

Form Instructions: Enter quantity for items (1) - (8) as needed for right-of-way permit request. Please submit completed form with Obstruction of ROW Permit request to: dg_pw_permits@cityofgainesville.org

	Amount		Quantity
(1) Application base review and processing	\$125.00	X	
(2) Each bore / trench / segment for infrastructure (to and from each underground junction box, pedestal, valve, manhole, inlet, etc.):			
a.) Under roadway	\$50.00	X	
b.) Perpendicular to roadway	\$30.00	X	
(3) Each roadway cut location (per entrance)	\$250.00	X	
(4) Each 500 linear feet of underground infrastructure	\$35.00	X	
(5) Each 100 sq. ft. of sidewalk construction / demolition / replacements	\$25.00	X	
(6) MOT for sidewalk / multi-use path closure (per month)	\$100.00	X	
(7) MOT within roadway:			
a.) Full road closure per month (requires detours)	\$2,000.00	X	
b.) Single lane closure per month (requires flaggers or similar to maintain the flow of traffic)	\$250.00	X	
(8) Permit time extension (maximum 3 months per request as approved by Public Works Dept); Limit 2 extensions per permit	\$62.50	X	

(9) Penalty for work without a permit, <i>if applicable</i> (TBD by Public Works Staff):			
a.) First offense Total Application Fee X 2 (Base fee + all other applicable permit fees)			TBD
b.) Second offense Total Application Fee X 2 + \$500.00 *Within a one-year period from first offense			TBD
c.) Third offense Total Application Fee X 2 + \$1,500.00 *Within a three-year period from second offense and no additional permits issued to offending entity for a period of two years from the time of third offense. Current permit shall only be issued to allow for the complete removal of unpermitted work and to return the right-of-way to its original state prior to the unpermitted work and acceptance by the PW Department.			TBD

(10) Additional fees, <i>if applicable</i> :		
a.) Parking fees - TBD by Public Works Staff		TBD

This area for city use only
WO#: _____
Comments: _____

Checklist for Applicants: <ul style="list-style-type: none"> • Submit fully completed form to: dg_pw_permits@cityofgainesville.org • Include required attachments listed below (certificate of insurance, plans, etc.) • Ensure certificate of insurance is current and lists the City of Gainesville as an additional insured • If work dates are unknown, notify Public Works five (5) working days prior to start. Review can start without dates known, but permit will not be issued until dates have been provided. • After completion of work, notify Public Works via the email above to close out permit 	For City Use Only	
	Permit #:	
	Date Received:	
	Date Approved:	
	Date Expires:	
Please Allow 14 Days for Review		

APPLICANT INFORMATION		
Applicant:	Company:	Date Submitted:
Daytime Phone:	Email Address:	
Project Address:		
Primary Contractor Name: (If subcontractor or owner is applicant)	Primary Contractor Phone:	
Description of Proposed Work in Right-of-Way:		

REQUESTED PERMIT TYPE (Check All Applicable)		
<input type="checkbox"/>	<p>Right-of-Way Obstruction Permit City of Gainesville Code of Ordinances, Chapter 23, Article V.</p> <p>A permit is required for any temporary obstruction of a public right-of-way, including but not limited to, obstructions affecting the general movement of vehicular or pedestrian traffic.</p>	<p>Type of Facility to be Added, Modified, or Impacted (check all applicable):</p> <p><input type="checkbox"/> Roadway <input type="checkbox"/> Sidewalk and/or Trail <input type="checkbox"/> Parking Bay and/or Meters <input type="checkbox"/> Bus Stop <input type="checkbox"/> Event Only (e.g. parade, festival, etc.) <input type="checkbox"/> Other (explain): _____</p> <p>Traffic Control Plan (check and attach all applicable):</p> <p><input type="checkbox"/> FDOT 600 Series Design Standard <input type="checkbox"/> Project Specific Traffic Control Plan (Signed & Sealed)</p> <p>Work Dates: _____ To: _____ (*as described in the checklist at top of permit)</p> <p>Work Times: _____</p> <p>FDOT AMOT Individual Name: _____ Cert #: _____ 24 HR Phone #: _____</p> <p>(Florida Department of Transportation Advanced Maintenance of Traffic Certification of individual responsible for implementation of Traffic Control Plan)</p>
		<p>Submit the following in addition to this application:</p> <ol style="list-style-type: none"> 1. Description of work to be performed if not sufficiently described above. 2. Site plans that show the location and dimensions of the proposed right-of-way work. 3. MOT Traffic Control Site Plan that meets FDOT standards -OR- Design Standard Index from FDOT 102 Series, if applicable. 4. Appropriate security (bond/LOC and proof of insurance that names the City of Gainesville as an additional insured. The City shall determine the amount of the security and applicant shall submit the City's security agreement. See insurance notes included in page 2. 5. Construction cost estimate of the work to be performed within the right-of-way.
<input type="checkbox"/>	<p>Construction Parking</p> <p>Parking is for placarded company vehicles and construction equipment needing to access the construction site (e.g. load & unload equipment/supplies). This is <u>not</u> for construction employee parking. Also excludes ADA parking.</p>	<p>Effective Dates: _____ To: _____</p> <p>Submit the following in addition to this application:</p> <ol style="list-style-type: none"> 1. Description of existing parking spaces effected immediately adjacent to the construction site (attach drawing if needed).

BOND INFORMATION		
Dollar Value of Work: \$ _____	Bond Posted: <input type="checkbox"/> YES <input type="checkbox"/> NO	Bond Amount: \$ _____

OTHER ASSOCIATED PERMITS (If Applicable)			
BLDG Permit	<input type="checkbox"/> Applied for	<input type="checkbox"/> Approved	BLDG Permit # _____

CONSTRUCTION PARKING

1. Permitted uses for construction parking permits (includes up to 5 spaces): loading, unloading, dumpster, portalet, etc.
2. Parking is for placarded company vehicles and equipment with a construction parking permit needing to access the construction site – this is NOT for construction employee parking. This excludes ADA parking.
3. If approved, this parking request is granted ONLY for the dates and times indicated above with appropriate fee payment to the City of Gainesville. Signage will be removed from the site on the end date/time specified above, unless a request for extension has been received five (5) business days prior to the end date/time originally approved.
4. Approval of this parking request is granted for the date and times indicated on the request.
5. Any City equipment/materials indicating construction parking will be removed from the site on the end date/time specified, unless a request for extension has been received in writing five (5) business days prior to the end date/time originally approved.
6. Construction parking can only be designated in existing parking spaces immediately adjacent to the construction site.

ROW OBSTRUCTION PERMIT REQUIREMENTS/CONDITIONS

1. Right-of-Way (ROW) Obstruction Permitting is subject to City of Gainesville Code of Ordinances, Chapter 23, Article V. By signature on this application, the permittee agrees to be bound by all conditions provided in Section 23-107 of the City's Code of Ordinances.
2. Applications must include the following: detailed description, location, planned dates, engineering details of the work, pavement restoration details (if applicable), traffic control plan, Certificate of Insurance, and cost estimate of work to be performed in the ROW. All permitted work shall be done in accordance with the standards established by the City of Gainesville and under the supervision of the Public Works Director or designee.
3. Permittees shall submit a Certificate of Insurance (COI) for the following: commercial general liability coverage for limits of no less than \$1,000,000 per occurrence combined single limit and \$2,000,000 in the aggregate; commercial automobile liability coverage for limits of no less than \$1,000,000 per occurrence combined single limit; and workers' compensation of no less than \$1,000,000. The policy must name the City of Gainesville as an additional insured. The City's Risk Management Director may reasonably raise or lower the amount required, and may allow an applicant to be self-insured for one or more lines of coverage.
4. The Public Works Director or designee may require the permittee to provide security in an amount reasonably determined by the City, if any excavation is made or if there is any risk of damage or detriment to the ROW. The City may use any construction cost estimate to determine the amount of security required. If security is required, the permittee must submit the City's security agreement.
5. **INDEMNIFICATION.** The permittee shall, at its sole cost and expense, indemnify, hold harmless, and defend the City and its officers, employees, and agents from all liabilities, damages, losses, claims, suits, causes of action, and costs or expensed of any kind or nature, including but not limited to reasonable attorneys' fees, for personal injury, death, property damage, or any other losses that arise from or are in any way connected with the ROW obstruction, whether any act or omission complained of is authorized, allowed, or prohibited by Chapter 23, Article V or any permit issued thereunder, except to the extent that such claims are caused by the sole negligence of the City. The permittee shall undertake, at its sole expense, the defense of any such claims, even if the claim is groundless, false, or fraudulent, and the permittee shall assume and defend not only itself but also the City, provided the City shall retain the right to participate by its own counsel and to select counsel of its own choosing. This indemnification is not limited in any way by a limitation of the amount or type of damages or compensation payable by or for the permittee under workers' compensation, disability, or other employee benefit acts, or the acceptance of insurance certificates required by this permit application, or