



# Utility Construction & Maintenance Obstruction Permit Application

Rev.20180104

Contractor Name: \_\_\_\_\_ Today's Date: \_\_\_\_\_

Sub-Contractor (if working under Contractor's bond): \_\_\_\_\_

Contact Name and Phone Number: \_\_\_\_\_

Job Address: \_\_\_\_\_

Description of Work: \_\_\_\_\_

Is this work to maintain existing system, or establish new?

Circle One: Existing New *If new, submit plans for review*

Portion of R.O.W. to be closed: \_\_\_\_\_

Type of Signage/Traffic Control: \_\_\_\_\_

Parking Meters Affected (how many/street location): \_\_\_\_\_

Work Start Date: \_\_\_\_\_ Work Finish Date: \_\_\_\_\_

Work Hours: \_\_\_\_\_

Does this require a dig?  Yes  No

*Dig (\$100 3-day min) Non-Dig (\$25 per day – first 3 days) Additional 3 days (\$40)*

Payment Type:  Credit Card  Check  Deposit

Would you like to receive your permit by fax or email?

Fax number: \_\_\_\_\_ Email: \_\_\_\_\_

Please attach a map of the proposed work area. Map is to include:

- North arrow
- Names of streets or roads
- Manholes (if applicable)
- Any identifying relative features
- Dimensions to curb, intersections, CL of road, etc.
- Specify physical aspects of work
- Specify how much ROW will be interrupted

## MINIMUM 24 HOUR NOTICE REQUIRED

*This application must be filled out in its entirety before an obstruction permit will be granted. The issuance of a permit may take up to three working days. Applications submitted after 2:00 pm may not be processed until the following day. Work performed without a permit is subject to the appropriate fines and penalties.*