

City of Key West

Temporary ROW Application & Permit

DATE OF APPLICATION:
(AT LEAST 3 BUSINESS DAYS PRIOR TO WORK BEING PERFORMED)
 REQUESTED START DATE:

- Agreement for: Use of Right of Way
 Maintenance of Traffic
 Sidewalk Closure
 Street Closure

PERMIT NO.
RENEWAL:
Inter-office use only

Section I – Application

LOCATION OF WORK:	
PROPERTY OWNER:	PHONE:
PROPERTY OWNER ADDRESS IF DIFFERENT THAN WORK LOCATION:	
CONTRACTOR BUSINESS NAME:	PHONE: EMAIL:
CONTRACTOR ADDRESS:	
REQUESTED DATES OF WORK: START:	TIME:
END:	TIME:
Description of use/work/maintenance or closure:	Signage/Flaggers required? <input type="checkbox"/> Plans attached? Yes <input type="checkbox"/> No <input type="checkbox"/> Name of Applicant: Signature of Applicant:

Section II – Permit

For General Engineering Services Only

Plans for Right of Way Approved Denied N/A Road Closure Approval required: Yes No

Plans for Traffic Maintenance Approved Denied N/A Engineer signature: _____

HARC approval required Yes No Bond Deposit Required: Yes No

Reviewed by: _____, Code Compliance Department

Staff Comments/Specific Instructions:

Permit approved by: _____ Date: _____

City Manager Approval (complete road blockage): _____ Date: _____

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Section III – Agreement

1. Any and all excavation work must follow BMP practices as defined by the EPA concerning all storm water retention (silt screens, hay bales, etc.).
2. Unless specifically approved otherwise, all pavements must be repaired within 48 hours of completion of work or Bond will be withheld.
3. ADA Codes must not be violated during the work closure.
4. ADA specifications shall be ADAAG.

I, (Sign & Print) _____ hereby agree to obey all of the City of Key West requirements for proper repairs and/or traffic maintenance involved with the above described work, including above storm water retention guidelines as defined by the EPA. I have legal authority to bind the entity to the terms and conditions of this permit. Maintenance of traffic shall be governed by requirements prescribed by the Florida Department of Transportation regulations. Protection of property, either public or private, shall be governed by City Code (including Chapter 62), the requirements of the Standard Building Code, and any specific conditions noted above. I also agree that forty eight (48) hours prior notification shall be given to all occupants and owners of properties that are in the same block as to when and where the work will be performed.

A deposit in the form of certified funds payable to the City of Key West may be required. The amount required will be sufficient to cover expert repairs or to reimburse the City for improper materials or workmanship should I not comply with the terms of this agreement. The funds will be returned if the inspection of the completed work is satisfactory to Engineering Services.

I further agree to indemnify the City of Key West, its employees, agents and invitees from any injuries to person and/or damage to property as a result of the above described work. This indemnification shall survive the completion of the work described above.

SECTION IV – BONDS *inter-office use only

Bond Deposit: \$	Date:	Received from:	Receipt#:
Cash <input type="checkbox"/>	Certified Check <input type="checkbox"/>	Money Order <input type="checkbox"/>	Insurance Bond <input type="checkbox"/>
Inspected for compliance by:		Date:	
Bond returned <input type="checkbox"/>	Date:	Amount: \$	
Person receiving bond refund: Printed		Signature	

SECTION V – FEES

- Maintenance of traffic application fee.....20.00
- Maintenance of traffic permit fee.....30.00
- Parking Meter Fee (if obstructed).... \$20.00
- Overnight storage application fee.....10.00
- Overnight storage permit fee.....10.00
- Reinspection fee (if no compliance with the above permits, thus requiring reinspection).....15.00
- Upon a third submittal of drawings in support of the above permit application(s), staff reviews time of revisions, per hour.....45.00

Date: _____ Received by: _____ Receipt: _____

