



RIGHT-OF-WAY CONSTRUCTION PERMIT APPLICATION

APPLICATION DATE _____

APPLICATION/ PERMIT NO. _____

THIS APPLICATION IS FOR PRIVATE UTILITY COMPANY CONSTRUCTION THAT PASSES THROUGH OR INSIDE OF THE PUBLIC RIGHT-OF-WAY. EXAMPLES: AT&T, SOUTH CENTRAL POWER, AEP, COLUMBIA GAS

I. APPLICANT/ AGENT INFORMATION (please print or type)

Business Name _____ Phone _____

Business Address _____

Contact Name _____ Phone _____ Email _____

24 HR Contact Name _____ Phone _____

II. UTILITY OWNER/ OPERATOR INFORMATION

Utility Name _____ Registration No. _____

Contact Person _____ Phone _____ Email _____

III. CONTRACTOR INFORMATION* (if different than Applicant /Agent listed in Section I.)

Company Name _____ City License No. _____

Contact Name _____ Phone _____ Email _____

***If Contractor information is unavailable indicate so under Company Name. Application will only be conditionally approved until Applicant provides contractor information prior to the start of work.**

IV. LOCATION & SUMMARY OF PROPOSED CONSTRUCTION (attach additional sheets)

Construction Period Beginning at _____ : _____ AM/PM _____, 20 _____

Construction Period Ending at: _____ : _____ AM/PM _____, 20 _____

V. CONSTRUCTION PERMIT FEES

Shall be calculated, assessed and remitted as described in Section 901.16(D) of the Codified Ordinances of the City of Lancaster.

VI. CONSTRUCTION PERMIT EXHIBITS

THE FOLLOWING INFORMATION MUST BE PROVIDED, LABELED AND IDENTIFIED IN THE ORDER AND MANNER SHOWN BELOW FOR YOUR APPLICATION TO BE CONSIDERED "COMPLETE". AN OFFICER OF THE COMPANY OR OTHER LAWFULLY AUTHORIZED INDIVIDUAL MUST SIGN YOUR APPLICATION.

Exhibit "A" Certificate of Registration

Applicant shall submit a completed copy of its approved Certificate of Registration or proof that the Applicant has written authority to apply for a Construction Permit on behalf of a party that has been issued a Certificate of Registration. Alternatively, an Applicant may submit proof that it is exempt from obtaining a Certificate of Registration pursuant to Section 901.05 of the Lancaster Codified Ordinances or an existing agreement; Labeled Exhibit "A".

Exhibit "B" Plans & Drawings

Applicant shall provide all additional attachments and scaled, dated drawings as may reasonably be required by the City Engineer pursuant to and in accordance with Section 901.16(B)(2)(b); Labeled Exhibit "B".

Exhibit "C" Traffic Control Plan

Applicant shall provide a City approved traffic control plan consistent with the requirements of Section 901.16(B)(2)(c) and The Ohio Manual of Uniform Traffic Control Devices; Labeled Exhibit "C".

Exhibit "D" Above Ground Installation on Existing Poles

Pursuant to Section 901.16(B)(2)(e), if Applicant is proposing to install an above ground installation on existing poles within the Right of Way, then Applicant shall provide credible evidence, satisfactory to the City, to sufficiently detail and identify the size and height of the existing poles and when and if requested by the City, the current excess capacity on such existing poles before Applicant's installation and the excess capacity for like or similar facilities on such existing poles after Applicant's installation; Labeled Exhibit "D".

Exhibit "E" Above Ground Installation on New Poles

Pursuant to Section 901.16(B)(2)(f), if Applicant is proposing to install new poles within the Right of Way, the Applicant shall provide, the location, size, color, material of the proposed poles and credible evidence, satisfactory to City, that: no excess capacity exists on current poles or in existing underground systems; that it is not financially and/or technologically practicable to make an underground installation or locate facilities on existing poles; and, that Applicant will adhere to all applicable laws, rules and regulations concerning the installation of new poles; Labeled Exhibit "E".

Exhibit "F" Preliminary Construction Schedule

Pursuant to Section 901.16(B)(2)(h)(i), Applicant shall provide: a preliminary construction schedule and completion date; Labeled Exhibit "F".

RIGHT-OF-WAY CONSTRUCTION PERMIT **APPLICATION**

Exhibit "G" Underground Installation in Existing Ducts

Pursuant to Section 901.16(B)(2)(g), if Applicant is proposing an underground installation in existing ducts or conduits within the Right of Way, the Applicant shall provide credible evidence, satisfactory to the City, to sufficiently detail and identify, based on existing facilities: the excess capacity for like or similar facilities in such ducts or conduits before the installation of Applicant's facilities; and, the excess capacity for like or similar facilities in such ducts or conduits after the installation of Applicant's facilities; Labeled Exhibit "G".

Exhibit "H" Underground Installation in New Ducts

Pursuant to Section 901.16(B)(2)(h), if Applicant is proposing an underground installation within new ducts or conduits within the Right of Way, the Applicant shall provide credible information satisfactory to the City to sufficiently detail and identify: the location, depth, size and quantity of new ducts or conduits; and, the excess capacity for like or similar equipment that will exist in such ducts or conduits after the installation of Applicant's facilities; Labeled Exhibit "H".

Exhibit "I" Fees

Pursuant to Section 901.16(B)(2)(j), Applicant shall provide payment for: all money due the City for Permit Fees; any loss, damage, or expense suffered by the City as a result of Applicant's prior construction in the City's Right of Way or any emergency action taken by the City to remedy Applicant's error; any Certificate of Registration issued to Applicant or Person for whom facilities are being constructed; and, any other money due to the City from Applicant or Person for whom facilities are being constructed; Labeled Exhibit "I".

Exhibit "J" Construction & Removal Bond

Pursuant to Section 901.16(B)(2)(k), when a Construction Permit is requested for purposes of installing additional systems or any part of a system, the posting of a Construction Bond and Removal Bond in accordance with Chapter 901, in a form acceptable to the City, may be required; Labeled Exhibit "J".

VII. SIGNATURE REQUIRED

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

| | |
|------------|-------|
| Signature | Title |
| Print Name | Date |