

**TOWN OF LOXLEY
DEPARTMENT OF PUBLIC WORKS**

PERMIT TO WORK WITHIN THE RIGHT-OF-WAY

FOR OFFICIAL USE ONLY

Permit No. _____

Fee Paid \$ _____

Date Paid _____

Cash **Check**

Check # _____

APPLICANT _____

APPLICANT PHONE NUMBER _____

EMAIL _____

24-HOUR CONTACT _____ PHONE NUMBER _____

APPLICANT BUSINESS ADDRESS _____

ADDRESS/LOCATION PERMITTED WORK _____

DESCRIPTION OF WORK _____

SUBCONTRACTOR/COMPANY NAME _____ ADDRESS _____

SUBCONTRACTOR CONTACT NAME _____ PHONE NUMBER _____

CONTRACTOR TOWN OF LOXLEY BUSINESS LICENSE # _____

PROJECT START DATE _____ PROJECT COMPLETION DATE _____

I hereby state all information is correct and agree to the terms on the second page. I also agree to be bound by the provisions of the Town of Loxley ordinances, specifications and regulations, in addition to any restrictions and regulations as may be imposed by the Public Works Department. The undersigned does hereby certify that he/she is the duly authorized Agent of the Applicant for the purpose of binding the Applicant to the terms and conditions of this application and this information.

PERMITTEE SIGNATURE _____ DATE _____

THIS SECTION TO BE COMPLETED BY PUBLIC WORKS STAFF

- CONSTRUCTION PLAN ATTACHED
- TRAFFIC CONTROL PLAN
- EROSION CONTROL PLAN
- CERTIFICATE OF INSURANCE (TOWN OF LOXLEY AS "CERTIFICATE HOLDER" *only*)

AMOUNT OF BOND \$ _____

- CERTIFIED CHECK
- BOND

Bond is cost of work plus 10%, or \$500, whichever is greater

APPROVED BY _____ DATE _____

FINAL ACCEPTANCE:

ACCEPTED BY _____ DATE _____

All work performed under this permit shall be done in accordance with the City of Loxley right-of-way ordinance. Approval is subject to the following:

1. The applicant certifies that prior to filing this application that said applicant has ascertained the location of all existing utilities both aerial and underground and the accurate locations are shown on the plans.
2. The construction and maintenance of such utility shall not interfere with the property and rights of a prior applicant.
3. All work shall be done pursuant to the approval of the Public Works Department. All materials and equipment shall be subject to inspection by said Public Works Director or his/her designee.
4. All construction shall be performed in a manner meeting the approval of the Public Works Department to safety standards as prescribed by the Manual of Uniform traffic Control Devices and ALDOT Design Standards.
5. It is understood and agreed that the rights and privileges herein set out are granted to the extent of the Town's right, title and interest in the land to be entered upon and used by the Permittee. The Permittee will, at all times, assume all risk of and indemnify, defend and save harmless the Town of Loxley from and against all loss, damage cost or expense arising in any manner out of the exercise or attempted exercise of the aforesaid rights and privileges.
6. All Town of Loxley property and/or rights-of-way shall be restored to current standard as approved by the Public Works Director or his/her designee.
7. The hours of construction shall be restricted to 7:00 A.M. to 3:30 P.M. Monday through Friday. The Public Utilities/Works Department may authorize construction during the other time periods and, if allowed, such approval shall be endorsed on the Rights-of Way Permit.
8. The attached sets of plans covering details of this installation shall be made a part of the permit.
9. It is expressly stipulated that this permit is a license for permissive use only and that placing facilities upon public property pursuant to this permit shall not operate to create or to vest any property rights in said holder.
10. Whenever necessary for the construction, repair, improvement, alteration or relocation of all, or any portion of a Town facility as determined by the Public Works Department or designee, any or all poles, wires, pipes, cables or other facilities appurtenances authorized hereunder, shall be removed from said rights-of-way, or reset or relocated thereon as required by the Public Works Director or designee, and shall be done at the expense of the holder.
11. Utilities being constructed in Town rights-of-way must be properly marked with showing name of company, nature of utility and a telephone number where the company can be reached. If a pad or pole is used for identification, the distance to the buried line must be designated.
12. The Town shall be notified prior to any lane and road closures at (251) 964-7644.
13. Notify Alabama Locate prior to starting construction at 811.
14. In the event Permittee abandons construction, once commenced, of the Facilities, for more than thirty (30) consecutive days prior to such time Facilities are available for the intended use, the Town may reasonable request Permittee to dismantle such Facilities located within the Rights-of-Way after reasonable notice and opportunity to be heard by Town Council.
15. If applicable, execute and return the original permit with the Permit Close-Out Section completed and record drawings (as-builts) to the Town stating that the job is completed in accordance with the permit and all changes have been noted in the record -drawings.
16. Permittee is responsible for providing an emergency contact person and phone number for 24 hours a day / 7 days a week. Inability to make contact in the event of an emergency may result in penalty, or fines such as suspension, revocation of permit, and/or back charge as a result of damages.
17. Contractor must have a Town Business License to perform work in the Town's rights-of-way.
18. Permittee must have a copy of the approved construction plans and application on the job site at all times while work is being performed.

Date and sign your agreement on front page and below:

Permittee's Signature _____ **Date:** _____