



Where Life is Sweet

RIGHT OF WAY PERMIT APPLICATION

CITY OF HERMISTON- **STREET DEPARTMENT**
 180 N.E 2nd STREET
 HERMISTON, OR 97838
 Ph: 541.667.5025 Ext. 2 Fax: 541.567.6731
rowpermits@hermiston.gov

Work Site Information		ALL FIELDS REQUIRED ON THIS FORM	
Address:		Cross Street:	
Property Owner:		Contact Name:	
Mailing Address (if different from above):			
Email:		Phone:	
CONTRACTOR <input type="checkbox"/> Same as above		<input type="checkbox"/> Responsible for Project (Permittee) <input type="checkbox"/> Primary Contact	
Business Name:		Contact Name:	
Mailing Address:		Phone:	
City, State & Zip:		E-Mail:	
License or CCB Number(s)			
IF YOU ARE NOT A PUBLIC UTILITY, LIST LIABILITY INSURANCE CARRIER			
Name:		Policy #	
Mailing Address:		City, State & Zip:	
WORK DETAILS- (PERMIT SHALL BE SUBMITTED 72 HOURS PRIOR TO WORK START DATE)			
Proposed Start Date:		Estimated Completion Date:	
DESCRIPTION OF WORK TO BE DONE IN RIGHT OF WAY PER THIS PERMIT (check all boxes that apply)			
UTILITY	<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Natural Gas	<input type="checkbox"/> Pavement / Trench Cut Size of cut:
	<input type="checkbox"/> Electrical	<input type="checkbox"/> Water	<input type="checkbox"/> Other- Describe:
SIDEWALK	<input type="checkbox"/> New	<input type="checkbox"/> Repair/Replace	<input type="checkbox"/> Curb and/or Gutter work
	Length (ft):	Width(ft):	# of Panels (estimate):
DRIVEWAY	<input type="checkbox"/> New	<input type="checkbox"/> Repair/Replace	Width (ft):
MISC.	<input type="checkbox"/> Tree Removal (Describe work being done:) Swale Conversion		
Provide description of work and size of cut if applicable:			
Permission is hereby requested to encroach into public right-of-way to perform work set forth above. It is understood that this application is limited to the work described herein and that all work shall be done in compliance with the provisions shown on the back of this application and with all other applicable rules, regulations and standards of the City; and that the permittee assumes full responsibility for said compliance, for acceptability of the work, for repair or replacement thereof if defective, and for repair or replacement of any existing improvement damaged by this work.			
SEE THE BACK (PAGE 2) OF THIS APPLICATION FOR CONDITIONS AND PROVISIONS			
I CERTIFY THE ABOVE INFORMATION IS CORRECT		Applicant Signature:	
** THESE ITEMS BELOW NEED TO BE SUBMITTED WITH APPLICATION **			
If any applicable items are missing, application will be returned			
1. Detailed drawing of work being applied for.			
2. Aerial site plan showing where construction is taking place with Traffic Control Plan. Show 600' in all directions with required traffic signage noted on plan. (Reference MUTCD)			
FEES		Fee Due: \$	
All Sidewalk & driveway improvements and misc row work \$ 50.00			
Right of way Street Cut Permits:			
Less than 50 lineal feet, and less than 48" in width.....\$ 50.00			
More than 50 lineal feet, and less than 48" in width \$ 50.00 plus \$1.00 per lineal foot			
More than 50 lineal feet, and more than 48" in width..... \$ 50.00 plus \$ 1.00 per lineal foot and replace at least 8' of paving width with an approved paving machine.			
OFFICE USE ONLY:	DATE RECEIVED:	By:	DATE APPROVED: By:

Conditions and Provisions

1. Permittee agrees to save, keep and hold harmless the City of Hermiston, its officers, agents and employees from all damages, costs or expenses in law or equity that may at any time arise or be set up because of damage to property, or of personal injury received by reason of or in the course of performing work authorized by this permit which may be occasioned by any act or omission of the permittee, their agents or employees. The City will not be liable for any accident, loss or damage to the work prior to its completion and acceptance.
2. **Traffic control plan required per MUTCD.**
3. **Compaction testing is required on all trenches in the ROW. See trench backfill spec ST20**
4. **Hard surface replacement MUST be completed by the work end date. If not completed within this time the city may complete the repairs and bill the permittee accordingly. Current fees are \$10.00 per sq ft plus MOB - \$ 300.00.**
5. **IF HARD SURFACE REPLACEMENT CAN'T BE DONE IMMEDIATELY, A COLD PATCH OR STEEL PLATED TRAFFIC PLATES MUST BE INSTALLED TEMPORARILY IN ALL LANES OF TRAFFIC FLOW. THIS MUST BE COMPLETED BEFORE CONTRACTOR LEAVES THE JOB SITE.**
6. Permit is void 60 days after date of issue unless otherwise noted. A time extension shall be requested not less than 24 hours prior to expiration.
7. Concrete curb, sidewalk, gutters, driveway approaches, paving repairs, etc. shall be constructed per City Standards.
8. Oregon law requires the rules to be followed that are set forth by the Oregon Utility Notification Center. Those rules can be found in OAR 952-001-0010 to 0090. Call before you dig- **811 or 800-332-2344**
www.callbeforeyoudig.com.
9. Permittee shall adequately safeguard all excavations and obstructions with barricades, lights, and/or suitable safety devices. Per MUTCD and OSHA
10. Permittee shall be responsible for preserving construction survey stakes and markers for the duration of their usefulness.
11. Construction water shall not be taken from a fire hydrant until a fire hydrant meter has been obtained. Please call 541-567-5521 to obtain one.
12. A minimum **of 24-hour advance notice** must be given for inspection requests. (Excludes weekends and holidays).
13. Forms and subgrade must be inspected and approved prior to pouring. Failure to obtain approval before proceeding with work may be cause for denial. Any work done on a Saturday, Sunday or holiday must get prior approval.
14. Any work done without proper inspections will be subject to rejection. Permittee shall request inspections when: 1) forms are complete/ready for concrete 2) subgrade is compacted and ready for rock, pavement or concrete 3) excavation is started 4) all work authorized by this permit has been completed; and 5) any time assistance is needed to assure compliance with City requirements. Reinspection's will be done at the expense of the permittee IF; the work was not ready for inspection when scheduled or for the replacement of defective work.
15. Asphalt pavement, including resurfacing, shall be constructed of Level 2, ½ inch dense HMA ODOT asphalt concrete for the roadway.
16. Construction hours are from 7 a.m. to 7 p.m. daily.
17. Contractors that are not a public utility are required to have a Construction Contractors License from the State of Oregon.
18. Contractor is liable for street cut for one year after project is completed.
19. For questions contact Street Superintendent Ron Sivey, 541-561-7605

I AGREE TO COMPLY WITH THE PERMIT AND ALL ABOVE REFERENCED CONDITIONS	
Applicant Signature:	Date:
Applicant Printed Name:	Title/Organization: