

# MAINTENANCE OF TRAFFIC (MOT) FORM

## SECTION 1: APPLICANT INFORMATION

Applicant Name: Howard Alan Events Applicant Phone: 561-746-6615  
Applicant Email: Megan@artfestival.com  
Applicant Address: 270 Central Blvd, Suite 107 Jupiter FL 33458  
(Address, City, State, Zip Code)  
City Project Manager (if applicable): \_\_\_\_\_ Phone: \_\_\_\_\_  
Agency responsible for this project:  City  County  FDOT  Other: \_\_\_\_\_  
On-site/Emergency Contact Phone: Elaine Laurent 941-350-6515

## SECTION 2: PROJECT INFORMATION

ENG Permit # (obtain from Department of Sustainable Development (DSD)): Special Event  
Project Name: 37th Annual Las Olas Art Fair: October 19th & 20th, 2024, January 4th & 5th, 2025, March 1st & 2nd, 2025  
Project Address: 620 E Las Olas Blvd, Ft Lauderdale FL 33301  
(Address, City, State, Zip Code)

### Specific Dates and Times Requested for MOT Implementation:

Please identify a start date that is at least two weeks from the submittal date. The approval of an MOT application may require up to two weeks from the time that all required documents are received by TAM staff.

Begin Date: 10/19/24-10/20/24, 1/4/25-1/5/25 Begin Time: 4AM  
End Date: 3/1/25-3/2/25 End Time: 9PM

## SECTION 3: PROJECT DETAILS

Partial or Shoulder Closure  Daily Setup/ Breakdown YES  NO  
 Full Road Closure (detour): Under 72 Hours  YES  NO  
 Sidewalk Closure: Under 72 Hours  Parking Meters Impacted\* YES  NO  
 Full Road/Sidewalk Closure: More than 72 Hours

*\*Crane and parking meter mitigation must be done prior to MOT approval. Please refer to the MOT Guidelines for crane definitions.*

## SECTION 4: TYPE OF WORK DESCRIPTION

Please make sure to include the following information in the description:

- List the names of affected streets and the nearest intersection. Use complete street names, including directionals.
- Describe the nature of the construction and any phasing plans. A separate MOT application is required for each phase.
- Describe any specific safety hazards that the work may produce during construction (i.e., large holes, etc.).

North and south side of E. Las Olas Blvd from SE 6th Ave to SE 11th Ave.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## SECTION 5: FDOT DESIGN STANDARD INDEX DRAWING NUMBERS/MUTCD TYPICAL APPLICATION

(State which FDOT Standard Index 600 series will be followed. The indexes must include the north arrow and the names of the main and cross streets. Also, state whether trenches will be covered or backfilled during non-working hours.)

TA-20  
\_\_\_\_\_  
\_\_\_\_\_

# MAINTENANCE OF TRAFFIC (MOT) FORM

## SECTION 6: MOT DESCRIPTION

Please make sure to include the following information in the description:

- List the lanes that will be open and closed on each street and describe any necessary detours in detail. If detours are not required, please state that below.
- State if flagmen will be provided.
- State if the MOT will be continuous or intermittent. If intermittent, state the times of the day the MOT will be in effect.
- State any other special considerations related to this request.

North and south side of E. Las Olas Blvd from SE 6th Ave to SE 11th Ave.

Explorers will be stationed in neighborhood.

## SECTION 7: MOT FORM CHECKLIST (Provide one copy of each attachment.)

- Completed Required Signatures Form
- Certification(s) for Traffic Control Technician or Traffic Control Supervisor must be embedded on MOT plans along with FDOT indexes/MUTCD documents
- Color aerial(s)/MOT Plan with index overlay
- County and State approvals (if required)
- Crane and Parking Mitigation (if required)
- Plan of work (optional, but preferred)
- FDOT Index MUTCD Reference Drawing(s)

## SECTION 8: ADDITIONAL COMMENTS

**Please Note: The approval of an MOT application may require up to two weeks from the time that all required documents in the checklist above are received by TAM staff. Any rejected MOT submittal that is corrected and sent back will be considered a new submittal, which may require up to two additional weeks to approve. Additional time may be needed for more complex plans or plans requiring additional coordination/information.**

In signing this application, I understand that separate City and/or County and/or State permits may be required for this project. Furthermore, I am aware that I am responsible for ensuring that the project is completed in accordance with the plans and specifications as stipulated in the permit approval condition.

Megan McMahan  
(APPLICANT SIGNATURE)

Megan McMahan/ Operations Manager  
(PRINT NAME/TITLE)

8/2/24  
(DATE SIGNED)




As a consideration for the permission granted herein, \_\_\_\_\_ agrees to indemnify and hold harmless the City of Fort Lauderdale for any damages, claims, or injuries that may result from the MOT plan approved under the PERMIT.

\_\_\_\_\_  
(NAME OF COMPANY)

BY: \_\_\_\_\_  
(COMPANY AUTHORIZED AGENT)

## REQUIRED SIGNATURES FORM

Applicant must collect all required signatures. All signatures and comments must be submitted before two-week review process begins.

<p style="text-align: center;"> <u>M. Ferrer</u>  <small>Print Name</small> </p> <p style="text-align: center;">   <small>Signature</small> </p> <hr/> <p style="text-align: center;"> <b>Police Department</b>          1300 W. Broward Boulevard   Tel: 954-828-5477  <i>Call for Appointment</i>          *Required only if MOT includes a detour for any direction of travel.       </p>	<p style="text-align: center;"> <u>8/13/24</u>  <small>(Date)</small> </p>
<p style="text-align: center;">           _____  <small>Print Name</small> </p> <p style="text-align: center;">           _____  <small>Signature</small> </p> <hr/> <p style="text-align: center;"> <b>Fire Rescue Department</b>          528 N.W. 2<sup>nd</sup> Street   Tel: 954-828-6800  <i>Call for Appointment</i>          *Required only if MOT includes a detour for any direction of travel.       </p>	<p style="text-align: center;">           _____  <small>(Date)</small> </p>
<p style="text-align: center;">           _____  <small>Print Name</small> </p> <p style="text-align: center;">           _____  <small>Signature</small> </p> <hr/> <p style="text-align: center;"> <b>Broward County Traffic Engineering Division</b>          2300 W. Commercial Boulevard   Tel: 954-847-2653  <i>Call for Appointment. Walk-ins NOT accepted.</i>          *Required only if MOT/detour affects Broward County road or intersection.       </p>	<p style="text-align: center;">           _____  <small>(Date)</small> </p>
<b>After all applicable signatures are collected, applicant should submit the MOT plan and this routing form to the Transportation and Mobility Department at <a href="mailto:mot@fortlauderdale.gov">mot@fortlauderdale.gov</a>.</b>	
<b>OFFICE USE ONLY</b>	
Department Director's Signature (requested by City staff if required)	
<p style="text-align: center;"> <u>Morgan Dunn</u>  <small>Print Name</small> </p> <p style="text-align: center;">   <small>Signature</small> </p> <hr/> <p style="text-align: center;"> <b>Transportation and Mobility Department</b>          290 N.E. 3<sup>rd</sup> Avenue   Tel: 954- 828-4997   Email: <a href="mailto:MOT@fortlauderdale.gov">MOT@fortlauderdale.gov</a>  <i>Call for Appointment. Walk-ins and hard copies NOT accepted.</i> </p>	<p style="text-align: center;"> <u>8/28/24</u>  <small>(Date)</small> </p>
<p style="text-align: center;">   <u>Ekaete Ekwere (Aug 30, 2024 09:39 EDT)</u>  <small>Signature</small> </p> <hr/> <p style="text-align: center;"> <b>Transportation and Mobility Department</b>          Ben Rogers, Director       </p>	<p style="text-align: center;">           _____  <small>(Date)</small> </p>

A copy of the final permit and this MOT form shall be kept on site and be made available to the City inspector at all times.

