

APPENDIX F

Public Right-of-Way
Encroachment Permit Application
and Agreement
and
Encroachment Ordinance (Title 72, Chapter 3)



CITY OF WEST JORDAN
 ENGINEERING DEPARTMENT
 8000 SOUTH REDWOOD ROAD
 WEST JORDAN, UTAH 84088
 (801) 569-5070

PUBLIC RIGHT-OF-WAY ENCROACHMENT PERMIT APPLICATION AND AGREEMENT

Company Name:	Permit No.:
License No.:	Date Issued:
Applicant Name:	Cost of Permit:
Title:	Check No.:
Address:	Receipt No.:
City, State, Zip:	Work No.:
Contractor Performing Work:	FAX No.:
Nature of Work: <input type="checkbox"/> Telephone <input type="checkbox"/> Electrical <input type="checkbox"/> CATV <input type="checkbox"/> Gas <input type="checkbox"/> Water <input type="checkbox"/> Stormdrain <input type="checkbox"/> Wastewater <input type="checkbox"/> Secondary Water <input type="checkbox"/> Other:	Cell No.:

AGREEMENT

1. **Standards/Location of Work** - The above indicated applicant is hereby granted subject to Title 72, Chapter 3 of the City's Municipal code, the City's Policies and Design Criteria Manuals, the Construction Specifications Manual, Standard Drawings Manual, State Occupational Safety and Health Laws, Manual on Uniform Traffic Control Devices (MUTCD), Instructions to Flaggers, the approved plans, and any special limitations set herein, permission for the purpose of _____, within the right-of-way limits in the following locations: _____

 Prior to Work being performed in the public right-of-way, the Permittee will make proper provisions for protecting the public's safety and property. This permit is a binding agreement between the Permittee and the City and shall be only for the location listed on this permit.
2. **Permit Fee** - City of West Jordan Encroachment Permit Fee shall apply. If for an excavation in public right-of-way, the excavation is _____ feet long, _____ feet wide, and _____ feet deep.
3. **Beginning and Ending of Work** - The work permitted herewith shall commence on _____ and shall be diligently prosecuted to completion. The work shall be completed and all disturbed surface or objects restored on or before _____. In the event work is commenced under this permit and the permittee fails or refuses to complete the work, the City of West Jordan may, at its election, fill in or otherwise correct any existing deficiencies at the expense of the and subject to immediate payment by the permittee.
4. **Performance Bond and Insurance** - The Permittee shall supply to the City a performance bond of \$_____ per square foot of the Work or \$1,000.00, which ever is greater, for a period of three (3) years after completion of work to Guarantee satisfactory performance. The bond shall be in the name of the Permittee. The Permittee shall provide to the City copies of workers compensation insurance and liability insurance that names the City, it's elected officials, appointed officials, employees, volunteers, and agents as additionally insured. The Permittee shall be responsible for any liability or personal injury involved through neglect. The Permit Holder agrees to indemnify the City against all claims, demands, costs, damages, attorney fees or other expenses of any kind by such neglect. *NOTE: The above underlined verbiage must be in your Liability Insurance under Special Items.
5. **Notice of Work to Begin** - Before work permitted herewith is commenced, the permittee shall call in on the inspection line (801) 569-5051 before 3:00 p.m., and commencement of said work is understood to indicate that the permittee will comply with all instruction and regulations of the City of West Jordan (as listed) with respect to performance of said work and that she/he will properly control and warn the public of said work to prevent accident. The Permittee shall inform all emergency services, school districts, UDOT and UTA two (2) working days in advance of any approved road closures or detours.
6. **Restoration of Right-of-Way** - This permit is issued with the understanding that the Permittee will restore the right-of-way to its original or better condition. Such restoration shall take place within two (2) working days from the time of completion of the Work. If the Permittee fails to meet this obligation within the time indicated herein, the City may make all the necessary restorations at the Permittee's expense.
7. **Limits of Work Area** - Permittee shall not perform any work on City of West Jordan right-of-way beyond those areas of operation stipulated on this permit. This permit in no way allows the Permittee access to private properties; the individual property owners must grant access.
8. **Suspension of Work** - If permittee fails to comply with City of West Jordan regulations, specifications or instructions pertinent to this permit, the City Engineer or his duly authorized representative, may by verbal order, suspend the work until the violation is corrected. If permittee fails or refuses to comply promptly, the City Engineer or his authorized representative may issue a written order stopping all or any part of the work. When satisfactory corrective action is taken, an order permitting resumption of work may be issued.
9. **Permit Period/Extensions** - This permit is valid forty-five days (45) from issue date. The City may grant an extension of time with a written request from the Permittee to the Engineering Department. Such request must be submitted five (5) working days before the expiration date of the permit.
10. **On-Site Permit Requirements** - A copy of the City's current trench detail, and approved plan of the Work, and approved traffic control plan, a signed copy of this Permit, and a copy of the City's Public Improvement Standards, Specifications, and Plans shall be on the work site at all times. The City shall be granted access to these papers at all times.
11. **Temporary Asphalt Patching** - Asphalt patching to roads between October 15 and March 1 will be considered temporary only and must be replaced after March 1 following APWA standards.

