



Permit to Occupy Public Right-Of-Way
Lancaster Dept. of Transportation
815 Lawrence St., Lancaster, Oh 43130
Phone: (740) 687-6668

Application Date: * _____

All applications MUST be submitted 48 business hours (excluding weekends) prior to the Date being requested, in order to give ample time for review and approval.

1.) Right-Of-Way Request Information:

A permit is being requested for (Street Name): * _____

At the following location: * _____

For a period beginning on what Date: * _____

And ending on what Date: * _____

Starting Time: * _____ and Ending Time: * _____

2.) For the Purpose of: (Please fill in all applicable sections)

Closing the Street (Street Name(s)): * _____

Closing Street Lane(s): * _____

Restricted Parking on what side(s) of the Street: * _____

Closing Sidewalk on which side(s): * _____

Name of Item being located in pavement area/sidewalk area/other ROW Area:*

State Reason for the Request: * _____

3.) Applicant Information:

Applicant's First Name: * _____ Applicant's Last Name: * _____

Applicant's Address: * _____

City: * _____ State: * _____ Zip: * _____

Applicant's Phone Number: * _____

Applicant's Email Address: * _____

24 HR Emergency Contact Name: * _____

Emergency Contact Phone Number: * _____

I/We the undersigned do hereby state that the information provided herein and contained on any attachments hereto are true and accurate to the best of my/our knowledge. I/We agree to abide by all standards, regulations, ordinances and laws of the City of Lancaster and the State of Ohio, and further agree to abide by any and all conditions as set forth by the City. I/We understand that failure to comply with the above may result in the revocation of this permit. I/We accept full liability for my/our work and/or actions.

Applicant's Signature: * _____

Date: * _____

(Office Use Only)

Subject to the information set forth in this application and as stated on the attachments to this permit. This permit is hereby: *

Approved

Denied

Superintendent: * _____

Date: * _____

THIS PERMIT DOES NOT GRANT THE AUTHORITY TO EXCAVATE ANY PORTION OF THE PUBLIC RIGHT-OF-WAY. PERMITEE MUST ALSO OBTAIN A PUBLIC RIGHT-OF-WAY EXCAVATION PERMIT FOR THAT WORK.

cc: Police Dept.; Fire Dept.; Engineering Dept.; LDoT; Water Dept.; Building Dept.; Code Enforcement.; Info Technology

The following items shall be considered as a condition of this permit and failure to comply will be reason for immediate revocation of the permit, the issuance of a stop work order and/or all other penalties as determined by state law and/or city ordinance/rule or regulation.

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 Service Safety Director 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 Service Safety Director at any time. In the event of such notice from the Service Safety Director, 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 153.64. Applicant shall also comply with any other utility notification or “call before you dig” requirements in accordance with industry standard or law.
6. The applicant shall restore all areas disturbed by his/her operations to their original or better condition. Exceptions may be granted by the Service Safety Director 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 this 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 work. All traffic control shall be in place prior to any activities.

The following phone numbers are provided for your convenience: **EMERGENCIES DIAL “911”**

City Departments		Public Utilities	
Service Safety Director	740-687-6608	American Electric Power	800-672-2231
Police Department	740-687-6680	South Central Power	740-653-4422
Municipal Gas Department	740-687-6670	Time/Warner Cable TV	740-653-6899
Information Technology	740-808-1361		
City Engineer	740-687-6614	Ameritech Telephone	800-660-1000
Building Department	740-687-6649		
Fire Department	740-687-6640	<u>Underground Utility Locating Service</u>	
Transportation Department	740-687-6668	Ohio Utilities Protection Service	
Stormwater Program	740-681-5070	1-800-362-2764	(free service)
Water Department	740-687-6631	8	1
Pollution Control	740-687-6664		1 Water