

Total Fee: \$ _____
Receipt # _____
By: _____



CITY OF AVON

36080 Chester Road · Avon, OH 44011 · Phone (440) 937-7800 · Fax (440) 937-7824 · www.cityofavon.com

RIGHT OF WAY PERMIT APPLICATION

R-O-W PERMIT NUMBER _____

() Residential () Commercial

WORK TYPE: CHECK BELOW ALL THAT APPLY

- | | | | |
|--|--------------------------------------|---|---|
| <input type="checkbox"/> Electric | <input type="checkbox"/> Fiber Optic | <input type="checkbox"/> Telephone | <input type="checkbox"/> Cable |
| <input type="checkbox"/> Sanitary Sewer | <input type="checkbox"/> Water Line | <input type="checkbox"/> Utility Pole | <input type="checkbox"/> Tree Trimming |
| <input type="checkbox"/> Dumpster/Storage Unit | <input type="checkbox"/> Roadway | <input type="checkbox"/> Curb | <input type="checkbox"/> Driveway Apron |
| <input type="checkbox"/> Other | <input type="checkbox"/> Aerial Work | <input type="checkbox"/> Underground Work | |

LOCATION OF WORK

| | |
|-------------------------------------|-----------------------|
| Address: | |
| Permanent Parcel Number: | Date Work Will Start: |
| Number of Days to Complete Project: | |

APPLICANT INFORMATION

CONTRACTOR INFORMATION

| | |
|------------------------|------------------------|
| Name: | Name: |
| Address: | Address: |
| City, State, Zip Code: | City, State, Zip Code: |
| Email: | Email: |
| Phone: | Phone: |

Description of Work/Comments: _____

Note: Please attach all drawings pertaining to this request.

Signature of Applicant/Agent: _____ Date: _____

The above application for R-O-W Permit has been () Approved () Rejected - More Information Required () Denied

By: _____ Date: _____
City of Avon Safety/Service Director

** Submit form to the Service Department: mmorahan@cityofavon.com



CITY OF AVON

RIGHT-OF-WAY CHECKLIST

AERIAL WORK

PROJECT: _____

LOCATION: _____

CONTACT NAME: _____

PHONE NUMBER: _____

General Requirements - This form shall be completed by the Applicant and submitted to the Service Director with the City of Avon Right-of-Way Permit Application Form and a copy of the site plan. Each applicable item shall be addressed prior to approval. If an item cannot be provided, give a response in the comment column (N/A or otherwise).

| ITEM NO | REQUIRMENT | PROVIDED | COMMENTS |
|---------|--|--------------------------|----------|
| 1 | Plan shall include a location map to the scale of not more than 1" = 50'. | <input type="checkbox"/> | |
| 2 | Plan shall include proprietor information, parcel number and/or address of all affected adjacent parcels. | <input type="checkbox"/> | |
| 3 | Plan shall include all relevant street names. | <input type="checkbox"/> | |
| 4 | Plan shall show the location of all physical structures, water main, sanitary sewer, storm systems and gas; including manholes, hydrants, trees and anchor points (for Aerial work). | <input type="checkbox"/> | |
| 5 | Show and note any and all locations of staging and/or stockpiling of equipment and materials. | <input type="checkbox"/> | |
| 6 | Traffic Control Plan sheets - Add note on plan "Maintenance of Traffic shall conform to ODOT 614". A minimum of one lane of | <input type="checkbox"/> | |
| 7 | If work is proposed on private property that does not have an existing utility easement, an additional easement must be obtained and shown on the plan. | <input type="checkbox"/> | |
| 8 | Aerial Placement - Overhead wires shall not block the view of traffic signals, or run in front of traffic radar detection. (initial) | <input type="checkbox"/> | |
| 9 | Permittee is responsible for all damages, repairs and restoration. (initial) | <input type="checkbox"/> | |
| 10 | Provide note on plans that all work within the City Right of Way shall conform to the City of Avon construction standards. | <input type="checkbox"/> | |
| 11 | Contractors and Sub Contractors must be registered with the City of Avon Building Department. (initial) | <input type="checkbox"/> | |
| 12 | Provide note on plans that Safety/Service Director must be given 48 hour notice, prior to commencement of work. | <input type="checkbox"/> | |

ADDITIONAL COMMENTS:

NOTE: *If any part of the proposed work is at grade or below, the applicant shall complete the City of Avon Below Grade Check List for that area of work.*



CITY OF AVON

RIGHT-OF-WAY CHECKLIST

AT GRADE OR BELOW

PROJECT: _____

LOCATION: _____

CONTACT NAME: _____

PHONE NUMBER: _____

General Requirements - This form shall be completed by the Applicant and submitted to the Service Director with the City of Avon Right-of-Way Permit Application Form and a copy of the site plan. Each applicable item shall be addressed prior to approval. If an item cannot be provided, give a response in the comment column (N/A or otherwise).

