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### CITY OF MOSCOW PUBLIC WORKS DEPARTMENT APPLICATION FOR RIGHT-OF-WAY USE PERMIT

#### SITE ADDRESS/LOCATION

City Right-of-Way       ITD Right-of-Way

PROJECT NAME \_\_\_\_\_

#### PROJECT INFORMATION

Date(s) for proposed project: \_\_\_\_\_

Times for proposed project: \_\_\_\_\_

Brief description of project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Applicant: Name \_\_\_\_\_

Mail Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

#### Contractor:

Name \_\_\_\_\_

Mail Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

PUBLIC WORKS/IDAHO STATE REGISTRATION No. \_\_\_\_\_

#### Property Owner:

Name \_\_\_\_\_

Mail Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

Contact Person Name \_\_\_\_\_

Phone \_\_\_\_\_ Cell \_\_\_\_\_

#### SIGNATURES

\_\_\_\_\_/\_\_\_\_\_

Applicant \_\_\_\_\_ Date \_\_\_\_\_

(Signing this application confirms your agreement to all conditions on this form)

\_\_\_\_\_/\_\_\_\_\_

Staff \_\_\_\_\_ Date \_\_\_\_\_

\_\_\_\_\_

ROW Closure  Yes       No

Closure Type:  Street       Sidewalk       Lane       Alley

\_\_\_\_\_

Date(s) of Closure: \_\_\_\_\_ Times: \_\_\_\_\_

#### *For Completion by City Staff:*

Fees Due: \_\_\_\_\_ Date Fees Paid: \_\_\_\_\_

#### APPROVALS:

Engineering/Public Works: \_\_\_\_\_  Approve  Disapprove Date: \_\_\_\_\_

Police Department: \_\_\_\_\_  Approve  Disapprove Date: \_\_\_\_\_

Fire Department: \_\_\_\_\_  Approve  Disapprove Date: \_\_\_\_\_

Streets Department: \_\_\_\_\_  Approve  Disapprove Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ROW closure necessary:  Yes       No

ITD Permit Required:  Yes       No

ITD Approval Received:  Yes       No       Pending       N/A       Other, explain: \_\_\_\_\_

\_\_\_\_\_

**Staff Comments:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Permit Approved & Issued  Not Approved  \_\_\_\_\_

City Clerk/Deputy City Clerk

**RIGHT OF WAY PERMIT**

- |   |   |
|---|---|
| <input type="checkbox"/> Curb Cut/Driveway              | <input type="checkbox"/> Alley Closure    |
| <input type="checkbox"/> Excavation within Right-of-Way | <input type="checkbox"/> Lane Closure     |
| <input type="checkbox"/> Sidewalk – Repair/Replacement  | <input type="checkbox"/> Sidewalk Closure |
| <input type="checkbox"/> Tree Trimming                  | <input type="checkbox"/> Street Closure   |
| <input type="checkbox"/> Utility Boring                 |   |
| <input type="checkbox"/> Other (specify) _____          |   |

Type/Size of Utility \_\_\_\_\_

|                     |       |       |  |
|---------------------|-------|-------|--|
| Size of Excavations | X     | X     |  |
| Length              | Width | Depth |  |
|                     | X     | X     |  |
| Length              | Width | Depth |  |
|                     | X     | X     |  |
| Length              | Width | Depth |  |

Start Date & Time \_\_\_\_\_ Completion Date & Time \_\_\_\_\_

**Backfill Requirements**

| TYPE OF FILL                                   | DEPTH | ADDITIONAL REQUIREMENTS |
|--|-------|-------------------------|
| <input type="checkbox"/> Native                | _____ | _____                   |
| <input type="checkbox"/> Crushed Rock          | _____ | _____                   |
| <input type="checkbox"/> Cold Mix              | _____ | _____                   |
| <input type="checkbox"/> Hot Mix - AC          | _____ | _____                   |
| <input type="checkbox"/> PCC Concrete          | _____ | _____                   |
| <input type="checkbox"/> CDF                   | _____ | _____                   |
| <input type="checkbox"/> Other (specify) _____ |       |                         |

**Compaction Requirement 95% Minimum**

**TRAFFIC CONTROL**

Will vehicular and/or pedestrian movements be interrupted?  Yes  No

Describe interruption with a Traffic Control Plan: **Required.**  
(Attach a Traffic Control Plan map.)

**Other Requirements**

- All work shall be in accordance with city standards.
- All work shall be inspected by the City.
- All traffic control must comply with MUTCD.

**Will tree removal or disturbance be required to perform this work?**

Yes  No

\*Removals require separate permits. Disturbances require approval.

**FEES**

- |  |                     |
|--|---------------------|
| <input type="checkbox"/> Right-of-Way Permit   | \$35.00 each _____  |
| <input type="checkbox"/> Right of Way Closure  | \$40.00 each _____  |
| <input type="checkbox"/> Idaho Transportation Department Highway Right-of-Way Permit | \$100.00 each _____ |
| <input type="checkbox"/> Sewer Tap   | \$190.00 each _____ |
| <input type="checkbox"/> Sewer Service Inspection                                    | \$75.00 _____       |
| <input type="checkbox"/> Water Service Inspection                                    | \$75.00 _____       |

**FEES & SERVICES**

- |  |                    |
|--|--------------------|
| <input type="checkbox"/> Site Plan Review (\$75+ \$5 per parking space)                  | <b>Total</b> _____ |
| <input type="checkbox"/> Subdivision and Plat Review (\$260 + \$26 per lot)              | <b>Total</b> _____ |
| <input type="checkbox"/> Public Improvement Review-2 Submittals (\$120 + \$35 per sheet) | <b>Total</b> _____ |
| <input type="checkbox"/> As Constructed Plan Prep (\$250 + \$35 per plan sheet)          | <b>Total</b> _____ |
| <input type="checkbox"/> Easement Document Review/Prep                                   | \$65 each _____    |
| <input type="checkbox"/> Development Agreements  | \$240 each _____   |
| <input type="checkbox"/> Telecommunications Review                                       | \$1680 _____       |
| <input type="checkbox"/> Telecommunications Modification/Revisions to Existing           | \$185 _____        |
| <input type="checkbox"/> Grading Plan Review   | \$125 each _____   |
| <input type="checkbox"/> Encroachment Permit, Administrative                             | \$70 each _____    |
| <input type="checkbox"/> Encroachment Permit, Council Action                             | \$125 each _____   |

**SECURITY DEPOSIT**

Required  Not Applicable  ROW Surety Bond on File

| <i>Total Valuation of Permitted Work</i>            | <i>Deposit</i> |
|---|----------------|
| \$100 to \$500                                      | \$245.00       |
| \$501 to \$1,000                                    | \$367.50       |
| \$1,001 to \$1,500                                  | \$490.00       |
| \$1,501 to \$2,000                                  | \$615.00       |
| \$2,001 to \$2,500                                  | \$735.00       |
| \$2,501 to \$3,000                                  | \$860.00       |
| \$3,001 to \$3,500                                  | \$980.00       |
| \$3,501 to \$4,000                                  | \$1,100.00     |
| \$4,001 to \$4,500                                  | \$1,230.00     |
| Greater than \$4,500                                | \$1,850.00     |
| Multiple Projects/ [up to four (4) active projects] | \$3,675.00     |