

RIGHT-OF-WAY PERMIT APPLICATION

SITE INFORMATION

Address / Location of Work: _____

Description of Work to Be Performed: _____

Request Lane Closure: Yes No **Proposed Start Date:** _____ **Proposed End Date:** _____

CONTRACTOR INFORMATION

Owner of Utility (name if applicable, otherwise leave blank): _____

Contractor Performing Work (name and address): _____

Subcontractor(s) (names if applicable, otherwise leave blank): _____

Permit Contact:

Name: _____ **Company:** _____

Email: _____ **Phone:** _____

24-Hour Field Contact:

Name: _____ **Company:** _____

Email: _____ **Phone:** _____

INSTRUCTIONS

1. Along with this application, the contractor / applicant must submit **ONE** copy of a map or drawing illustrating the location of work. The application and map can be mailed to the Dept of Public Service at 200 S Hamilton Rd, Gahanna, OH 43230 or faxed to 614-342-4100.
2. All communications, including approved permits, will be sent by email unless accompanied by a self-addressed stamped envelope. Work cannot begin until an approved permit has been issued.
3. Based upon the scope of work, inspection fees may be assessed. The contractor / applicant will be notified of fees prior to permit approval. Fees must be paid in full before work can begin.
4. In accordance with state law, the contractor / applicant must contact the Ohio Utilities Protection Service, OUPS, at least 48 hours but no more than 10 working days (excluding weekends and legal holidays) before beginning any digging by calling 8-1-1 or 1-800-362-2764.
5. All pavement shall be maintained in a safe and passable condition during work. If lane closure is necessary, the contractor / applicant must contact the Dept of Public Service at 614-342-4005 at least 1 **BUSINESS** day before lane closures. It is the responsibility of the contractor / applicant to provide traffic control devices and other safety measures as required by the Ohio Manual on Uniform Traffic Control Devices.
6. The ROW permit expires on the proposed end date unless otherwise noted. If the contractor / applicant need an extension they must contact the Dept of Public Service at 614-342-4005 prior to the proposed end date.
7. It is the responsibility of the contractor / applicant to restore all areas involved in this work to a like or better condition and must abide by the rules and regulations of the City of Gahanna and the State of Ohio.
8. The contractor / applicant shall comply with all provisions of Gahanna Codified Ordinance Chapter 931 and any other applicable code.
9. The contractor / applicant hereby assumes all responsibility for work to be performed and indemnifies the City of Gahanna from any and all liability that may arise, directly or indirectly, from their operations within the public right-of-way.

Applicant Signature (or Authorized Representative)

Date