



RIGHT-OF-WAY WORK PERMIT APPLICATION

Revised 12-04-12

CITY OF RAVENNA

530 N. Freedom Street

Ravenna, Ohio 44266

Phone #: 330-296-5607 Fax #: 330-296-1280

To the City Engineer

Date: _____

Dear Sir:

This application is hereby made by (a) _____

Owner's Address (b) _____

Work to be done (c) _____

at the following location along / across: Street (d) _____

_____ Feet Direction (circle one): N S E W of: _____

and in accordance with the attached plan (e).

(f) Work will commence on or about _____ and will require ___ days.

(g) If the proposed installation requires the opening of the pavement give the following information:

- Conditions necessitating opening of pavement _____

- The opening in the pavement will be _____ feet long by _____ feet wide. The approximate depth will be _____ feet deep.

(h) We hereby agree to backfill the trench of said opening by thoroughly tamping the backfill in six (6) inch layers; also to tamp in the top part of said trench which is in the traveled road, and place a minimum of six (6) inches of coarse aggregate or a minimum of three (3) inches of pre-mixed concrete material as a wearing surface; and to maintain the road surface which has been disturbed until such time as the pavement can be replaced to the satisfaction of the City Engineer.

(i) All work requiring men or vehicles on the pavement or shoulders shall comply with all the requirements of the Ohio Manual of Uniform Traffic Control Devices and Item 614 (Maintaining Traffic) of the Ohio Department of Transportation Construction and Material Specifications. Failure to comply with this requirement will be cause for immediate suspension of the permit until the proper traffic controls have been provided.

(j) We agree to comply with all the conditions, restrictions, and regulations of the City Engineer.

Emergency Phone #: _____ Name: _____

**INSTRUCTIONS FOR THE:
RIGHT-OF-WAY WORK PERMIT APPLICATION**

- a. Owner of proposed installation (application by contractor not acceptable).
- b. Mailing address of owner
- c. State fully and completely, type of installation proposed. Give the following information:
 - Type of service (water, oil, gas, sewer-sanitary or storm, etc.); if carrying liquid or gas under pressure, state pounds per square inch, internal diameter and kind of pipe, length of line and proposed location with respect to pavement and right-of-way line; if pipe or conduit is to cross highway, state of method of installation.
- d. Give City Street and distance from some geographical point such as intersection streets, City corporate limits or section lines.
- e. Attach three (3) copies of a plan showing proposed location of installation with reference to pavement, right-of-way, and owner's property lines. If installation crosses the highway, describe method of crossing including proposed depth under pavement.
- f. Give anticipated dates for beginning and for completion of proposed installation.
- g. No tunneling will be permitted, and any installation which cannot be made without opening the pavement requires the applicant to replace the pavement at his or their own expense and to the satisfaction of the City of Engineer.
- h. A performance bond or certified check will be required for all permits granted involving open cut of pavements. The City Engineer may require such bond or check for any other type of permit granted which he deems warranted. The bond or certified check shall be posted prior to the issuance of the permit and shall remain in force for a period of one year following completion of the restoration of City property. The bond shall be in the amount determined by the City Engineer and shall be sufficient size as to insure the complete restoration of any pavement, drainage, shoulder, structures, sod or other items disturbed by the permittee.