

City of Palo
2800 Hollenbeck Rd
Palo, IA 52324
Phone (319) 851-2731
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Email: deputyclerk@cityofpalo.com
Web: www.cityofpalo.com

**Application for Permit
Working in Right of Way & Excavations
in Streets & Public Property**

Fee: \$25.00

Permit # _____
Emergency Permit # _____

Please Print Clearly in Ink

| | | |
|---|--------------------------|-----------------------------------|
| Applicant _____ | | Day Phone: _____ |
| Address: _____ | | Evening Phone: _____ |
| _____ | | Cell Phone: _____ |
| Email Address: _____ | | Fax Number: _____ |
| Date: _____ | Bond: Yes _____ No _____ | |
| Location of work: Address: _____ | | |
| ROW _____ | Paving _____ | Unimproved Street _____ |
| | | Parking Area _____ Easement _____ |
| Reason for Excavation: _____ | | |
| Date work to Start: _____ | | Finish: _____ |
| Open Trench Method to be Used: Yes _____ No _____ | | |

Traffic control provided by _____
(Insured Traffic Control Contractor)

City of Palo requires the applicant – through an insured traffic control contractor – to provide all traffic control measures required by the City Traffic Engineering Department. Said Contractor shall furnish, erect and maintain the necessary traffic controls such as signs, barricades, flares and flaggers (police officer when required) as required by the City. Traffic controls provided shall be in conformance with the City “Manual for Street Construction and Maintenance Operations” and the “Manual on Uniform Traffic Control Devices for Street and Highways” as adopted by the Iowa Department of Transportation.

The applicant agrees that if granted a permit for construction work on City property as described above the following stipulations shall govern:

1. The applicant must file the original with the City of Palo, City Hall located at 2800 Hollenbeck Rd., Palo, IA 52324.
2. The permit for “Working in Right of Way & Excavations in Streets and Public Property” will be held on file for a one month period from the date of the permit. If work is not begun during that time, the permit will become void and be destroyed. A new permit will have to be obtained at the time the work is to be done.
3. The construction work will conform to the ordinances and Standard Specifications of the City relative thereto. A valid Bond as required in Section 9.27 of the Municipal Code must be on file with the City Clerk.
4. The street pavement shall not be cut by an open trench method unless the permit specifies and if open trenching is allowed, sufficient width must be kept open for the passage of traffic.
5. When trenching occurs in rocked or oiled streets, the surface shall be replaced to its original condition satisfactory to the Street Department.
6. All cuts in concrete paving shall be sawed and the reinforcement rods shall be bent back and replaced with suitable splices before pouring concrete. Expansion and construction joints shall be replaced.
7. All pavement, sidewalks and other improvements disturbed by the repairs to the opening shall be replaced in accordance with the Standard City Specifications and Ordinances and to the satisfaction of the Street Department.
8. The backfilling of all trenches shall be mechanically tamped from the bottom to the top to prevent future settlement and the surfacing shall be restored to its original condition. In sodded parking the sod shall be replaced or the surface finished in a manner satisfactory to the adjacent property owners.
9. The petitioner shall assume the responsibility of maintenance costs for restoring any parking, paving, street surfaces, driveways and sidewalks due to settlement of the trenches or improperly restored improvements over such trenches for a period of 4 years.

(continued on Page 2)

The applicant agrees that if granted a permit for construction work on City property as described above the following stipulations shall govern (continued from page 1):

10. The applicant shall notify the Traffic Engineering Department, Forestry Department and the Public Works (Street Department) 24 hours in advance of starting work. The City Engineering Department shall also be notified 24 hours in advance if a sanitary sewer tap or other sewer work is involved. It shall be necessary to notify the Fire Department, Police Department and Ambulance Service only if the street is to be entirely closed to traffic.
11. The applicant shall notify the Gas, Electric and Telephone utility companies and the Municipal Water Department for location of their underground facilities prior to excavation.
12. The Forestry Department shall be immediately notified of any damage to the trunk, limbs or roots within the drip line of any city tree.
13. Emergency permits will be issued in cases involving the repair of broken services by contacting the Public Works Department with the necessary information. Regular application shall follow.
14. We hereby agree to the terms and conditions set out in the foregoing application and specifically agree to protect, defend and hold the City harmless against any and all damages that might arise by reasons of the granting of the application and issuance of the permit.
15. If the applicant fails to comply with the above conditions or the specifications for Excavations in Streets and Public Property, additional permits will not be issued and further work in Streets and Public Property will not be allowed without approval by the City Council.

Signed _____
(Applicant)

(Applicant Address)

By: _____
(Company Representative)

(Title)

Recommend for Approval

Traffic Engineering Department

Permit Granted _____, 20____
City of Palo, Iowa

Recommend for Approval

Engineering Department
(Sewer Replacement, New Taps and Cut Offs)

Permit Fee
\$ _____