

Application for Right-of-Way Permit
City of Canton - Public Works Department
Phone: 573-288-4413 Fax: 573-288-3738

Permit # _____
Issue Date: _____
Expiration Date: _____

SECTION I: PROJECT

Project Name: _____

Project Address: _____

Type: Concrete Drainage Grading Landscaping Fiber Optic
 Paving Sewer Water Electric / Gas Misc _____

Scope of Work: _____

SECTION II: APPLICANT

Name: _____ Address: _____

City / State / Zip: _____ Phone: _____ Fax: _____

Emergency Contact: _____

SECTION III: OWNER / DEVELOP (Not contractor)

Name: _____ Address: _____

City / State / Zip: _____ Phone: _____ Fax: _____

Emergency Contact: _____

SECTION IV: CONTRACTOR

Name: _____ Address: _____

City / State / Zip: _____ Phone: _____ Fax: _____

State License # _____ City Tax # _____

Job Site Contact: _____ Emergency 24 hr Phone Number: _____

I hereby certify that the information on or with this application is true and correct, that there are no code violations that I am the owner of the development, or for the purpose of obtaining this permit approval I am acting as agent on his or her behalf. I have read the Engineering Construction Permit submittal application and packet and understand that if my application is not complete in all respects, it will be returned without review until such time as it is complete.

Signature _____ Print Name _____ Date _____

FEE SCHEDULE EXHIBIT A

PERMIT FEES:

<input type="checkbox"/>	Right-of-Way Application Fee	N/A for sidewalk replacement program	\$50.00
<input type="checkbox"/>	Permit Extension Fee		\$30.00

- * All fees shall be paid via cashier's check or money order payable to "City of Canton".
- * Fees/applications are to be submitted to Canton City Hall
 - Mailing address: P. O. Box 231, Canton, MO 63435
 - Physical address: 400 Lewis St., Canton, MO 63435
- * Permits to perform work with the City right-of-way shall be valid for up to sixty days.
- * Permits needed for additional time must be renewed prior to expiration date and will not be reissued until the renewal fee is paid.
- * Permits must be able to be produced upon demand
- * Contractors are responsible for providing all traffic control devices including signs at their own expense.

Three (3) copies of the approved and signed Improvement Plans. (Half sizes will be accepted) for the following:

- * Field copy
- * Office copy

Application for Construction Permit
Copy of Contractor's Liability Insurance (\$2,000,000 min)

Traffic Control Plan(s) and Construction Schedule

Exhibit B

General Provisions

1. The applicant shall contact the Public Works Department (573) 288-4413, five (5) days prior to start of construction to coordinate work with these departments, including water and sewer mains.
2. The applicant is required to maintain a minimum of ten feet (10') horizontal and eighteen inches (18") vertical separation between water lines, sanitary sewer lines, and/or storm water lines.
3. Saw cutting is required if excavation of surface pavement is necessary. Where pavement surfaces are excavated, restoration should be completed within 48 hours.
4. Erosion and sediment control is required and must comply with any City erosion and sediment control ordinances. Any sediment entering City drainage systems shall be removed.
5. Disturbed areas shall be stabilized and re-grassed once work is completed. New sod must be watered until survival is assured.
6. Roots, trunk, and branches of city trees shall not be cut, pruned, or removed without prior consent from the Public Works Department.
7. No trench in pavement can be kept open more than five days. The permit will be void if this time period is exceeded. If work cannot be completed within the dates specified, a request for extension must be made to the Public Works Department at 573-200-8444.
8. Approval of this work permit does not permit detouring of traffic or street closing unless specifically approved by the Public Works Director. The method of street closing or traffic detour must accompany the permit application.
9. The applicant further agrees to give the City of Canton's Public Works timely notice of readiness for inspection, a **minimum of 24 hours**.
10. Permittee must warrant all work, including settlement of backfill, for two (2) years.
11. Applicant must comply with all City parking regulations.
12. Contractor is responsible for notification of residents/businesses if access to their property is to be restricted during construction.

