

Official Use Only – Do not write in this area.

Permit is NOT valid until this has been completed.

Permit # _____

Work Order # _____

Expiration date _____



Right-Of-Way Permit Application

City of Independence Public Works Department
 111 E. Maple Ave., Independence, MO 64050 (816) 325-7617



- Right-of-Way TTC Dumpster

(Allow a minimum of three (3) business days for processing after all information has been received.)
 (If plans are required, allow a minimum of fourteen (14) business days for review, time may vary depending on complexity of plans.)

Section 1: Information

Right-Of-Way User* _____ Date _____ Approx. Start _____
 *Not applicable to work performed by a citizen on their own property.

1st Job Address _____ 2nd Job Address _____

3rd Job Address _____

Company Name _____ Business Phone _____

Company Address _____ Name (Field Supervisor) _____

_____ Mobile Phone (Field Supervisor) _____

Email _____ Business License # _____

Name (Applicant) _____ Concrete type (if applicable) _____

Will you be on the roadway at any point?
 Yes, you will need a TTC authorization
 No, construction activity cannot occupy roadway at all

Section 2: Right-Of-Way Construction

Class of Work: New Water Curb/Sidewalk Driveway Power & Light

Repair Storm Sewer Telecommunications Residential Dumpster

Disconnect San. Sewer Gas Commercial

<u>Fee Item</u>	<u>Fee</u>	<u>No.</u>	<u>Total</u>
Base fee for each cut or each 200' contiguous feet	\$90.00	X _____	\$ _____
Re-Inspection Fee	\$40.00	X _____	\$ _____
Inspection outside normal business hours	\$60.00	X _____	\$ _____
Pavement Degradation Fee for each 200' contiguous feet	\$40.00	X _____	\$ _____
Temporary Traffic Control Authorization	\$55.00	X _____	\$ _____
Dumpster or non-special event street lane closure	\$30.00	X _____	\$ _____
Post-Construction Permit Fee (fee not obtained in advance)	2X Fee	X _____	\$ _____
		<u>Total Fee</u>	<u>\$ _____</u>

Fee Waived: Code Violation # _____

The re-inspection of a facilities cut is required if there is a delay in getting the final facilities cut repaired. It is also required for pavement cuts for each 200 linear feet of contiguous pavement opening. The limit that an inspection can accomplish for each inspection is 200 linear feet. **This permit is valid for 60 days.**

The Dumpster Permit does not include base fee charges.

Section 3: Temporary Traffic Control

If TTC is needed, a plan must be submitted for approval 48 business hours prior to the issuance of the permit.

Field Superintendent Name and Phone Number _____	Is this a lane or street closure? _____	
Street Name _____	From: _____	To: _____
Street Name _____	From: _____	To: _____
Sidewalk Closed <input type="checkbox"/> Yes <input type="checkbox"/> No	# of Lanes _____	Special Terms _____
Start Date _____	End Date _____	Work Hours _____
*Overnight Conditions:	<input type="checkbox"/> Road Open	<input type="checkbox"/> Road Closed
Are any traffic control devices located in MoDOT Right-Of-Way?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

*Overnight condition needs to be discussed. Is the road open to overnight traffic? Or is the road closed to overnight traffic? Etc.

MoDOT customer service phone number is (816) 622-6500.

Section 4: Notice to Applicant

It is Missouri state law to require utility locates for any underground excavation. You can achieve this by going to www.mocall.com or call 1-800-344-7483 (or 811).

1st Missouri One Call Ticket # _____

2nd Missouri One Call Ticket # _____

3rd Missouri One Call Ticket # _____

Missouri One Call does not mark City of Independence underground traffic signal equipment. Contact Independence Power & Light Dispatch at (816) 325-7574 or Integrity Locating Services before working in any signalized intersection.

Dumpsters may not be placed near intersections thus causing a sight obstruction or block any neighboring driveway. No inspection required for a dumpster. Dumpsters shall not be placed on street where parking is restricted.

Your signature is required to validate this form. Upon signing you assume all responsibilities and authorizations established by the City Code for the work authorized therein. **Read Inspection Requirements and General Construction Standards and sign below.**

FAILURE TO ADHERE TO PLANS SUBMITTED OR COMPLY WITH THE REQUIREMENTS DESCRIBED IN THIS PERMIT AND ALL APPLICABLE CODES AND REGULATIONS MAY RESULT IN THE ISSUANCE OF A STOP WORK ORDER AND/OR THE REVOCATION OF THE PERMIT.

Applicant Signature _____ Date _____

INSPECTION REQUIRED: Inspections are required for all permits for curb, sidewalk and commercial driveway construction or reconstruction. **Additionally, call (816) 325-7400 to request an inspection by the Plumbing Inspector as is required prior to backfilling sanitary sewer work.** Contact the Construction Inspector at (816) 325-7617 for curb, commercial driveway, sidewalk, or street opening inspections. The Water Department can be contacted at (816) 325-7700 for service connections and backfilling. **A four (4)-hour lead time is required for all backfill inspections. A 24-hour lead time is required for street opening, curb, sidewalk, and commercial driveways.** Copies of construction and pavement replacement details will be provided at the applicants request.

General Information: All street openings shall be backfilled with approved granular material. Street openings in asphalt must be saw-cut twelve inches (12”) on all sides beyond the excavation limits. Pavement is to be replaced with a minimum of eight inches (8”) of Portland cement concrete base and two inches (2”) of asphaltic concrete surfacing. Streets shall not be closed to through traffic without express authorization indicated on the approved Right-Of-Way Permit.