Traffic modifications required for special events shall be coordinated through the Parks and Recreation's Special Events Department. Please call 954-828-4349 or email [BHenry@fortlauderdale.gov](mailto:BHenry@fortlauderdale.gov).

MOT plans for City Capital Improvement Projects shall be coordinated through the City of Fort Lauderdale Public Works Department. Please call 954-828-5772 or email [ralvarez@fortlauderdale.gov](mailto:ralvarez@fortlauderdale.gov).

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<p style="text-align: center;">Jason W Miller Print Name</p> <p style="text-align: center;"><i>Jason W. Miller</i> Signature</p> <p style="text-align: center;"><b>Fire Rescue Department</b> 528 N.W. 2<sup>nd</sup> Street   Tel: 954-828-6800 <i>Call for Appointment</i></p> <p style="text-align: center;">*Required only if MOT includes a detour for any direction of travel.</p>	<p style="text-align: center;">8/9/24 _____ (Date)</p>
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Department Director's Signature (requested by City staff if required)	
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<p style="text-align: center;">_____ Signature</p> <p style="text-align: center;"><b>Transportation and Mobility Department</b> Ben Rogers, Director</p>	<p style="text-align: center;">_____ (Date)</p>

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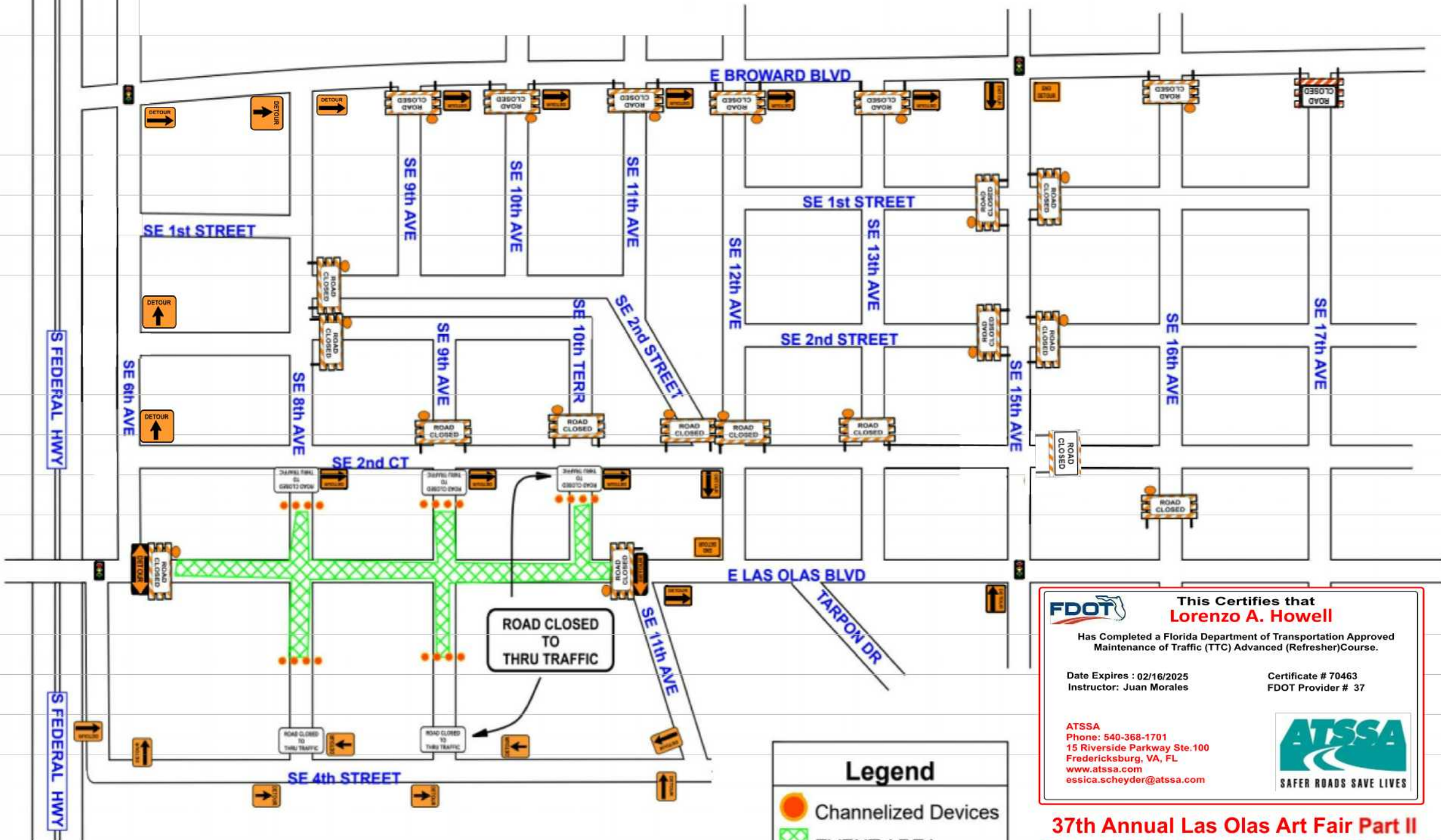
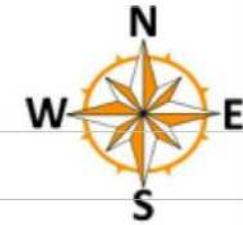
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Artfestival.com

