

RIGHT-OF-WAY PERMIT APPLICATION

Site Address

CONTACT INFORMATION

Contractor:	Property Owner or Utility Name:
License	Representative:
Address:	Address:
City, State, Zip:	City, State, Zip:
Phone Number:	Phone Number:
Fax Number:	Fax Number:

PROJECT DESCRIPTION

Check all items that apply to proposed WORK within right-of-way

Construction plans showing all proposed work in the right-of-way must be attached to the permit application for reference. For information concerning submittal requirements please refer to the attachments.

Utilities	Earthwork
<input type="checkbox"/> Storm Sewer / Sump Pump Service	<input type="checkbox"/> Excavation and/or fill
<input type="checkbox"/> Sanitary Sewer / Service	<input type="checkbox"/> Grading / Surface Drainage
<input type="checkbox"/> Water Main / Service	<input type="checkbox"/> Landscaping / Berming / Plantings
<input type="checkbox"/> Irrigation / Sprinkler System	Trees
Pavement, Driveways, Sidewalk, Curbs	<input type="checkbox"/> Tree Planting
<input type="checkbox"/> Access Drive & Aprons	<input type="checkbox"/> Tree Removal
<input type="checkbox"/> Street Pavement	<input type="checkbox"/> Tree Trimming / Protection
<input type="checkbox"/> Street Patching	Electrical / Miscellaneous
<input type="checkbox"/> Sidewalks / Bikepath	<input type="checkbox"/> Street / Area Lighting
<input type="checkbox"/> Curb & Gutter	<input type="checkbox"/> Traffic Control / Signage / Markings
/ / Expected Start Date	<input type="checkbox"/> Electrical Service / Cable / Telephone
/ / Expected Completion Date	<input type="checkbox"/> Other (Please describe):

FRANCHISE AGREEMENTS

Is this project part of an existing Village franchise agreement? Yes No

INSURANCE

Have all contractors working within the ROW supplied the required insurance documents and holding the Village hold-harmless. Yes No

RIGHT-OF-WAY PERMIT FEE

Fee (Non-refundable) - \$50.00 per application (not applicable at this time)

SIGNATURES

I hereby certify that I have read and agree to all of the terms and conditions contained within this right-of-way permit, contractor's check list. " Park & Public Spaces - Rights-of-Way, which is incorporated herein by reference. I agree to complete the project in accordance with the approved plans, Village standards, codes, laws, regulations and generally accepted engineering and construction practices. In the event that work within the right-of-way is not completed accordingly, I agree to reimburse the Village for any damage or additional costs incurred by the Village from the funds on deposit first and other funds as necessary. The Village reserves the right to seek reimbursement for any damage or additional costs from the contractor, utility and/or property owner at the Village's discretion.

_____	_____	_____	_____
Certified Contractor Signature	Date	Public Works - Management	Date
_____		_____	
Printed Name		Printed Name	

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TREE PRESERVATION

If the above project description involves trees, the site development plans must show the trees to be added, removed, protected, trimmed and/or pruned, as well as the location, species, size, standards for protection and other pertinent information per the Village.

Approval:

Village Arborist

Date

COMPLETION DATE

- All work associated with this permit shall be completed by _____.
- All work associated with this permit shall be completed within _____ calendar days of starting work.

PERMIT APPROVAL

_____ Director-Public Works or Designee	_____ Date	_____ General Contractor	_____ Date
Mobile:			

Permit approval and authorization for the proposed work shall be considered granted only when all required signatures have been obtained. A copy of this approval statement should be kept with the applicant's copy of the completed Right of Way Application at the jobsite.

INSPECTION

<input type="checkbox"/> N/A	
_____ Public Works / Utilities	_____ Date

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I have read and understand this Right-of-Way Permit Application.

Name of Contractor and Type of Contractors license (must be valid)

Date


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Right-of-Way (ROW) — Permit Rules / Regulations

The responsible person signing ROW permit application is a Florida Certified General Contractor (CGC) or Miami-Dade County Construction Contractor or Trade Contractors. The Field Foreman for day-to-day property site work must adhere to below requirements of the ROW permit. Onsite meeting is/may required.


RESIDENTIAL PROPERTIES: Address:

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1. **SILT FENCE** be installed prior to any construction work inside the property. (see attachment “silt fencing installation”.
 2. **GRAVEL DRIVEWAYS;** from 15 feet inside the property to the curb and gutter. Gravel size minimum one (1) inch clean with no fines. See attachment “Gravel Driveway”.
 3. **INLET DRAINAGE CATCH BASINS PROTECTION:** from the property limits no matter how far catch basins are located, the basins must be protected. **NO DIRTY OR MILKY** water allowed to flow out of the property. See attachment “ Inlet / Catch Basin Protection”.
 4. **NOTE:** Contractors including Sub-contractors must follow the National Pollutant Discharge Elimination (NPDES). (see attachment). If the project site is not complying with NPDES, first violation will be a Warning with immediate corrective action. Second violation will be a STOP Work Order for the entire construction site including a \$250.00 citation to the property owner. Once paid, STOP Order will be remove including corrective action meeting NPDES.
 5. **EXISTING CURB & GUTTER:** pictures are required and provided with the sign Permit. The project and/or at the end of the project, may require to replace ALL curb / gutter from property line to property line.
 6. **STREET CLOSURE:** NOT allowed unless major reasons and, must contact the Village representative 24 hours in advance for discussion.
 7. **CRANES OR BOOM TRUCKS:** NOT allowed in the street or parking outside unless major reasons / request and, must contact Village representative 48 hours in advance for discussion and approval. I may require Building Official approval as well as provide with the Right-of-Way application.

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Right-of-Way --- Permit -- Rules / Regulations

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8. **HEAVY EQUIPMENT**; dump trucks and concrete trucks can park in front of property for work purposes with NO impact to vehicle travel in the roadway. ANY special request must contact Village representative 24 hours in advance for discussion approval.

 9. **EXCAVATION**; any excavation or trenching work in front of property and/or in the Right-of-Way, Contractor and Sub-contractors must call Underground Locates. The RESPONSE TICKET for ALL private utilities including the Village prior to excavation MUST BE reviewed by the Field Foreman. There will be times Village representative may request to see RESPONSES prior to Contractors starting the work in the Right-of-Way.

10. **NOTE**:

General Contractor and Field Foreman are fully responsible to Notify all sub-contractors working in the property on the Village Right-of-Way permit – Rules / Regulations.

The above is/are acknowledge by the General Contractor signing the Right-of-Way permit

_____ date: _____
General Contractor

**Mike Alvarez, CGC, PWLF
Utility Compliance Officer
Bal Harbour Village
786-566-3462**