Official Use Only Below This Line

This permit expires on _____

R-O-W Approved By _____ Date _____

TTC Approved By _____ Date _____

TTC Field Approved By _____ Date _____

Dumpster Approved By _____ Date _____

Extensions will be granted a five (5) business day grace period. Failure to apply for the extension within five (5) business days of the permit expiration date may result in a new permit application. Extension requirements and availability may vary based upon permit type, work performed, good faith effort of reasonable progress, or other factors.

Date Extension Granted	New Expiration Date
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GENERAL RIGHT-OF-WAY CONSTRUCTION STANDARDS

**For more detailed information, see the City of Independence Public Works Manual
(Chapter 20; Chapter 18 for Traffic)**

1. Contractors and subcontractors are responsible for obtaining a Business License prior to performing work.
2. Anyone working in the right-of-way shall verify they are in compliance with obtaining a Right-Of-Way Use Agreement or a franchise with the City if applicable.
3. Erosion control measures shall be set in place prior to any grading work.
4. The contractor shall be required to repair all areas disturbed during work activities to equal or greater condition.
5. Backfill material under areas to be paved, and existing pavement shall meet specifications for APWA untreated aggregate base or MoDOT Type I base and be compacted to 95% maximum density. Sidewalks and driveways are considered paved areas. Backfill material not under pavement or sidewalk shall be earth fill compacted to 90% maximum density.

6. Three eighths inch (3/8") clean rock shall be used for bedding and cover of sanitary sewer laterals. Four inch (4") bedding shall be used in soil and six inches (6") in rock. The trench width shall be twenty inches (20") larger than the outside diameter of a 12"-24" pipe. The trench width shall be 36" larger than the outside diameter of a 30"-42" pipe.
7. **Sidewalk replacement:** Entire panel is to be replaced – Four inch (4") thickness and matched with existing size and pattern, concrete mix is to be MCIB A-618-1-4 or KCM MB 4K mix, compaction as stated above.
 - a. **Driveway replacement:** *No new aggregate or gravel driveways are permitted within the right-of-way.* For concrete driveways each entire panel is to be replaced. Concrete mix is to be MCIB A-618-1-4 or KCM MB 4K mix with compaction as stated above for residential and commercial.
 - b. **Residential drives on curbed streets:** Six inch (6") thickness within right-of-way. Property owner has the option of six (6) gauge six inch by six inch (6"x6") welded wire fabric or half inch (1/2") rebar on twelve inch (12") center each way.
 - c. **Residential drives on non-curbed streets:** Can be either asphalt or concrete, and must be six inch (6") thickness within right-of-way.
8. **All commercial drives:** Eight inch (8") thickness and six (6) gauge six inch by six inch (6"x6") welded wire fabric or half inch (1/2") rebar on twelve inch (12") center placement through entire driveway is required.
9. Asphalt street cut repair requires one foot (1') cutback on all sides of original work area (disturbed soil) and ten inch (10") depth. Patch consists of eight inch (8") MCIB A-618-1-4 or KCM MB 4K mix concrete with a two inch (2") APWA Type III asphalt cap. Concrete base is to be uniformly coated with emulsified asphalt (tack coat) prior to placing asphalt cap.
10. Concrete street cut shall be saw-cut full depth and doweled using half inch (1/2") smooth dowels on eighteen inch (18") centers (eliminating the required one foot (1') cut back for asphalt streets). Patch consists of eight inch (8") MCIB A-618-1-4 concrete or KCM MB 4K mix.
11. Street openings of eight inches (8") or less do not require one foot (1') cut back. Backfill shall be flowable fill. The patch shall be eight inch (8") MCIB A-618-1-4 or KCM MB 4K mix with a tack coat and two inch (2") APWA Type III asphalt cap. Full depth concrete patch may be approved upon request and authorization from the City.
12. Uncompleted street openings shall have a temporary cold patch or a secured street plate. No street plate is allowed on any street for more than seven (7) days. Any street plate used between November 1 and March 31 shall have a lighted barricade placed along the roadway and the location of the plate shall be reported to Public Works at (816) 325-7617.
13. **Cold weather concrete:** When the ambient temperature is 40 degrees or less concrete shall be in accordance with MCIB specifications for cold weather concrete. If calcium chloride is used it shall be added in solution form not exceeding two percent (2%) of weight of concrete.
14. A re-inspection fee will be assessed for street cuts not repaired within fifteen (15) days unless prior arrangements are made. Weather conditions are the exception.
15. Damage done by contractor to public infrastructure, including traffic signals, shall be paid for and repaired by the contractor in compliance with City standards and supervision.
16. Temporary Traffic Control (TTC) devices and set-up must comply with MUTCD.
17. TTC will be field inspected. Deficient TTC may be cause for work stoppage.
18. You are accountable for keeping the vehicles under the legal weight limit. If the road is damaged, you will be liable for replacement.
19. Road closures shall be submitted 48 business hours in advance for approval.
20. Contractors are responsible for providing the entire route that trucks will be using from city limit to job site.
21. No work shall be performed on weekends or holidays without prior approval.

Section 5: Permit Issuance Checklist

Required on All Permit Applications

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|--|------------------------------|-----------------------------|
| 1. Business License Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 2. Contact Information of Field Supervisor | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 3. Missouri One Call Ticket Number | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 4. Applicant Signature | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

Other Possible Requirements

- | | | |
|---|-----------------------------------|------------------------------|
| 1. Right-Of-Way User Agreement | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 2. Franchise with the City | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 3. TTC Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 4. Water Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| a. If yes, email copy of permit to Water Department | | |
| 5. Storm Sewer Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| 6. Sanitary Sewer Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| a. If yes, email copy of permit to WPC | | |
| 7. P&L Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |
| a. Guidance if pole attachment | <input type="checkbox"/> Obtained | |
| b. Guidance if small cell | <input type="checkbox"/> Obtained | |
| 8. Gas Plan | <input type="checkbox"/> Yes | <input type="checkbox"/> N/A |