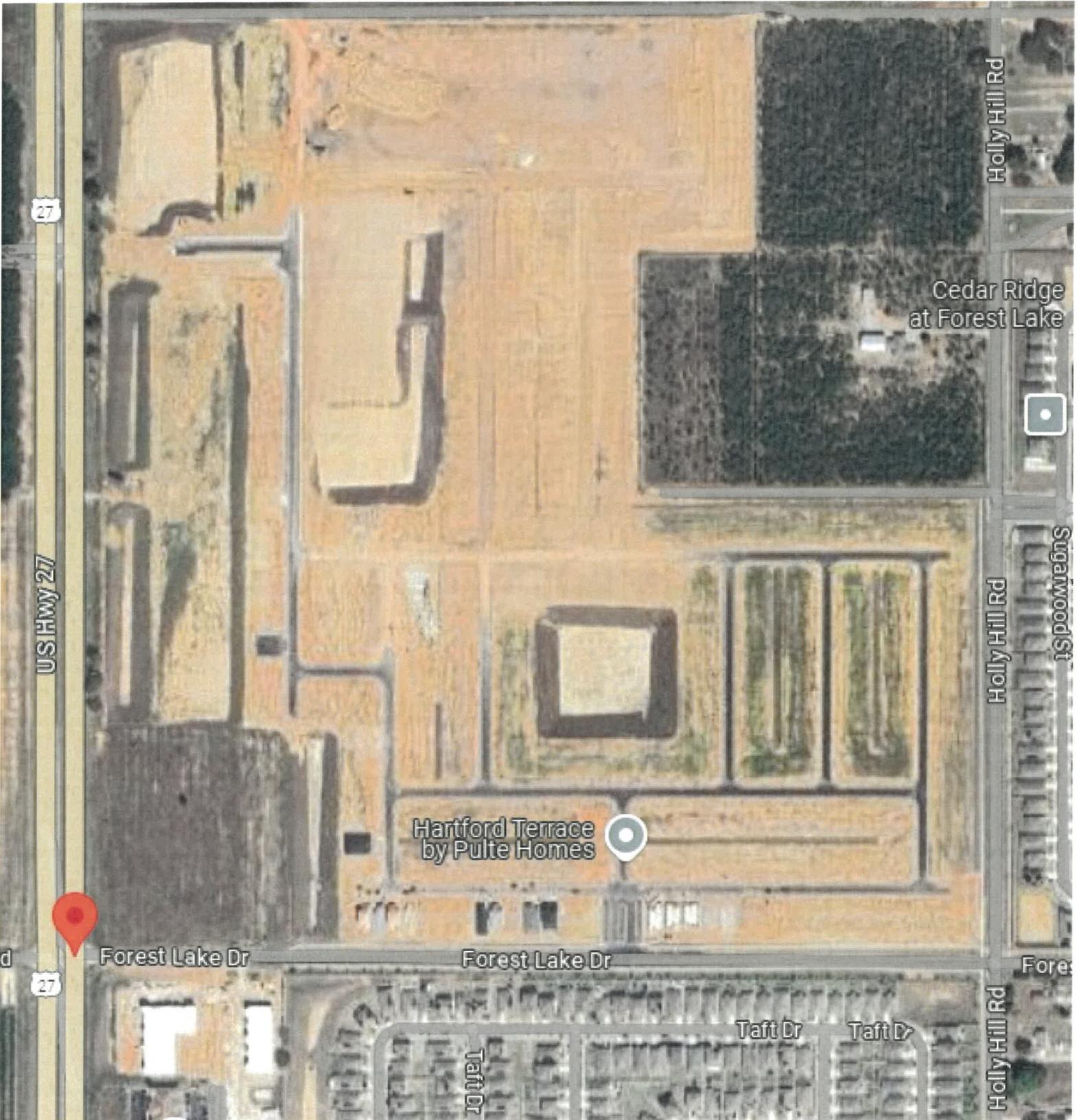
Date: 9/4/2024 Author: FLASH-RITE, INC. Project: US HWY 27 / FOREST LAKE DR

Comments:  
SIGN AND DEVICE SPACING TO FOLLOW FDOT DESIGN STANDARDS 2024/2025

FDOT STANDARD INDEX 102-602



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27

US Hwy 27

27

Holly Hill Rd

Cedar Ridge at Forest Lake



Sugarwood St

Holly Hill Rd

Hartford Terrace by Pulte Homes



Forest Lake Dr

Forest Lake Dr

Fore

Taft Dr

Taft Dr

Taft Dr

Holly Hill Rd