



The information on this form is Public Record and may be posted to a public website

**CITY OF MOSCOW ENGINEERING DIVISION  
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 | \$105.00 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 (\$85+ \$5.50 per parking space)                  | <b>Total</b> _____  |
| <input type="checkbox"/> Public Improvement Review-2 Submittals (\$125 + \$36.50 per sheet) | <b>Total</b> _____  |
| <input type="checkbox"/> As Constructed Plan Prep (\$262.50 + \$36.75 per plan sheet)       | <b>Total</b> _____  |
| <input type="checkbox"/> Easement Document Review/Prep                                      | \$73.50 each _____  |
| <input type="checkbox"/> Development Agreements   | \$262.50 each _____ |
| <input type="checkbox"/> Telecommunications Review  | \$1785 _____        |
| <input type="checkbox"/> Telecommunications Modification/Revisions to Existing              | \$210 _____         |
| <input type="checkbox"/> Grading Plan Review  | \$130 each _____    |
| <input type="checkbox"/> Encroachment Permit, Administrative                                | \$72 each _____     |
| <input type="checkbox"/> Encroachment Permit, Council Action                                | \$130 each _____    |

**SECURITY DEPOSIT**

- Required  Not Applicable  ROW Surety Bond on File

Total Valuation of Permitted Work	Deposit
\$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