(SEE NEXT PAGE FOR ADDITIONAL INFORMATION)

12. **Failure to Perform** - Failure of the Permittee to follow the provisions of this permit shall result in the retraction of the permit by the City and loss of privileges to work within the City's right-of-way.

Special Limitations:

- Traffic Control Plans, signs and channelizing devices must conform to MUTCD Standards as a minimum, and all signs must be equipped with three orange flags. Traffic Control Plan to be approved by City's Traffic Engineer.
- Contact the inspection line at (801) 569-5051 at the time of lane or shoulder closure, with route, location and duration. Call again when the job is complete.
- This Agreement and/or permit is for City of West Jordan approval only. You are responsible to obtain clearances from UDOT, UTA, railroads, private property owners and other local jurisdictions that you are working with.
- Call for Blue Stakes and check for other utilities in the area prior to excavation.
- Traffic Control Supervisor required.
- Flowable fill is required under pavement. Saw cut and tack coat joints. Replace asphalt to the existing depth or 6-inch minimum.
- Plates must be secured to road if required and a "Bump" sign must be used.
- Untreated Base Course with 97-percent compaction for the full depth of the trench with 6-inch lifts.
- Within 6-feet of asphalt, with a vertical grade separation of 6-inch or greater requires approved barrier.
- Licensee is responsible for repairing and/or restoring any portion of the roadway damaged during construction.
- Licensee must restore shoulder of highway to its original or better condition to include reseeding, replacing sidewalk, fencing, pipe, culverts or signs removed or damaged during construction.
- Paint striping is to be replaced with the same material within 48-hours of completion of the permit. The paint materials must maintain City of West Jordan standard specifications for 6-months.
- No storage of backfill material or pipe will be allowed within the ASHTO Clear Zone. Excavations must be backfilled daily or barrier will be required.
- Within 350-feet of an intersection, must call City Traffic Engineer for requirements.
- Permittee will comply with all applicable environmental laws.

Additionally – For concrete paved roadways, the permittee is responsible for all panels that have 2-inch holes bored into the panel. If these panels fail in the future due to the bores, the Permittee will be required to replace the effected panels.

Accepted By:

My carrying out the activities allowed by this permit is conclusive evidence that I have accepted all provisions, limitations, and restrictions of the permit and attachments, understand and agree to all penalties for failing to comply with them and understand my ability to review a sample permit and applicable attachments at the City Engineer's office.

Permit Applicant:

_____ Name _____ Title _____ Date

PERMIT PROCESSING AND APPROVAL

Processed and Approved By:

City of West Jordan, Engineering Department

- Fees paid
- Insurance Received
- Bond Received
- Traffic Control Plan
- Other

_____ Name _____ Traffic Engineer _____ Date

_____ Name _____ Title _____ Date

INSPECTIONS

Beginning of Work: Phone call received:	Inspection Completed By/Date:
Intermediate Work: Phone call received:	Inspection Completed By/Date:
Intermediate Work: Phone call received:	Inspection Completed By/Date:
Completion of Work: Phone call received:	Inspection Completed By/Date:

FINAL PROCESSING AND RELEASES

Inspector Approval:	Administrative Approval to Release:
Signature _____ Date _____	Signature _____ Date _____

Refer to Title 72, Chapter 3 of the City's Municipal Code
www.wjordan.com/files/NEWsystem2006Title72PublicWorks.pdf