Howard Alan Events & American Craft Endeavors

# 37th Annual Las Olas Art Fair II



**Legend**

- Channelized Devices
- EVENT AREA

**FDOT** This Certifies that **Lorenzo A. Howell**  
 Has Completed a Florida Department of Transportation Approved Maintenance of Traffic (TTC) Advanced (Refresher) Course.  
 Date Expires : 02/16/2025 Certificate # 70463  
 Instructor: Juan Morales FDOT Provider # 37

ATSSA  
 Phone: 540-368-1701  
 15 Riverside Parkway Ste.100  
 Fredericksburg, VA, FL  
 www.atssa.com  
 essica.scheyder@atssa.com

**ATSSA**  
 SAFER ROADS SAVE LIVES

**37th Annual Las Olas Art Fair Part II**  
**Megan McMahan / Operations Manager**  
 Cell: (609) 330-6504

## Notes for Figure 6H-20—Typical Application 20 Detour for a Closed Street

### Guidance:

1. *This plan should be used for streets without posted route numbers.*
2. *On multi-lane streets, Detour signs with an Advance Turn Arrow should be used in advance of a turn.*

### Option:

3. Flashing warning lights and/or flags may be used to call attention to the advance warning signs.
4. Flashing warning lights may be used on Type 3 Barricades.
5. Detour signs may be located on the far side of intersections. A Detour sign with an advance arrow may be used in advance of a turn.
6. A Street Name sign may be mounted with the Detour sign. The Street Name sign may be either white on green or black on orange.