| ITEM NO | REQUIREMENT | PROVIDED | COMMENTS |
|---------|---|--------------------------|----------|
| 1 | Plan shall include a location map to the scale of not more than 1" = 50'. | <input type="checkbox"/> | |
| 2 | Plan shall include proprietor information, parcel number and/or address of all affected adjacent parcels. | <input type="checkbox"/> | |
| 3 | Plan shall include all relevant street names. | <input type="checkbox"/> | |
| 4 | Plan shall show the location of the proposed facility, including invert elevations of all structures, piping, or appurtenances. | <input type="checkbox"/> | |
| 5 | Plan shall show any property lines within 50 feet of the proposed work. | <input type="checkbox"/> | |
| 6 | Plan shall show the location of all physical structures, water main, sanitary sewer, storm systems and gas; including manholes, hydrants, trees and anchor points (for Aerial work). | <input type="checkbox"/> | |
| 7 | Plan shall show the length, size and type of each section of proposed pipe/conduit. | <input type="checkbox"/> | |
| 8 | Plan shall include a legend identifying all line types and symbols used. | <input type="checkbox"/> | |
| 9 | Provide a note stating whether or not the proposed facility will be located within 500-feet of a waterbody or watercourse. If so, the project may also require a SESC permit. | <input type="checkbox"/> | |
| 10 | Show and note any and all locations of staging and/or stockpiling of equipment and materials. | <input type="checkbox"/> | |
| 11 | Traffic Control Plan sheets - Add note on plan "Maintenance of Traffic shall conform to ODOT 614". A minimum of one lane of traffic shall be maintained. Road closures are NOT permitted. | <input type="checkbox"/> | |
| 12 | All existing facilities within the road right-of-way or within 25-feet of the proposed facility shall be shown on the plan. | <input type="checkbox"/> | |
| 13 | For proposed above-ground facilities, a separate detail of each facility including dimensions shall be provided. | <input type="checkbox"/> | |
| 14 | Dimensions of the proposed facility/facilities from existing pavement, property lines, right-of-way lines and other facilities shall be provided. | <input type="checkbox"/> | |
| 15 | Above ground facilities shall be installed outside of the sight triangle. If an above ground facility is proposed within the sight triangle of the right-of-way, strip topography is required within 50-feet of the proposed facility to verify no sight obstructions will be proposed. | <input type="checkbox"/> | |
| 16 | If work is proposed on private property that does not have an existing utility easement, an additional easement must be obtained and shown on the plan. | <input type="checkbox"/> | |

| | | | |
|-----------------------------|--|--------------------------|--|
| 17 | Utilities shall not be located within the Zone of Influence (45-degrees from the utility invert to the ground elevation) of any existing or proposed sanitary sewer or water main. | <input type="checkbox"/> | |
| 18 | Add note stating "Proposed installations shall maintain clearance / separation to existing utilities of 5' horizontal and 18" vertical from any City of Avon water main, storm sewer or sanitary sewer." | <input type="checkbox"/> | |
| 19 | Road crossings shall be at a 90-degree angle to an adjacent road. Show in detail bore pit and recovery pit locations. | <input type="checkbox"/> | |
| 20 | Above ground facilities shall be a minimum of 3-feet off of the pedestrian pathways or sidewalks. | <input type="checkbox"/> | |
| 21 | Aerial Placement - Overhead wires shall not block the view of traffic signals, or run in front of traffic radar detection. (initial) | <input type="checkbox"/> | |
| 22 | Open cutting of streets is not permitted. (initial) | <input type="checkbox"/> | |
| 23 | Provide a note on plans that as-built drawings must be submitted to the Service Director, for any underground work that is performed in the ROW, within thirty (30) days of completing the work. | <input type="checkbox"/> | |
| 24 | Utility Easements shall be utilized when available. (initial) | <input type="checkbox"/> | |
| 25 | Hazardous openings are not permitted. (initial) | <input type="checkbox"/> | |
| 26 | Permittee is responsible for all damages, repairs and restoration. (initial) | <input type="checkbox"/> | |
| 27 | Provide note on plans that all work within the City Right of Way shall conform to the City of Avon construction standards. | <input type="checkbox"/> | |
| 28 | Contractors and Sub Contractors must be registered with the City of Avon Building Department. (initial) | <input type="checkbox"/> | |
| 29 | Provide note on plans that Service Director must be given 48 hour notice, prior to commencement of work. | <input type="checkbox"/> | |
| ADDITIONAL COMMENTS: | | | |

NOTE: *If directional drill is the installation method, the contractor must contact our Utilities Department if they need water for their drilling rig.*