Safety

1. Blasting is not permitted unless prior approval is given by the City.
2. For trenching operations, it is applicant's responsibility to be familiar with and follow the provisions of the Department of Labor and OSHA regulations.
3. Contractor shall notify area utilities through the statewide MO One Call (800) 344-7483 prior to any excavation.
4. Permittee agrees to abide by the MUTCD traffic standards.
5. All work must fully comply with the provisions of the "Overhead Power Line Safety Act". The applicant is responsible for contacting the appropriate electric utility in advance, and is responsible for compliance with federal clearance requirements.

Roadway, Sidewalk, and Boulevard Replacement

1. Installation of pipe under concrete or high type bituminous pavements shall be done by jacking or boring, unless trenching is specifically permitted in the Special Provision section of the permit.
2. All backfilling shall be in accordance with City of Canton standards as approved by the Public Works Director. The Public Works Director shall be given notice of operations to allow for them to inspect the work in progress.
3. All surfaces shall be restored in accordance with AWWA standards and be approved by the Public Works Director.
4. All surfaces shall be restored by the Contractor with the exception of street surfaces which will be replaced by the Public Works Department and charged to the Contractor at rates approved by the Board of Aldermen
5. For a period of two (2) years following project completion, If settlement occurs or the excavation area caves in so that replacement materials settle at any time, or if the roadway surface deteriorates or fails to serve as well as the original surface, it shall be repaired and replaced by the Applicant to the satisfaction of the Canton Public Works Director.
6. The Applicant shall be responsible for sod placement and shall individually notify, within 3 days prior to placement, the relevant property owners.

Mapping

1. Permittee agrees to provide construction plans prior to work in either electronic copy or hard copy, and as built construction information to the Public Works Department upon project completion.

The applicant shall assume all liability for and save the City of Canton, its agents and employees harmless from any and all claims for damages, actions, or causes of action arising from work done under this permit.

Right-of-Way Access Permits have a sixty day (60) expiration period, and sixty days (60) for each extension unless approved by Public Works.

Construction permits have up to a sixty (60) day expiration period, depending on the project.

(I, we) the undersigned herewith accept the terms, conditions, and general provisions of the regulation as set forth by the City of Canton and agree to fully comply therewith to the satisfaction of the Public Works Director.

Organization: _____

By: _____ **Date:** _____

Chapter 510. Streets, Sidewalks and Other Public Places

Article IV. Public Rights-of-Way

Section 510.200. Permit Required When — Penalty.

[Ord. No. 783-C §1, 9-19-2016]

- A. *Permit Required.* Any person, corporation, or other legal entity that intends to engage in any construction, repair, or any form of activity that will encroach upon, disturb, block, disrupt, or in any way affect any public right-of-way, road, street, alley, sidewalk, or any other type of public way or place within the City of Canton, Missouri, shall first apply for a permit under the following terms and conditions:
1. Make a written application for a "right-of-way permit" at the office of City Clerk of the City of Canton, Missouri.
 2. Pay the required fee by cashier's check or money order as set forth in and provided for in the Fee Schedule, Exhibit A^[1], attached hereto and made a part of this ordinance by reference.
[1] *Editor's Note: Exhibit A is held on file in the City offices.*
 3. Comply with all general provisions, safety requirements, replacement requirements, and mapping requirements as set forth in Exhibit B^[2] attached hereto and made a part hereof by reference.
[2] *Editor's Note: Exhibit B is held on file in the City offices.*
 4. At the time of making the application for a permit, furnish to the office of the City Clerk the following documents:
 - a. Three (3) copies of the approved and signed improvement plans (half sizes will be accepted) for the following:
 - (1) Field copy.
 - (2) Office copy.
 - b. Application for a construction permit accompanied by a certificate of contractor's liability insurance in a minimum of two million dollars (\$2,000,000.00).
 - c. Traffic control plans and construction schedule.
- B. *Penalties For Violation.* Any person, corporation, or other legal entity convicted of violating the provisions set forth in this Section shall be deemed guilty of a misdemeanor and upon conviction shall be liable to punishment as provided in Section 100.220 of the Municipal Code of the City of Canton, Missouri.