



Right-Of-Way License Application

City of Coffeyville Department of Engineering Services

P.O. Box 1629, Coffeyville KS 67337 (620) 252-6006

Right-of-Way

TTC

Dumpster

(Please allow a minimum of 3 days for processing)

Section 1: Information

License # _____ Date _____ Approx. Start _____

Right Of Way User* _____ *Only applicable to work performed by a Right-Of-Way user or subcontractor working under a user.

Company Name _____ E-mail _____

Company Address _____ Business Phone _____

Business License. # _____ Mobile Phone (Field Supervisor) _____

Last, Middle, and First Name (Applicant) _____ Last, Middle, and First Name (Field Supervisor) _____

Job Address _____ Job Address _____

Job Address _____ Job Address _____

Section 2: Right-Of-Way Construction

Class of Work:

<input type="checkbox"/> New	<input type="checkbox"/> Water	<input type="checkbox"/> Curb/Sidewalk	<input type="checkbox"/> Driveway	<input type="checkbox"/> Electrical
<input type="checkbox"/> Repair	<input type="checkbox"/> Storm Sewer	<input type="checkbox"/> Telecommunications	<input type="checkbox"/> Residential	<input type="checkbox"/> Dumpster
<input type="checkbox"/> Disconnect	<input type="checkbox"/> San. Sewer	<input type="checkbox"/> Gas	<input type="checkbox"/> Commercial	

<u>Fee Item</u>	<u>Fee</u>	<u>No.</u>	<u>Total</u>
Base Fee for each cut or each 200' contiguous feet	\$25.00	X	\$ _____
Re-Inspection (min .5hr charge)	\$50.00	X	\$ _____
Inspection outside normal business hours	\$55.00	X	\$ _____
Pavement degradation fee	\$40.00	X	\$ _____
Temporary Traffic Control Authorization	\$55.00	X	\$ _____
Dumpster or Non-special event street lane closure	\$10.00	X	\$ _____
Post-Construction Permit Fee (fee not obtained in advance)	2X Fee	X	\$ _____
		Total Fee	\$ _____

Fee Waived: Code Violation # _____ The re-inspection of a facilities cut is required if there is a delay in getting the final facilities cut repaired. It is also required for pavement cuts for each 200 linear feet of contiguous pavement opening. The limit that an inspection can accomplish for each inspection is 200 linear feet.

Occ. License: Yes _____ No _____ Traffic Control Plan Yes _____ No _____

The initial base fee is waived for a dumpster permit.

Section 3: Temporary Traffic Control

If TTC is needed, a plan must be submitted for approval prior to the issuance of the permit.

TTC needs 48hrs advance notice.

TTC contractor _____	Description _____	
Street Name _____	To: _____	From: _____
Street Name _____	To: _____	From: _____
Sidewalk Closed <input type="checkbox"/> Yes <input type="checkbox"/> No	# of Lanes _____	Special Terms _____
Start Date _____	End Date _____	Hours Closed _____

Section 4: Notice to Applicant

It is Kansas state law to require utility locates for any underground excavation. You can achieve this by going to www.kansasonecall.com or call 1-800-344-7233.

Kansas One Ticket # _____

Kansas One Call may not mark all underground entities. Please contact Coffeyville Engineering Department at 620-252-6131 for any unmarked entities before beginning any underground work.

Dumpsters may not be placed near intersections thus causing a sight obstruction or block any neighboring driveway. No inspection required for a dumpster. Dumpsters shall not be placed on street where parking is restricted.

Your signature is required to validate this form. Upon signing you assume all responsibilities and authorizations established by the City Code for the work authorized therein. **Please read Inspection Requirements & General Construction Standards & sign below.**

INSPECTION REQUIRED: Inspections are required for all permits for curb, sidewalk and commercial driveway construction or reconstruction. **Additionally, an inspection is required prior to backfilling by the Water and Wastewater Department at: (620) 252-6132.** Contact the Engineering Department at (620) 252-6006 for curb, commercial driveway, sidewalk, or street opening inspections. The Water and Wastewater Department can be contacted at **(620) 252-6132** for service connections, and backfilling. **A 24 hour lead time is needed for all backfill inspections. A 24 hour lead time is requested for street opening, curb, sidewalk, and commercial driveways.** Copies of construction and pavement replacement details will be provided at the applicants' request.

