

CITY OF OREGON

APPLICATION TO WORK IN THE RIGHT-OF-WAY

- FILL OUT AND SUBMIT ONE COPY -

Paul Roman, P.E.
Director of Public Service
5330 Seaman Road
Oregon, Ohio 43616

Date: _____

The _____ requests permission to

This work is indicated on the attached detailed prints _____, and will be performed under the following terms and conditions.

1. The _____ agrees to assume any and all liability in connection with this work and save the City of Oregon harmless from any claims for damages that may arise in connection therewith.
2. All work will be supervised by a duly appointed city inspector. **Contact the City of Oregon Department of Public Service at (419) 698-7047 48 hours in advance of any work within the right-of-way.**
3. All work shall be accordance with the Oregon Municipal Code Chapter 712 – Right of Way.
4. All work pertaining to construction, repair, and replacement of utility facilities shall be subject to City of Oregon’s Design Guidelines For Utility Facilities in the Right of Way, latest addition.
5. Materials will be removed promptly and shall not be stored in the right-of-way without approval.
6. All existing structures, including reference monuments, shall be carefully preserved, and any disturbed will be replaced in the presence of the City Inspector.
7. All work requiring workers or vehicles within the right of way shall comply with all applicable requirements of the Ohio Manual of Traffic Control Devices, latest edition. Failure to comply with these requirements will be cause for immediate revocation or suspension of the permit until the proper traffic control devices have been provided. If traffic is to be obstructed or detoured, it will be at the City’s direction. **Describe briefly and include a sketch of the traffic control and maintenance anticipated for this project.**
8. Pavement shall not be open cut without prior approval of the Director of Public Service and shall be in accordance with the specifications, standards, and requirements of the City of Oregon. As a minimum, pavement replacement shall match existing and all finished edges shall be saw cut. Backfilling shall be with controlled density fill only, consisting of a selected mixture of Portland cement and salvaged materials and shall be K-Krete, CDF or City Approved Equal. Mixes shall be placed in useable fluid form and in uniform vertical lifts. Mixture shall be air dried for a minimum of 24 hours before covering with road surface material. Steel plates shall be provided when required.
9. Sidewalks, driveways, and curb shall be replaced if damaged or removed. Replacement of sidewalks, driveways, and curb shall be in accordance with City of Oregon’s “[Rules and Regulations for Construction of Driveways, Sidewalks and Curbcuts in the Public Right of Way](https://oregonohio.org/departments/engineering/sidewalk-program/)” available on the city’s website <https://oregonohio.org/departments/engineering/sidewalk-program/>. A Sidewalk, Driveway, & Curb Cut Permit shall be obtained through the Building and Zoning Inspection Department. No concrete shall be poured nor shall any blacktop be placed without inspection. Failure to get an inspection may require removal of the material.
10. Concrete driveways shall be replaced if damaged or removed. They shall be a minimum of six (6) inches in thickness and shall be laid to the established driveway grade. Concrete shall be Class I - with ½ inch mastic expansion joint material placed against existing slabs. Base fill, if needed, shall be granular material ODOT, Item 304, compacted in uniform lifts. Finish shall conform to existing concrete. Minimum dimensions of both salvaged and replaced slabs to be five (5) feet. (See Item 9 for Sidewalk, Driveway, & Curb Cut Permit requirements.)
11. Asphalt driveways shall be replaced if damaged or removed. They shall be replaced with a minimum of three (3) inches of 448 asphalt concrete and laid to establish driveway grade. Basefill, if needed, shall be granular material ODOT, Item 304, compacted in uniform lifts. (See Item 9 for Sidewalk, Driveway, & Curb Cut Permit requirements.)

12. Driveway tiles shall be replaced at the elevation established by the City Inspector. New tile shall be reinforced concrete. Proper size shall be determined by the Director of Public Service. (12 inch minimum diameter)
13. Contractor shall be responsible for maintaining Best Management Practices in accordance with the most current version of the Ohio Environmental Protection Agency's "General Permit Authorization for Storm Water Discharges Associated with Construction Activity under the National Pollutant Discharge Elimination System." All storm sewer systems shall be kept free of dirt, silt or other debris, and proper drainage shall be maintained at all times.
14. The permit holder hereby agrees to furnish and maintain lights, signs, barricades and flaggers necessary for the protection of traffic and the public at all times, day and night, during the work provided for under this permit, and to comply with all instructions given by the City. All traffic control devices, flaggers, traffic maintenance methods and other operations to provide for protection of traffic shall conform to the requirements of the Ohio Manual of Traffic Control Devices, latest edition.
15. Contractor is responsible for following the requirements of "[Policy – Construction Near Trees](https://oregonohio.org/departments/engineering/)" available on the city's website at <https://oregonohio.org/departments/engineering/> under Work in the Right of Way Permit. If work is near any tree in the right of way, the city needs to be notified. During regular work hours (M-F, 7:00 am – 4:30 pm) contact the Street Department at 419-698-7016. After hours, contact the non-emergency dispatch at 419-255-8443.
16. Contractor is responsible for following the requirements of the Ohio Revised Code Section 3781.30 – Duties of Excavator.
17. Upon completion of work, any charges for inspection shall be billed to:

18. The City of Oregon Department of Public Service shall be notified of any work within the right-of-way. **Call (419) 698-7047 48 hours in advance.**
19. Contractor shall notify the Ohio Utility Protection Services (1-800-362-2764) at least 48 hours in advance of each and every ground breaking.

CITY OF OREGON	NAME	TELEPHONE
Division of Streets	Keith Henninger	(419) 698-7018
Division of Water	Mary Wolf	(419) 698-7038
Division of Building & Zoning	Steven E. Shrake	(419) 698-7071
Emergency Dispatch		(419) 255-8443

By _____

Printed Name _____ Telephone Number _____

Signature _____ Fax Number _____

(Name of Company) _____ Email _____

Comments:

APPROVED / APPROVED AS NOTED:

_____ Date _____

Paul Roman, P.E. - Director of Public Service

Approval valid for 18 months after date of signing, extensions of time may be granted, in writing, only by the City of Oregon Director of Public Service.