



Public Works Department
706 South Glover Avenue
Urbana, IL 61802
(217) 384-2342
FAX (217) 384-2400

CITY OF URBANA RIGHT OF WAY PERMIT

| | |
|---------------------|----------------|
| For Office Use Only | |
| Permit Fee | \$75.00 |
| Permit #: | _____ |
| Check #: | _____ |
| Insured: Yes / No | n/a |
| Bonded: Yes / No | n/a |

Date ____/____/____

Project Address _____

Nearest Cross Street _____

Applicant _____

Contact Name _____

Mailing Address _____
(Street) (City, State) (Zip)

Phone# _____ Mobile# _____ Fax# _____

Email Address (print clearly) _____

Description of work _____

Is Liability Insurance on file with the City? Yes / No Policy #: _____ (Exp. Date) _____

Bonding Institution and Number _____ (Exp. Date) _____

Sanitary sewer lateral excavation* (requires a plumbing permit from Community Development Dept /Building Safety Div.)

Storm sewer lateral excavation*

Utility repair or installation by directional bore (other than sewer-related)

Utility repair or installation (other than sewer-related)

Type of Trench Protection to be used: Box Sheeting Sloping Other

Driveway Type of Curb: Barrier Mountable Saw cut

Sidewalk Type: PCC Brick _____ LF to be removed/replaced/constructed

Dumpster or Portable Storage Container (POD) located in ROW

Lane / Street Closure Date / Time to be closed ____/____/____ _____ am/pm

Date / Time to be opened ____/____/____ _____ am/pm

➤ Will trees on City ROW be affected? Yes or No

➤ Will on-street parking be affected? Yes or No

Traffic Control plan attached (if required)

Site plan attached

Proposed starting date: ____/____/____

Proposed completion date: ____/____/____

Signature of Applicant _____ Date ____/____/____

Printed Name _____

IT IS UNDERSTOOD THAT THE WORK AUTHORIZED BY THIS PERMIT SHALL BE COMPLETE WITHIN 180 DAYS OF THE DATE OF APPROVAL; OTHERWISE THIS PERMIT SHALL BECOME NULL AND VOID.

| <u>FOR OFFICE USE ONLY</u> | | |
|----------------------------------------------|-------------------------------|----------------|
| APPROVED BY _____ RIGHT-OF-WAY TECHNICIAN | DATE APPROVED ____/____/____ | |
| TRAFFIC CONTROL INSPECTION | DATE INSPECTED ____/____/____ | Initials _____ |
| PREPOUR OR BACKFILL INSPECTION | DATE INSPECTED ____/____/____ | Initials _____ |
| FINAL INSPECTION | DATE INSPECTED ____/____/____ | Initials _____ |

*SANITARY AND STORM SEWER LATERAL REPAIRS UNDER PAVEMENT OR SIDEWALK MAY BE ELIGIBLE FOR CITY PAVEMENT REIMBURSEMENT PROGRAM. PLEASE CONTACT 384-2316 TO INQUIRE ABOUT PAVEMENT REIMBURSEMENT PROGRAM.

THIS PERMIT IS SUBJECT TO THE CONDITIONS AND RESTRICTIONS PRINTED ON THE REVERSE SIDE OF THIS PERMIT AND ALL ATTACHED STANDARDS.

PERMIT CONDITIONS

1. All construction and safety practices shall be in compliance with the current edition of the Illinois Department of Transportation "The Standard Specifications for Road & Bridge Construction".
2. All O.S.H.A. and other Federal and State safety regulations shall be adhered to.
3. All details and/or notes attached to the submitted plans shall be incorporated into the approved plans.
4. All traffic control shall comply with the current edition of the "Manual on Uniform Traffic Control Devices for Streets & Highways".
5. All trench excavation work shall comply with the current edition of the "Standard Specifications for Sewer and Water Main Construction in the State of Illinois".
6. All work requires an inspection before concrete pours or excavation backfill. Please call the Right-of-Way Technician at 384-2385 to schedule an appointment 24 hours in advance.
7. The contractor shall notify the Right-of-Way Technician's office (384-2385) 24 hours prior to the start or restart of any construction.
8. The contractor shall not trim, cut or in any way disturb any City trees or shrubbery without the approval of the City Arborist (384-2393) or his authorized representative as stated in the Urbana Tree Ordinance No. 7677-24. Should the work site be located near any City-owned tree(s) the contractor shall contact the City Arborist 24 hours prior to the start of the construction.
9. No changes shall be made from the approved plans without the written or verbal approval of the Right-of-Way Technician.
10. Upon completion of the construction the contractor shall restore the work site to a condition equal to or better than the existing condition or at the direction of the Right-of-Way Technician, according to section 20.71 of the Code of Ordinances.
11. In order to avoid utility and street light cable conflict, the contractor shall be responsible for contacting J.U.L.I.E. for public utility locations a minimum of 48 hours (two working days) prior to excavation **1-800-892-0123**.
12. At any time that there is damage to a utility, the contractor shall notify the appropriate parties immediately and shall be liable for the cost of repair should the contractor be found at fault.
13. Any utility information, including sewer tap location, provided by the City is based on judgment and information currently available to the City Engineer or his agent. This information is made available to the general public upon request. The City of Urbana shall not be responsible for any discrepancies between information made available and actual field locations. Actual locations of utilities and taps may vary from the information on file. It shall be the sole responsibility of the permit holder or user of the information to determine the exact utility locations in the field. The City of Urbana does not guarantee the condition or the functional capacity of said utilities and/or sewer taps.
14. Inspections performed by the City do not remove the requirements for the work performed to comply with all local, state, and federal rules, ordinances, and standards.
15. An Erosion Control Permit is required on disturbed areas over 2,000 square-feet.