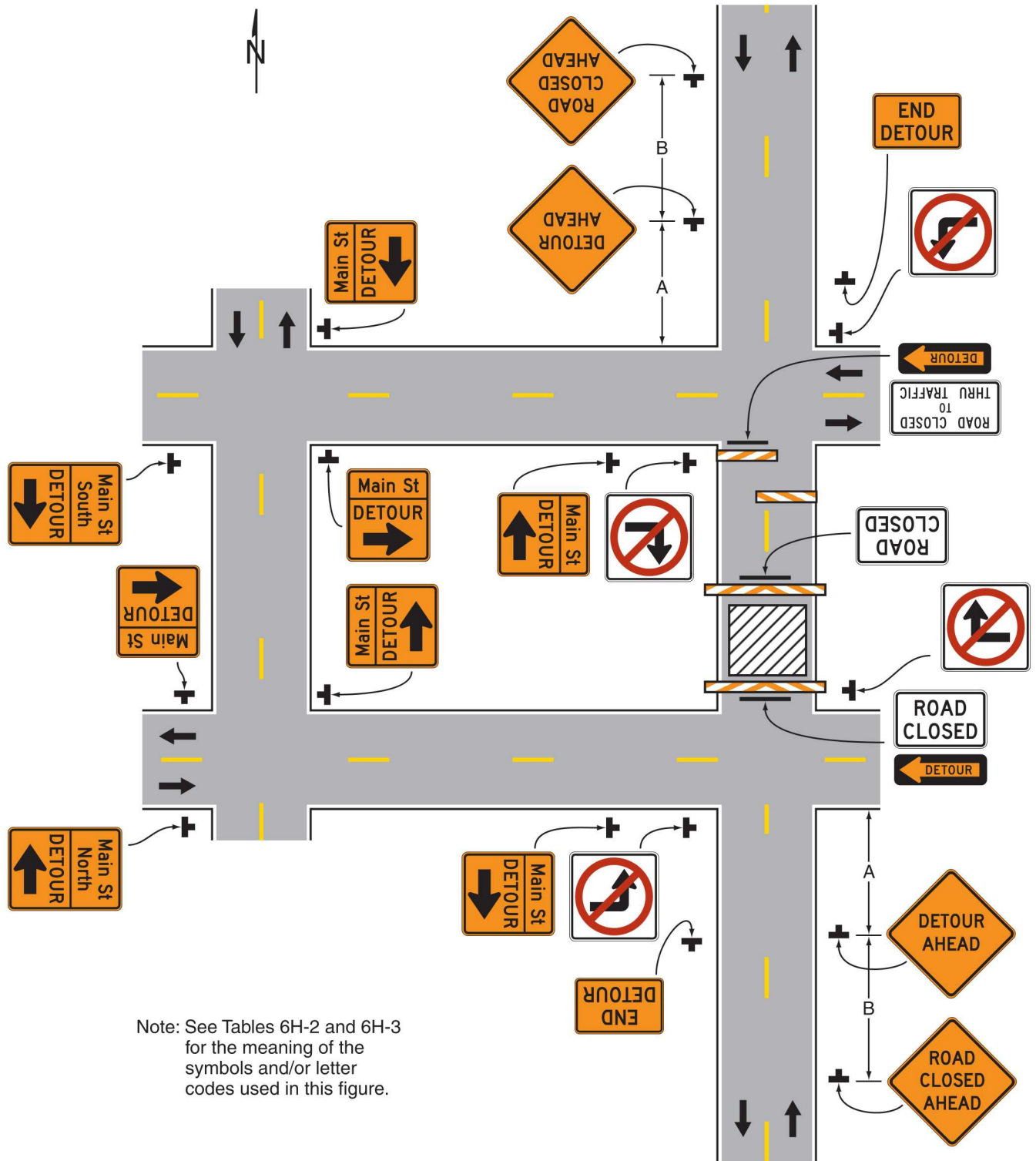
### Standard:

7. **When used, the Street Name sign shall be placed above the Detour sign.**

### Support:

8. See Figure 6H-9 for the information for detouring a numbered highway.

Figure 6H-20. Detour for a Closed Street (TA-20)



Typical Application 20





# TAM-MOT-24080032 - Las Olas Art Fair 24-25

Final Audit Report

2024-08-30

Created:	2024-08-28
By:	Morgan Dunn (MDunn@fortlauderdale.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAIUjGwCEnk5p9--trc8bwB713g9UJp_RX

## "TAM-MOT-24080032 - Las Olas Art Fair 24-25" History

-  Document created by Morgan Dunn (MDunn@fortlauderdale.gov)  
2024-08-28 - 3:29:30 PM GMT
-  Document emailed to Ekaete Ekwere (eekwere@fortlauderdale.gov) for signature  
2024-08-28 - 3:29:48 PM GMT
-  Document e-signed by Ekaete Ekwere (eekwere@fortlauderdale.gov)  
E-signature obtained using URL retrieved through the Adobe Acrobat Sign API  
Signature Date: 2024-08-30 - 1:39:50 PM GMT - Time Source: server
-  Agreement completed.  
2024-08-30 - 1:39:50 PM GMT



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