



Department of Construction Services  
45 East Waterloo St.  
Canal Winchester, Ohio 43110  
Phone (614) 834-5109 Fax (614) 837-0145

## **RIGHT OF WAY UTILITY PERMIT**

### **APPLICANT**

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Email: \_\_\_\_\_

Address \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Permission is hereby granted to: \_\_\_\_\_ to occupy a public street, alley, sidewalk, Right

of Way or easement located at: \_\_\_\_\_ for the purpose of:

\_\_\_\_\_ with the following conditions:

1. The applicant is required to post a bond (cash, surety or letter of credit) with the City in an amount determined by the Mayor or his designee. The City shall return the bond within 10 days of notification of completion of the work in a satisfactory manner, but such costs as may be incurred by the City either for providing adequate protective devices, maintaining a clean work site, or repairing damages to City utilities shall be retained by the City.
2. The applicant hereby enters into an agreement to restore such street, alley, sidewalk, right of way, or easement in accordance with the current standards and specifications of the City; to provide adequate protective safe guards for the excavations and to maintain a working area free from debris, dirt and litter; and to comply with the General Notes of the City as deemed applicable by the Construction Services Administrator, including amendments related thereto.
3. The General Notes pertaining to allowable work hours are amended for the purpose of this permit to be Monday through Friday 7am to 6pm and no work on holidays with exception for emergencies.
4. The applicant shall provide the City with any such fee as may be required by the Codified Ordinances of the City of Canal Winchester.
5. The applicant shall submit scaled plans of the proposed work, including a maintenance of traffic plan in accordance with the OMUTCD, with this application
6. Construction shall conform to Canal Winchester Specifications.
7. All attachments, exhibits and conditions attached to this permit are hereby made a part of this agreement.
8. The contractor shall notify the City Construction Services Administrator at least 48 hours in advance of the start of construction.
9. When excavations are street plated the plates shall be secured in place and advance warning signs shall be erected.
10. The City shall be provided 24 hours notice before excavations are backfilled and/or pavement is restored.
11. Any sewer, waterline or appurtenance damaged shall be immediately reported to the City and repaired to the City's satisfaction and no cost to the City.
12. The City reserves the right to require adjustments of the alignment of the improvement at the time of installation.
13. If the work is not completed within the timeframe defined by this permit an application for extension shall be submitted to the City at least 3 days in advance of the original expiration date.
14. Action taken pursuant to this permit shall be deemed acceptance of its terms and conditions including all requirements of the Codified Ordinances of the City of Canal Winchester, Part 11, Title 7, Chapter 1197, Right of Way Use.

Required Notifications

1. Canal Winchester Construction Services Administrator, 614-834-5109
2. Ohio 811 call 800-362-2764 or 8-1-1

In the case of an after hours emergency, contact the Fairfield County Sheriff Department and they will contact the on call employee. 614-837-7478

Fee Schedule Work permit fees shall be provided by the Permittee to the Municipality to ensure adequate public compensation for monitoring compliance with the Municipal requirements and protection of public property.

1. Single new service line/tap, soft surface, \$50
2. Single new service line/tap, hard service, \$250
3. Single isolated repair, soft surface, \$50
4. Single isolated repair, hard surface, \$250
5. Relocation of utility main, fee will be established by the Mayor based on project schedule, location and impact to public infrastructure.
6. New construction of utility main, fee will be established by the Mayor based on project schedule, location and impact to public infrastructure.

Fees may be adjusted for inflation by the Mayor, however, not more than once per calendar year.

As Built Drawings. Permittee shall furnish "as-built" drawings not later than one hundred twenty (120) days after construction has been completed. Drawings shall show ownership of conduits, ducts, poles and cables used for the telecommunications or utility system. Drawings shall be drawn to an appropriate scale using the standard format adopted by the Municipality. Permittee shall provide one (1) set of CD's, in pdf format, and one (1) set of blue or black line "as-built" drawings. State plane coordinates shall be shown for benchmarks, curb lines, and structures. Drawings shall show horizontal dimensions from the curb line and elevations.

\_\_\_\_\_  
**Applicant's or Authorize Agent's Signature**

\_\_\_\_\_  
**Date**

*DO NOT WRITE BELOW THIS LINE*

Date Received: \_\_\_ / \_\_\_ / \_\_\_\_\_

Fee: \$ \_\_\_\_\_  
Paid

Application \_\_\_\_\_ No

Date of Action: \_\_\_ / \_\_\_ / \_\_\_\_\_

Approved: \_\_\_\_\_ Yes

Expiration Date: \_\_\_ / \_\_\_ / \_\_\_\_\_

\_\_\_\_\_  
Signature