

CITY OF EARLY  
960 EARLY BLVD.  
PHONE: (325) 643-5451  
FAX: (325) 643-5452



BUILDING INSPECTIONS  
PO BOX 3100  
EARLY, TEXAS 76803  
www.earlytx.net

## RIGHT OF WAY PERMIT APPLICATION

<b>NAME:</b>		<b>TITLE:</b>	
<b>COMPANY:</b>			
<b>ADDRESS:</b>			
<b>CITY:</b>		<b>STATE:</b>	<b>ZIP:</b>
<b>PHONE:</b>	<b>CELL:</b>		<b>EMAIL:</b>

<b>CONTRACTOR</b>	
<b>NAME:</b>	<b>TITLE:</b>
<b>COMPANY:</b>	
<b>ADDRESS:</b>	
<b>TELEPHONE #:</b>	<b>EMAIL:</b>
<b>SCOPE OF WORK:</b>	
<b>ESTIMATED START DATE:</b>	<b>ESTIMATED COMPLETION DATE:</b>

### ATTACHMENTS REQUIRED:

- 1) Two copies of construction plans for proposed work.
  - a. For residential projects, plans must include dimensional drawings and construction details for the proposed improvement.
  - b. For projects that include excavation in ROW for a utility, plans must be signed and sealed by a professional engineer.
  - c. For overhead projects, plans must include street names, termination points and linear feet of cable work.
- 2) List of all contractors and subcontractors who will perform work.
- 3) Proof of insurance, if not already on file with the City.
- 4) Traffic Control Plan for locations where open cut construction is required in streets or street closures. The contractor shall furnish and maintain adequate barricades, warning and directing signs, flags, and lights. All signs, barricades, pavement markings, traffic signals, and channelizing devices used to handle traffic shall be shown and approved by the City. It shall also conform to the latest revisions of the Texas Manual on Uniform Traffic Control Devices for Street and Highways (TMUTCD), "part VI-Traffic Controls for Street and Highway Construction and Maintenance Operations."
- 5) Name of person and company that will patch road, add or remove poles, and repair of any pavement work. (if applicable)

### INFORMATION (if applicable):

- 1) All construction shall be in conformance with all City codes, designs, and applicable local, state and federal laws. Contractor agrees to comply with this Permit and the Right-of-Way Management Standard Notes.
- 2) Erosion control measures (i.e. silt fences) and advanced warning signs, markers, cones and barricades must be in place before work begins as applicable.

- 3) Contractor shall adequately protect existing structures, utilities, trees, shrubs and other permanent objects.
- 4) On completion of all work, the contractor shall notify the City to schedule a final inspection of the project (325) 643-5451

**By signing this document, I hereby acknowledge the following:**

- 1) Work cannot begin until this permit and the construction plans are approved in writing by all appropriate parties. The contractor must have the approved permit, plans, and construction notes on site at all times.
- 2) Line locates from all affected utilities must be completed prior to beginning work. Call 811 Dig-Tess and the City (325) 643-5451 for location of utilities. Texas State Law requires 48-hours notice before excavation.
- 3) Trench safety system to meet, as a minimum, the requirements of OSHA Safety and Health Regulations.
- 4) No open excavations shall be left open overnight. All excavations which cannot be backfilled overnight shall be covered, as a minimum, with steel plating when in paved areas; ¾ inch plywood, wood planking with OSHA orange plastic expanded mesh barrier around perimeter in unpaved areas, or as approved by the City of Early.
- 5) The condition of paving shall be as good or better than prior to starting and meet City standards.
- 6) All roads must be repaired within 90 days of completion of project. The City reserves the right to repair the street and bill the permit holder if repair has not been completed within the 90 day time frame.
- 7) This permit is authorization for work within the right-of-way only. A construction release permit or building permit is required for work outside the right-of-way, if any.
- 8) All test reports shall be certified by qualified personnel of a testing laboratory, reviewed by the engineer of record, and submitted to the City.

**DISCLAIMER:** OUTCOMES OF THE PRE-APPLICATION CONFERENCE SHALL NOT IMPLY, IN WHOLE OR IN PART, ANY FINAL DECISION ON THE APPLICATION.

**SIGNATURE:** \_\_\_\_\_ **PRINT NAME:** \_\_\_\_\_

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FOR CITY USE ONLY

RECEIVED BY: \_\_\_\_\_ DATE: \_\_\_\_\_ DATE ISSUED: \_\_\_\_\_  
PERMIT NO. \_\_\_\_\_