



[FOR OFFICE USE ONLY]

# Permit Application Working in the Right-of-Way

Planning & Zoning  
Department  
100 Dayton St, 2<sup>nd</sup> Floor  
Yellow Springs, OH 45387  
(937) 767-1702

Permit #: \_\_\_\_\_

Application Received: \_\_\_\_\_

## Applicant Information

Applicant Name:	_____	Phone:	_____	Email:	_____
Applicant Address:	_____				
Insurance Company:	_____	Policy #	_____	Liability \$	_____
<b>24 Emergency contact</b> (Full name, telephone number) _____					

## Project Information

Address(s)/Street(s): \_\_\_\_\_

On/Across  Along/Adjacent  Start Date: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

Does the project involve any work on the water/sewer services? (Required): Yes  No  COI Attached (Req.)

Statement of work being completed: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

If this permit is granted, I/we agree to the following conditions:

- 1) That traffic will be maintained at all times, unless permission is granted by the Village Manager to close the road.
- 2) That disturbance to road surfaces and shoulders will be kept at a minimum and that trenches will be backfilled with gravel and tamped, so that settlement of the material will be minimized. If settlement does occur, additional suitable material will be put into place and compacted.
- 3) That the road surface at the trench will be replaced with material of the type that was removed and that the new surface will conform with the grade of the undisturbed surface.
- 4) That lights, signs, barricades and, if necessary, flagmen and watchmen, will be placed on the job for the protection of traffic at all times, day and night, during the time this work is being done and that instructions, given by the Village Street Department, as to handling of traffic, will be fully complied with.
- 5) That I/we assume responsibility for protection of Village owned water and sanitary sewerage facilities within the street right-of-way, and shall fully compensate the Village for the repair or replacement of any such facilities damaged as a result of this work. Additionally, I/we shall contact OUPS at 1-800-362-2764 forty-eight (48) hours prior to starting work to ensure that all underground utilities are marked, and shall fully compensate any affected utility for any damage to their facilities.
- 6) Concrete drive construction shall not extend beyond the right-of-way or a minimum of five (5) feet from the edge of item 404 pavement.
- 7) That responsibility under this permit will remain in force until a release has been granted by the Village.
- 8) That I/we assume the responsibility for and will save the Village harmless from any and all claims for personal injuries and property damages, and shall defend any action that might be brought due to this work. To cover this responsibility, I/we have the following insurance which is now in force and will remain in force during the prosecution of this work.
- 9) Permit to do this work under the conditions stated in the above application is hereby granted subject to the applicant's acquisition of any and all other necessary authorizations including, but not limited to, other necessary village departments, county agencies, utility providers and other entities with interest in the scope of the project. Such authorization must be obtained separate and apart from this application.

**You must contact the Planning and Zoning Office at 937-767-1702 BEFORE BEGINNING WORK.**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>			
<b>Fee Total:</b> _____	<b>Payment Type:</b> <input type="checkbox"/> Check   <input type="checkbox"/> Cash   <input type="checkbox"/> Card		<b>COI Received</b> <input type="checkbox"/>
<b>Paid</b> <input type="checkbox"/>	<b>Inspected by:</b>		<b>Date:</b>
<b>Conduit Size Required:</b>		<b>Type:</b>	
<b>Adequate sight distance:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>		<b>If no, see comments</b>	
<b>Comments:</b>			
<p>Permit to do this work under the conditions stated in the above application is hereby granted subject to the applicant's acquisition of any and all other necessary authorizations including, but not limited to, other necessary village departments, county agencies, utility providers and other entities with interest in the scope of the project. Such authorization must be obtained separate and apart from this application.</p>			
		Public Works Director	Date
		Zoning Administrator	Date
<p>The application fee is fifty dollars (\$50.00) made payable to the Village of Yellow Springs. Return application to the Village Planning and Zoning Office accompanied by the set of plans for the project, if available. <b>Please contact the Planning and Zoning office at (937) 767-1702 BEFORE starting the project.</b></p>			