

# City of Lake Ozark

## Right of Way Excavation Permit

The undersigned submits the following application and information for the issuance of a Right of Way work permit.

- 1.) Name and Billing address of applicant/company: \_\_\_\_\_  
\_\_\_\_\_
- 2.) Field Work Contact Name(s) \_\_\_\_\_  
\_\_\_\_\_
- 3.) Telephone numbers/ Cellular phone numbers: \_\_\_\_\_  
\_\_\_\_\_
- 4.) Description of work \_\_\_\_\_  
\_\_\_\_\_
- 5.) Location \_\_\_\_\_  
\_\_\_\_\_
- 6.) Number of days to complete \_\_\_\_\_  
\_\_\_\_\_

In consideration of the issuance of the Right of Way work permit, the applicant agrees to abide by the following terms and conditions:

- a.) Abide by the attached written policies concerning work permits as well as all applicable City of Lake Ozark regulations.
- b.) The applicant understands and agrees that a Right of Way permit may be suspended or revoked at the Public Works Directors discretion in the event the applicant fails to abide by the written policy at any time.

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

Applicant's Printed Name: \_\_\_\_\_

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### Office Use

Permit Fee: \$50.00      Date Paid: \_\_\_\_\_

Deposit Amount: \$250.00      Date paid: \_\_\_\_\_

Cash Collection Code: 196

Cash Collection Code: 215

Sure Bond Amount Required: \$5000.00

Bond Provided:    Y / N

Director Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Permit Number: \_\_\_\_\_

## **RIGHT OF WAY WORK PERMITS**

**APPLICABILITY:** This policy shall be applicable to excavation work performed within City owned or maintained road right of way. The term “excavation” as used in this policy means work that results in the alteration or damage of the road surface, drainage ditches, curbs and gutters, or other drainage structures, traffic control devices or city maintained pedestrian walkways within the road right of way. Excavation also includes actions which physically undermine the structural integrity of the road base or road drainage or traffic control devices or pedestrian walkways within the right of way. This policy does not apply to construction permits issued to developers or other persons who desire to construct new public roads or streets for which a plat is required under the subdivision regulations of the City of Lake Ozark and which are intended to be dedicated to public use and accepted for maintenance by the City. This policy also applies to construction of private roads and driveways when permitted or regulated under planning and zoning when private roads or driveways connect to city maintained roads.

**WORK PERMIT:** A work permit will be issued to the applicant who wishes to perform excavation work within the City of Lake Ozark road right of way. The issuance of the permit is subject to the following terms and condition to which the applicant must agree to.

Work permits shall be applicable to excavation work as follows:

1. For installation of utilities, no excavation work shall be performed closer than 5 feet to the edge of any paved street, or road. This shall include all bores and pushes.
2. For installation of utilities, no excavation work shall be performed closer than 3 feet to the edge of any unpaved, or gravel street or road.
3. Bores and pushes shall be a minimum of 36 inches under the edge of any paved street.
4. Bores and pushes shall be a minimum of 30 inches under the edge of any unpaved or gravel street or road
5. Any installed utilities shall be buried a minimum of 24 inches deep when paralleling any street or road, and shall be a minimum of 24 inches below the bottom of any ditch line.
6. Any excavated or disturbed ground shall be smoothed and cleaned of any large rocks or debris (to be removed from the site) and seeded and strawed so site may be mowed in the future.
7. Any additional work not included in this application must be submitted to the Public Works Director or Inspector.

8. Any drive way, or road accesses across drainage ditches require a minimum 15 inch galvanized steel or concrete culvert pipe where drainage ditches are present. Under no circumstances are ditches allowed to be filled in.
9. Drive ways must be a minimum of twelve (12) feet wide from road edge to the back of the right of way.
10. Private roads must be a minimum of twenty four (24) feet wide from road edge to the back of the right of way.
11. If any work performed under this permit changes in scope and no longer meets the criteria for this permit, another application must be filed with the City of Lake Ozark as soon as the changes in scope has been identified.
12. The City of Lake Ozark will do spot checks on excavation work periodically.
13. Applicants must consistently comply with the terms and conditions of the permit agreement. The City of Lake Ozark will document non-compliance, and the proper authorities will be notified of any violations, or patterns of violations warranting any corrective actions which may result in permits being suspended or revoked
14. Any excavation work, or any disturbance of land in the right of way that result in any damage to the road surface or drainage ditches, curbs, gutters, or other drainage structures, traffic control devices or City maintained pedestrian walkways within the right of way or the structural integrity of the road base or road drainage, then the applicant shall upon notice for the City of Lake Ozark promptly repair and restore such damage at its expense, and in a good workmanlike manner, and to the reasonable satisfaction of the Public Works Director. If applicant fails to do so, any or all of required deposit may not be refunded, and applicant may be charged for any additional repairs the city is required to make.