



# RIGHT OF WAY CONSTRUCTION OCCUPANCY PERMIT APPLICATION

**THIS APPLICATION IS FOR CONSTRUCTION THAT PASSES THROUGH OR INSIDE OF THE PUBLIC RIGHT-OF-WAY, FOR EXAMPLE: SEWERS, TAPS , AND REPAIRS, DRIVEWAYS, SIDEWALKS, CURBING, DEMOLITION, AND OTHER RELATED CONSTRUCTION NOT INVOLVING PRIVATE UTILITY COMPANIES.**

APPLICATION DATE \_\_\_\_\_

APPLICATION/ PERMIT NO. \_\_\_\_\_

## I. APPLICANT INFORMATION (please print or type)

Applicant Name \_\_\_\_\_ Phone \_\_\_\_\_

Applicant Address \_\_\_\_\_

Address of ROW Access \_\_\_\_\_

24 HR Contact Name \_\_\_\_\_ Phone \_\_\_\_\_

## II. CONTRACTOR INFORMATION (if different than applicant in Section I.)

Company Name \_\_\_\_\_ City License No. \_\_\_\_\_

Contact Name \_\_\_\_\_ Phone \_\_\_\_\_ Email \_\_\_\_\_

## III. SUMMARY OF PROPOSED WORK (attach additional sheets if necessary)

\_\_\_\_\_

Construction Period Beginning : AM/PM \_\_\_\_\_, 20 \_\_\_\_\_

Construction Period Ending : AM/PM \_\_\_\_\_, 20 \_\_\_\_\_

**APPLICATION MUST BE FILED A MINIMUM OF 5 WORKING DAYS PRIOR TO COMMENCEMENT OF WORK**

Provide plans or draw a sketch of proposed work on the attached sheet. Work shall be performed in conformity with Lancaster Codified Ordinances & Standard Construction Drawings

## IV. ACCESS PERMIT FEES

Shall be calculated, assessed and remitted as described in Chapter 902 through 905 of the Codified Ordinances of the City of Lancaster.

## V. SIGNATURE REQUIRED

By my signature below, I attest that the information and all supporting plans and documents are true and accurate to the best of my knowledge.

\_\_\_\_\_  
Signature Title

\_\_\_\_\_  
Print Name Date



## VI. APPLICATION CONDITIONS

The following items shall be considered as a condition of this permit application and failure to comply will be reason for immediate revocation of the permit, issue of a stop work order, and/or any other remedies or penalties as determined by State Law and or City Ordinance, Rules or Regulations.

**APPLICATION MUST BE FILED A MINIMUM OF 5 WORKING DAYS PRIOR TO COMMENCEMENT OF WORK**

1. By granting this permit is, the City of Lancaster does not waive any rights or powers of ownership, management, maintenance, and/or control over the public right-of-way, and any use of said right-of-way is revocable by order of the City Engineer or his designee and shall be in accordance with all laws, rules and regulations. This issuance of this permit by the City is not intended to, nor shall it, grant or assign any real or personal property right or title in or to the right-of-way in the City of Lancaster to the applicant.
2. By requesting and accepting this permit, Applicant acknowledges and agrees that they will be a temporary guest in the public right-of-way and are subject to and shall comply with all federal, state and local law, rules and regulations. Applicant further acknowledges and agrees that it will comply with any and all current and future ordinances and regulations of the City during the pendency of any permit issued and any subsequent or continuing occupancy and/or use of the rights-of-way. Applicant understands that use of the right-of-way may be immediately terminated upon notice of the City Engineer or his designee at any time. In the event of such notice from the City Engineer or his designee, any and all use shall be terminated, all property or obstructions must be removed from the right-of-way, and the right-of-way must be returned to the original or better condition at no cost or expense to the City of Lancaster.
3. Traffic control shall be per the Ohio Manual of Uniform Traffic Control Devices, latest edition, and other applicable sections of the Ohio Revised Code and Codified Ordinances of the City of Lancaster, Ohio.
4. Street pavement and sidewalk replacement, including trench fill material shall conform to the standards and specifications of the City current on the date of approval of this permit. The City Engineer shall determine the thickness and composition of the pavement. All construction work in the right-of-way shall be approved in advance by the City.
5. The applicant shall notify all utilities and the Ohio Utilities Protection Service (1-800-362-2764) no less than 48 hours prior to any excavation activities. ORC 1 Applicant shall also comply with any other utility notification or “call before you dig” requirements in accordance with industry standard or law.