General Information: The Public Service Department can be contacted at (620) 252-6153 regarding city streets and highways. All street openings shall be backfilled with approved granular material. Street openings in asphalt must be saw cut 12 inches on all sides beyond the excavation limits. Pavement is to be replaced with a minimum of 8 inches of Portland cement concrete base and 2 inch of asphaltic concrete surfacing. Streets shall not be closed to through traffic without express authorization indicated on the approved permit. Contractor responsible for providing its own road closure signs and barricades.

Applicant Signature _____ Date _____

R-O-W Approved By _____ Date _____

TTC Approved By _____ Date _____

Dumpster Approved By _____ Date _____

GENERAL CONSTRUCTION STANDARDS AND GUIDELINES

For More Detailed Information contact the Coffeyville Engineering Department

1. **Contractor responsible for verification of location and depth of all city utilities. Placement of Facilities must maintain required separation from all city utility crossings. Notify City when utility is exposed and coordinate verification of crossing depth and separation with Public services at 620-252-6153.**
2. **All utilities shall cross beneath existing City utilities unless granted permission by the utility being crossed in writing and signed off on by the Engineering Services Department.**
3. All plans submitted shall include: an electronic copy, Three hard copy half sheets and one hard copy full size.
4. In the event contractor or subcontractor cuts, bores, or digs through another entity's utility, line, conduit, etc. it will be the contractor's liability and responsibility.
5. Contractors and subcontractors are responsible for obtaining a contractor license prior to performing work.
6. All plans must include the contact persons for each of the utilities marked.
7. The contractor shall be required to repair all areas disturbed during work activities to equal or better condition.
8. Backfill material under areas to be paved, and existing pavement shall meet specifications for APWA untreated aggregate base or KSDOT type I base and be compacted to 95% maximum density. Sidewalks and driveways are considered paved areas. Backfill material not under pavement or sidewalk shall be earth fill compacted to 90% maximum density.
9. 3/8" clean rock shall be used for bedding and cover of sanitary sewer laterals. 4" bedding in soil and 6" in rock. Cover for gas lines may be 6" earth backfill.
10. Sidewalk replacement – entire panel is to be replaced – 4" thickness and matched with existing size and pattern, concrete mix is to be PCCP (4000psi), compaction as stated above.
11. Driveway replacement – concrete drive - entire panel is to be replaced. Concrete mix is to be PCCP (4000 psi), compaction as stated above for residential or commercial.
 - (a) Residential drive – 6" thickness to right of way. Property owner has the option for welded wire fabric.
 - (b) Commercial drive – 8" thickness and welded wire fabric entire driveway required.
12. Asphalt street cut repair requires a one (1') foot cut back on all four sides of original work area (disturbed soil) and 10" depth, patch consists of 8" PCCP (4000psi) concrete with a 2" APWA type III asphalt cap, concrete base is to be uniformly coated with emulsified asphalt (tack coat) prior to placing asphalt cap.
13. Concrete street cut shall be saw cut full depth and doweled using 5/8 smooth dowels on 18" centers (eliminating the required one foot cut back for asphalt streets), patch consists of 8" PCCP (4000psi).
14. Street openings of 8" or less do not require one foot cut back. Backfill shall be flowable fill. The patch shall be 8" concrete with a tack coat and 2" cap.
15. Uncompleted street openings shall have a temporary cold patch or a secured street plate. Any street plate used between November 1st and March 31st shall have a lighted barricade placed along the roadway and the location of the plate shall be reported to the Public Service Department at 620-252-6153.
11. Cold weather concrete. When the ambient temperature is 40 degrees or less concrete shall be in accordance with MCIB specifications for cold weather concrete. If calcium chloride is used it shall be added in solution form not exceeding 2 per cent of weight of concrete.
12. A re-inspection fee of \$50.00 will be assessed for street cuts not repaired within 15 days unless prior arrangements are made, weather conditions are the exception.
13. Damage done by contractor to public infrastructure, including traffic signals shall be paid and repaired by the contractor in compliance with City standards and supervision.