



360 South Yearling Road, Whitehall, Ohio 43213

(Phone) 614-237-8612 (Fax) 614-338-3119 www.whitehall-oh.us

Application # _____

ROW CONSTRUCTION/MINOR MAINTENANCE PERMIT

APPLICATION FEE: \$200 (TWO HUNDRED DOLLARS AND NO CENTS)

APPLICANT INFORMATION: (PLEASE PRINT OR TYPE)

Individual or Entity Name: _____

Individual or Entity Address: _____

Contact Person: _____ Phone # _____

Contact Person Address _____ Fax # _____

Ohio Utilities Protection Service registration # (if applicable) _____

Right of Way Registration # _____

Description of location where Construction/Minor Maintenance to be performed
(attach drawing if appropriate):

Description of the nature of the Construction/Minor Maintenance to be performed (attach any
schematics, plans or field drawings that assist in the description of the Construction/Minor
Maintenance to be performed):

Proposed Start Date: _____ Proposed End Date: _____

If proposed Construction/Minor Maintenance will interfere with vehicular traffic, describe proposed
plan for traffic maintenance:

If proposed Construction/Minor Maintenance results in digging or damage to the right of way,
describe plan for restoration of right of way to previous condition (attach drawings, schematics,
and specifications if necessary):

Authorized Representative of Applicant

Date

INSTRUCTIONS TO APPLICANT:

1. One application for construction and one construction bond may be utilized for multiple activities provided details of all Construction/Minor Maintenance are included with a single construction/minor maintenance permit application.
2. The application shall be accompanied by a non-refundable fee, payable with cash, check or money order made payable to the City of Whitehall. (See Application Fee on front page).
3. If in the sole discretion of the Public Service Director, the proposed work constitutes construction, then prior to the issuance of the ROW Construction/Minor Maintenance Permit, the Applicant shall submit a deposit with the City Fiscal Officer in an amount determined to be appropriate by the Public Service Director, but not less than \$5,000 in the form of cash, check or construction bond. The deposit will be released upon satisfactory completion of work and restoration of the right of way to its condition immediately prior to the initiation of the work. The City Fiscal Officer shall return the deposit posted within 30 days of notification of completion of the Construction/Minor Maintenance upon satisfactory site review by Public Service Director.
4. Applicant shall establish temporary apron of suitable material of sufficient depth and width on his/her property to permit deliveries of materials and turnaround for construction and other vehicles to prevent blocking of street traffic and damage to street pavement. Material should be of sufficient depth to prevent mud dragging onto the street pavement. Temporary culvert pipe for conveyance drainage under the apron can be made of any suitable material. However, the permanent culvert pipe under driveway pavement shall be a minimum of 12-inch diameter reinforced concrete pipe or greater diameter connecting to storm water drainage ditches or storm water systems as determined by the City Engineer.
5. Should the pavement condition, including that of berm, ditches or other items, become damaged, deteriorated or rendered useless or sub-standard as determined by the Public Service Director or his/her designee, it shall be the responsibility of the Applicant to restore them to original or better condition. The City shall bear no financial responsibility for the above. Should the Construction/Minor Maintenance not be completed or right-of-way not restored satisfactorily, the City may retain all or part of the deposit to perform corrective work.
6. It shall be the responsibility of the applicant to provide traffic control devices and other safety measures as required by the state and federal laws, rules and regulations.
7. Permit shall be valid for the dates set forth below approved by the Public Service Director or his/her designee. Construction/Minor Maintenance shall be completed and pavement and street right-of-way shall be restored to its original condition prior to the expiration of the ROW Construction/Minor Maintenance Permit. During construction applicant shall maintain pavement in a safe and passable condition. Should Construction/Minor Maintenance not be completed prior to the expiration of the ROW Construction/Minor Maintenance Permit, applicant will be required to re-file application with an additional non-refundable application fee. (See Application Fee on front page).
8. Applicant shall inform the Public Service Director and adjacent property owners within 200 feet on either side of the Construction/Minor Maintenance location of the proposed Construction/Minor Maintenance in writing, 24 hours prior to start of the Construction/Minor Maintenance.

Additional Conditions or Obligations:

The City of Whitehall hereby grants to the Applicant this non-exclusive ROW Construction/Minor Maintenance Permit for the performance of the Construction/Minor Maintenance set forth in the permit application and attachments and documents included therewith. The ROW Construction/Minor Maintenance Permit shall be valid only for the dates set forth in the Permit and only upon the payment of all applicable fees and deposits. Permittee shall comply with all of the provisions of Whitehall City Code Chapter 902 and any other applicable code sections of the Whitehall City Code related to work in the Right of Way and in the City in general.

Approved

Public Service Director

Date