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## VI. APPLICATION CONDITIONS (continued)

6. Applicant shall restore all areas disturbed by his/her operations to their original or better condition. Exceptions may be granted by the City Engineer in circumstances where such restoration is not technologically feasible and/or economically impracticable

7. It is the Applicant's responsibility to contact the Lancaster Police Department (740-687-6680) and to pay any applicable fees or costs for special duty law enforcement officers. A minimum of seventy two (72) hours notice is required.

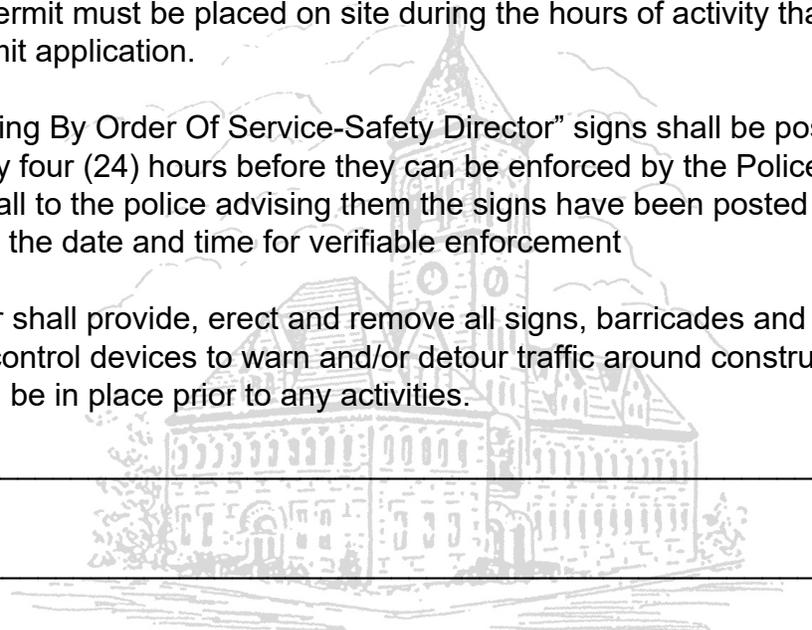
8. A copy of the permit must be placed on site during the hours of activity that was stated on the permit application.

9. Use of "No Parking By Order Of Service-Safety Director" signs shall be posted a minimum of twenty four (24) hours before they can be enforced by the Police Department. When erected a call to the police advising them the signs have been posted will permit them to document the date and time for verifiable enforcement

10. The contractor shall provide, erect and remove all signs, barricades and other necessary traffic control devices to warn and/or detour traffic around construction. All traffic control shall be in place prior to any activities.