the terms, applicability, or limitations of any insurance held by the permittee. The City does not waive any rights against the permittee that it may have by reason of this indemnification because of the City's acceptance of permittee's insurance policies required under this article, and this indemnification shall apply to all damages and claims for damages of any kind suffered regardless of whether such insurance policies shall have been determined to be applicable to any such damages or claims for damages. Nothing contained herein shall be interpreted as a waiver of the City's sovereign immunity as provided in Section 768.28, Florida Statutes, or as denying the City or permittee any remedy or defense available at law. This indemnification shall survive and be in full force and effect after any termination or cancellation of any permit.
6. All ROW work shall comply with the City's Engineering Design & Construction Manual as authorized by the Gainesville Code of Ordinances Chapter 30. The manual can be found at <http://www.gainesvillepublicworks.org/wp-content/uploads/2015-Engineering-Design-Construction-Manual.pdf>.
7. Traffic control plans shall comply with the MUTCD Chapter 6 and consist of FDOT 102 Series Indexes OR a project specific signed and sealed plan by a Florida Licensed Professional Engineer. Traffic control must meet FDOT standards. Traffic control plans shall be prepared and implemented by someone with the Florida Department of Transportation Advanced Maintenance of Traffic Certification. The certification number or a copy of the certification card must be attached to the permit application. The permit application must clearly identify an Advanced Certified Worksite Traffic Supervisor for the work site with their 24/7 emergency contact information. The permit holder is responsible for all traffic control and traffic detour work and expense.

- 8. If metered parking spaces will be obstructed, then the permittee shall pay a fee as determined by the PW Director or designee to compensate the City for lost revenue.
- 9. The use of cranes, hoists, and other mechanical equipment within the ROW shall be no longer than fifteen (15) calendar days, unless extended for good cause by the PW Director or designee. Full-tracked vehicles, including bulldozers and skid steers, shall not be off-loaded, on-loaded, walked, or operated in any paved ROW. Fixed-tower cranes may only be permitted by PW Director or designee if no suitable alternative exists and with submission of plans to ensure both the crane and its foundation are adequate and such use will not endanger public safety.
- 10. Permittees shall exercise due care and follow all safety practices required by applicable law or accepted industry practices. Permittees shall at all times be in full compliance with all applicable provisions of federal, state, and/or local laws.
- 11. If the City at any time determines that an emergency situation exists, including those involving any hazardous or harmful condition to public safety, and the permittee is not immediately available or is unable to immediately provide the necessary remedy, then the City shall have the right to remedy the situation with the total cost being charged to and paid for by the permittee upon demand.
- 12. The City shall have the right to inspect any work as it finds necessary to ensure compliance with the City's Code of Ordinances.
- 13. All property, both private and public, shall be restored to its original condition or better, as determined by the Public Works Director or designee. Upon completion of ROW work, the permittee shall notify Public Works at (352) 334-5070 to schedule a final inspection. Any security provided shall not be released or returned until the work is accepted by the City. Permittee guarantees any right-of-way restoration work for one year following completion.
- 14. Any permits issued may be conditioned with requirements the PW Director or designee finds reasonably necessary to protect the public health, safety, and welfare.
- 15. This permit does not in any way supersede present ordinances adopted by the City of Gainesville.
- 16. Project Specific Conditions:

By signature below, the Applicant/Permittee attests to having read and understood, and seeking legal counsel if needed, the conditions provided in this permit application and City of Gainesville Code of Ordinances Chapter 23, Article V, and hereby agrees to the terms and conditions provided.

WITNESSES:

APPLICANT/PERMITTEE:

Sign: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Sign: _____

Print Name: _____