

CITY OF MAITLAND RIGHT-OF-WAY UTILIZATION PERMIT

Revised 06/3/13

OFFICIAL USE ONLY

Fees: \$ _____

PERMIT # _____

(Permit **must** be on job site.)

PERMIT EXPIRES: _____

Issue Date: _____

PERMITTEE: _____

ADDRESS: _____ Phone No. _____

_____ Fax No. _____

Email address: _____

DESCRIPTION AND STREET ADDRESS OF WORK: _____

Proposed work will start on _____ and be completed by _____
(date) (date)

Subcontractor's Name: _____ Phone/Fax No. _____

Number and Type of Underground Road Crossing: NONE _____ JACK/BORE _____

OPEN CUT (PAVED) _____ OPEN CUT (UNPAVED) _____ OTHER _____ (SPECIFY)

CONSTRUCTION COSTS (Contract Amount - Includes Labor, Materials, etc.) * \$ _____

* Note: Construction Costs refer to labor & materials for work performed in the right-of-way only.

APPLICATION FEES:

1. Sidewalks, Driveways, etc., for single-family homes: \$15.00
2. All others: \$90.00, plus 1% of total right-of-way construction costs.

NOTE: The City requires one copy of the plans to be submitted with each application for the permit. **Photos** of existing conditions for proposed construction area are to be submitted with R-O-W permit application. A copy of the approved permit will be returned to the applicant and the original will be kept in the City's files. Call for utility locates 48 hours prior to commencement. **For locates, call Sunshine One-Call at 1/800/432-4770.** All Utility locates expire 21 calendar days after request was made.

Submitted for the PERMITTEE by: _____
Name and Title (Typed or Printed Legibly)

Signature: _____ Date: _____

**CITY OF MAITLAND
RIGHT-OF-WAY UTILIZATION PERMIT
INSTRUCTIONS AND CONDITIONS**

1. The PERMITTEE declares that the existing right-of-way users and municipalities in the immediate construction area or installation were notified of the proposed work by the Applicant.
 2. It is understood and agreed that the rights and privileges within this permit are granted only to the extent of the City's right in the land to be entered upon and used by the permittee; and the permittee will assume all risk of and defend the City of Maitland against all liability arising in any manner in the exercise by the permittee of the permitted rights and privileges.
 3. Maitland City Code, Section 10-11(c), prohibits construction activities before 7 am and after 9 pm weekdays and at all other times, unless specifically approved by the City Building Official.
 4. Applicant declares he will ascertain the location of existing utilities, both aerial and underground, before starting work.
 5. The Applicant shall give a 48-hour written notice of construction to each property owner bordering the construction route.
 6. It is expressly stipulated that this permit is a license for permissive use only and that the placing of facilities upon public property under this permit shall not operate to create any property right.
 7. The construction and/or maintenance of a utility shall not interfere with the property and rights of a prior occupant.
 8. The holder of this permit shall provide traffic control in accordance with FDOT Index 600 Series and the Manual on Uniform Traffic Control Devices for Streets and Highways. PERMITTEE shall prevent any obstructions or conditions that are or may become dangerous to the traveling public.
 9. PERMITTEE is responsible for installing erosion control measures so that all drainage structures and systems (pipes, swales, etc.) affected by the proposed work are protected from siltation or direct transmission of street debris.
 10. Materials and construction methods for pavement and concrete replacement shall be in accordance with the latest edition of the Florida Department of Transportation Standard Specifications for Road and Bridge Construction.
 11. Directional boring shall be done in all cases where streets were resurfaced within two years unless exempted on this permit. No jetting (air or water) will be permitted.
 12. Where permitted utility is installed in a parkway, the area shall be restored including but not limited to restoration of sod, shrubbery, driveways, sidewalks, storm drains, retaining walls, curbs, irrigation systems, etc., in a period not to exceed one (1) week from the completion date permitted; and restoration shall be of the same type material(s) and equal to or better than original, unless exempted by prior approval of the Public Works Director.
 13. Brick street repairs shall be restored to original condition and be free of sags and dips.
 14. All debris shall be removed on a daily basis.
 15. Landscape beds are not to be used for storage of excavated materials or as a staging area.
 16. Tarps or similar material shall be placed between excavated materials and grassed areas, roadway, or sidewalk.
 17. Special cases NOT covered by the above must be discussed with the Public Works Department and outlined below prior to any construction.
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PERMITTEE, by signing this permit, acknowledges General Standards 1 and 2 contained in this permit. PERMITTEE acknowledges that the limitations with regard to brick pavers, colored concrete, specialty concrete, specialty hardscape and the use of City easements has been related to the Owner.

PERMITTEE: _____
Name and Title (Typed or Printed Legibly)

Signature: _____ Date: _____

APPROVED BY: _____ Date: _____
Public Works Director or Designee

Comments: _____

In **emergency situations** where the street is opened prior to application, the Public Works, Police, and Fire Departments must be notified immediately at (407) 539-6231.

ANY AND ALL DAMAGE TO CITY OWNED PROPERTY INCLUDING, BUT NOT LIMITED TO, WATERMANS, SEWER MAINS/LATERALS, STORMWATER LINES, CURB OR STREET SURFACE SHALL BE REPORTED TO 407/539-6231 IMMEDIATELY!