11. \_\_\_\_\_

12. \_\_\_\_\_



## VII. UTILITY CONTACT INFORMATION

**THE FOLLOWING NUMBERS ARE PROVIDED FOR YOUR CONVENIENCE.**

### CITY DEPARTMENTS

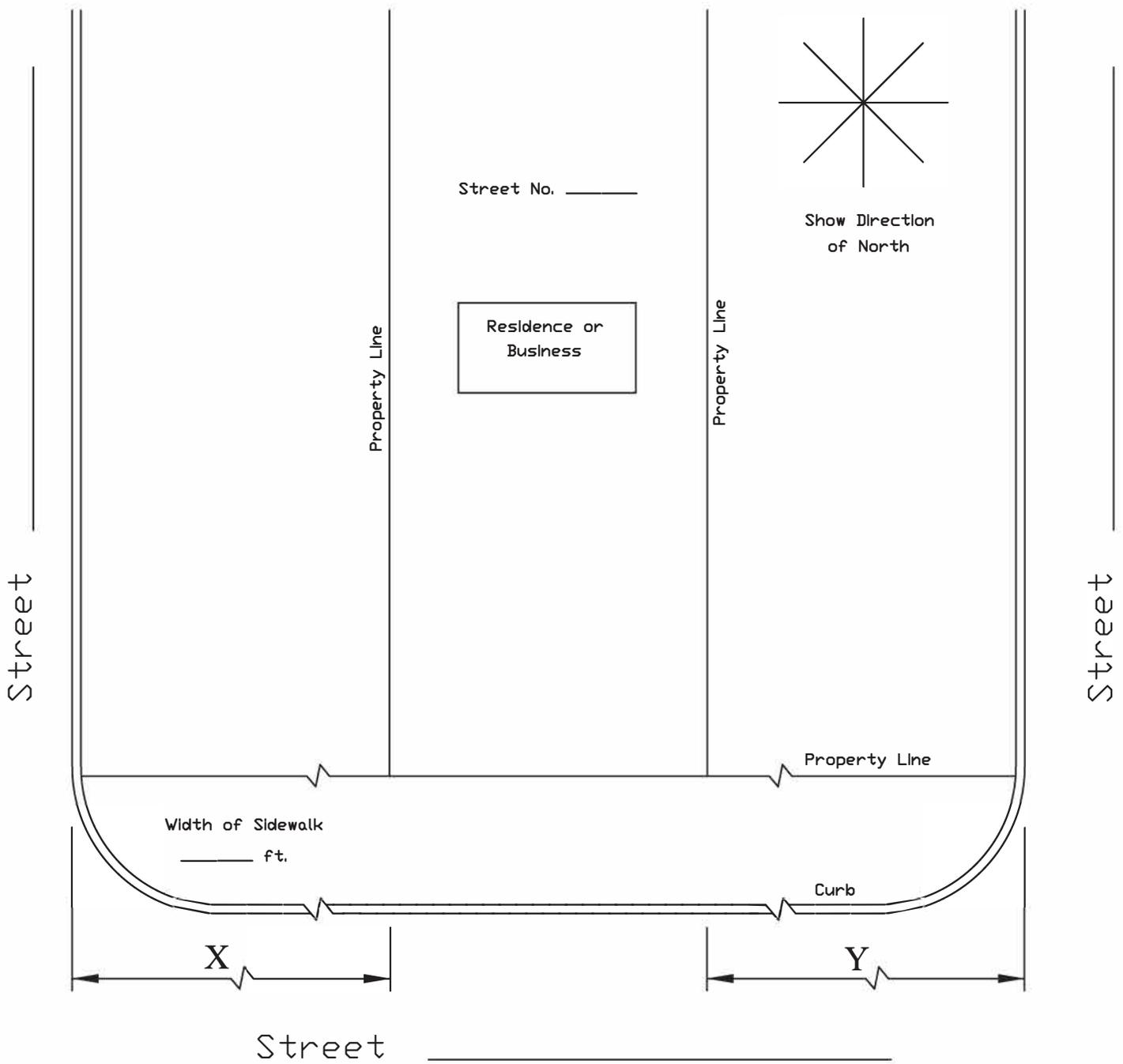
Engineering Department	740.687.6614
Police Department	740.687.6680
Fire Department	740.687.6640
Service Safety Director	740.687.6608
Municipal Gas Department	740.687.6670
Building Department	740.687.6649
Transportation Department	740.687.6668
Information Technology	740.808.1361
Storm Water Department	740.681.5070
Water Department	740.687.6631
Water Pollution Control	740.687.6664

### PUBLIC UTILITIES

American Electric Power (AEP)	800.672.2231
South Central Power	740.653.4422
Spectrum/ Charter	740.653.6899
American Telephone & Telegraph (AT&T)	800.660.1000
Ohio Utilities Protection Service (OUPS)	800.362.2764

**EMERGENCIES DIAL "911"**

# Sketch of Proposed Work



## FOR DRIVEWAYS

Width of driveway at property line \_\_\_\_\_ ft.

Distance drive to be from nearest side property line \_\_\_\_\_ ft.

Distance (X or Y) drive will be from nearest intersection \_\_\_\_\_ ft.