



Right of Way Permit #: \_\_\_\_\_

## N.C.F. PUBLIC RIGHT-OF-WAY PERMIT APPLICATION

### ALL WORK IN THE RIGHT-OF-WAY REQUIRES A PERMIT

Date: \_\_\_\_\_

Applicant Name: \_\_\_\_\_ Project/Job I.D.#: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Postal Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

Location of Proposed Work: \_\_\_\_\_

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

Requested Start Date: \_\_\_\_\_ Construction Duration: \_\_\_\_\_

Project Contractor: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Title: \_\_\_\_\_

Postal Address: \_\_\_\_\_

24 hour Emergency Contact Person: \_\_\_\_\_ Cell Number: \_\_\_\_\_

Email Address to Send Permit: \_\_\_\_\_

#### Application Submittal Requirements:

Pursuant to the State of Florida House Bill No. 687 and in accordance with the City of Daytona Beach Ordinance No. 18-17, Chapter 86, which amended Article III of the City of Daytona Beach Code of Ordinances (hereinafter the "City Code"), all companies desiring to place, operate, maintain a structure, utility, facility or conduit, in the City of Daytona Beach (hereinafter the "City") right-of-way, or a utility pole used to support utilities and facilities, above and/or below grade in the City right-of-way, must be fully compliant with the City Code for the City and provide, in addition to but not limited to, the following information:

1. Prior to construction, the permittee & contractor are responsible for locating, horizontally and vertically, all existing above and below ground conditions and improvements for accurate depiction on the design plans.
2. Submit scaled (1" = 40') design drawings in paper and/or electronic (PDF) form which will show:
  - a. Rights-of-way.
  - b. Locations of all existing utility lines, equipment, and other facilities in the area of proposed construction.
  - c. Detailed location(s) of all work zones of improvements, modifications, utility poles and other buried equipment to be placed within the City right of way.
  - d. Routes of all utility lines to be installed or removed and sites of all equipment and other facilities to be installed or removed.
3. Submitted design drawings must also include a Maintenance of Traffic plan addressing vehicular and pedestrian safety and management.
4. Provide detailed information with regard to proposed construction methods (trenchless technology shall be used for all underground construction except where not technically feasible).



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5. Notify the Technical Services Division at (386) 671-8628 two (2) business days prior to any excavation or any design changes required due to field conditions.
6. All open pavement cuts shall be straight cut and conform to the City of Daytona Beach Utilities Department Standard Construction pavement cut & patch detail S-9, latest edition, and be completed within three (3) calendar days unless the permit specifies otherwise. All other repairs and restoration shall be performed within seven (7) calendar days to conditions which are at least as good as the conditions which existed prior to commencement of construction. Failure to do so may cause construction to be shut down and/or the permit to be revoked.
7. Notify the Technical Services Division at (386) 671-8628 upon completion of construction and provide scaled (1" = 40') design as-built drawings to the City in paper and electronic (PDF) form within seven (7) calendar days of completion of construction. New facilities may not be placed in service until an inspection has been performed by the City. A permittee/contractor who does not comply with the terms of this application may incur monetary charges for work performed by the City to protect residents or repair the permittee/contractor's restoration work.
8. No sidewalks, driveways, roadways, or other surfaces shall be disturbed unless clearly defined in the permit request design drawings and approved by the City Engineer or designee.
9. A copy of the issued Right of Way Permit must be on site at the time of scheduled construction and available upon inspection request.
10. Permittee/contractor shall install and maintain new sod and other vegetation after completion of construction. Permittee/contractor shall repair all damage which may result from any work in the rights-of-way (including personal property and vehicles), as provided in City Code Section 86-138(c), and maintain the repaired or restored property or surface for twenty-four (24) months, as provided in City Code Section 86-142(c).
11. Permittee is obligated by law to indemnify, and hold the city harmless, as provided in City Code Section 86-145, from all damages, costs, losses, or expenses caused by failure to comply with the requirements of this permit or arising from the permittee's use of the right-of-way and to comply with all City laws, including current and future laws governing use of the right-of-way. It is also obligated by law to provide proof of a performance guarantee as provided in City Code Section 86-144(c).
12. Permit application shall be signed by a person who is authorized to legally bind the applicant to all the terms and conditions of this permit.

I, (*print name*) \_\_\_\_\_, do hereby make application to the City of Daytona Beach for a permit to perform the above noted construction in, on or under the public right of way of the City of Daytona Beach. By my signature below, I have verified the existence and location of all existing utilities, above and below grade, within the proposed construction area with the appropriate utility or service provider in compliance with the City of Daytona Beach Ordinance No. 18-17.

Date: \_\_\_\_\_

Applicant's Name (*print*): \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

Applicant's Title: \_\_\_\_\_



The CITY OF DAYTONA BEACH

"THE WORLD'S MOST FAMOUS BEACH"

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**Submit Application to:**

**trimarchiphil@codb.us**

or

**THE CITY OF DAYTONA BEACH**

**TECHNICAL SERVICES DIVISION**

**P.O. BOX 2451, DAYTONA BEACH, FL 32115-2451**

**ATTENTION: PHIL TRIMARCHI**

**PHONE #: (386) 671-8628**

**FAX #: (386) 671-8620**