PERMIT FINAL INSPECTION CERTIFICATION

DATE WORK STARTED: _____

DATE WORK COMPLETED: _____

DATE RESTORATION COMPLETED: _____

SUNSHINE ONE-CALL NO.: _____

INSPECTED BY: _____ DATE: _____

I the undersigned PERMITTEE do hereby CERTIFY that the construction approved by the above numbered permit was inspected and installed in accordance with the approved plans made a part of this permit and in accordance with the City of Maitland's current Code and Ordinances. All plan changes have been approved by the City's Engineer and are attached to this permit. I also certify that the work area has been restored to as good or better condition than when the work was begun.

PERMITTEE: _____
Name and Title (Typed or Printed Legibly)

Signature: _____ Date: _____

City of Maitland

Standards for ROW Construction

Note: Any construction, repairs, etc. that is performed within the City Right-of-Way requires a City of Maitland Right-of-Way Utilization Permit.

GENERAL

1. Decorative brick pavers, specialty Hardscape, and colored concrete may be installed within City right-of-way under certain conditions. Any brick pavers, specialty Hardscape, or colored concrete installed within City right-of-way will not be repaired, replaced, or maintained by the City. City will replace or repair only that portion of driveway, sidewalk, walkway, or other Hardscape that lies within City right-of-way utilizing asphalt or regular concrete (no pavers, colored concrete, specialty concrete, or specialty Hardscape, etc).
2. With regard to easements held by the City of Maitland, the City or other utility owners may need to enter this easement to service or maintain utility facilities from time to time. The City or other utility owners will not be held responsible for damage to the above described structure incurred during service to or maintenance of the utility facilities.

SIDEWALKS

1. All sidewalks shall be 3000 PSI concrete with a minimum thickness of 4-inches and a slump of 4 to 5 inches. Sidewalk may not be constructed of colored concrete, specialty concrete, specialty Hardscape or asphalt.
2. Where sidewalks cross driveways, the minimum thickness shall be 6-inches..
3. Expansion joints (bituminous) shall have a maximum separation of 32-feet. Additionally, expansion joints shall be located on each side of a driveway. A tooled joint shall be installed at a separation that will match the width of the sidewalk (not to exceed 10-feet).
4. Sidewalks shall match existing width and be a MINIMUM of 4-feet wide, except as noted and approved on plans indicating otherwise.
5. Concrete shall be tool joint and edged with mechanical edger (no saw cuts) and a light broom finish applied.
6. Concrete abutting the edge of an asphalt pavement shall have a thickened edge of 9-inches wide by 12-inches deep.
7. In order to reduce honeycombing, concrete edges shall be compacted/condensed.

DRIVEWAYS

1. Driveways shall be constructed of 3000 PSI minimum concrete with a minimum thickness of 6-inches.
2. All new installations require a 3-foot flare on each side the driveway apron between sidewalk and curb or road area.
3. Light broom finish and finished edges are required, unless otherwise noted on plans.
4. Expansion joints(bituminous) shall be installed at intersection of driveway and curb, (if curb exists).
5. If no curb exists, the new driveway shall be poured or paved at an elevation of $\frac{3}{4}$ to 1-inch above existing road surface.
6. Concrete abutting the edge of an asphalt pavement shall have a thickened edge of 9-inches wide by 12-inches deep.
7. Brickwork base material shall be Durarock, Road Base 3/8 minus from Promax or concrete fines with a minimum thickness of 6-inches. Compact base material to a minimum of 98%. The sand leveling bed shall be natural or manufactured from crushed rock no less than 1" thick and placed on top of the compacted base.
8. New brick paver driveway construction shall have a 12-inch thick ribbon curb between the brickwork and existing edge of road. Ribbon curb shall meet City specifications.

CURBS

1. New curbs shall be formed and poured to match existing curb, unless otherwise noted and approved on plans.
2. When removing existing curb to make a new driveway the contractor / homeowner shall remove all curbing 3-feet back on each side of driveway and reinstall transitioning the curb ends to driveway. (Cut-off curb ends is not permitted).

ROADS

1. Asphalt roadways shall be constructed or repaired using FDOT "S-1" or "S-3" type material. Thickness shall match existing roadway asphalt thickness.
2. Concrete or brick road repairs shall be done to match existing roadway, or as noted on approved plans. (Concrete repairs of roads shall utilize a minimum 4000-PSI concrete mix).
3. New brick road construction shall have a 12-inch thick ribbon curb surrounding the brickwork. Ribbon curb shall utilize fiber mesh reinforcing. The sand leveling bed shall be natural or manufactured from crushed rock no less than 1-inch thick and placed on top of the compacted road base.

ROADWAY PATCHING

1. The base material and surface course shall be, at a minimum, the thickness and material type of the existing roadway.
2. The time period between the restoration of the base material and the application of the finish surface course shall not exceed 48-hours.
3. Before the surface course is applied, the area shall be squared to form a rectangle, the sides of which shall be a minimum of 2-feet from the farthest extension of the hole on all sides. The minimum width of patch shall be 5-feet.

Note: Work within the right-of-way near or on street trees or other vegetation will require a Right-Of-Way permit with Arborist Conditions.