



**City of Huxley**  
**515 N. Main Avenue**  
**Huxley, Iowa 50124**

**HUXLEY**  
HEART OF THE PRAIRIE

**Right-of-way Permit Application**

ROW Permit #	
Approved By	
ROW Permit Issue Date	
Void After	
Field Review Required	
Follow Up Required	

↑Please do not write above this line↓

**Contractor**

Name of Contractor _____		Contact Person _____
Bond Holder I.D. _____		Phone _____ Fax _____
Name Of Subcontractors	_____	Description of Work:
	_____	
	_____	

**Site Address**

ADDRESS FOR SITE: \_\_\_\_\_

OPTIONAL → LOT \_\_\_\_\_ BLOCK \_\_\_\_\_ SUBDIVISION \_\_\_\_\_

Intersecting Streets \_\_\_\_\_ And \_\_\_\_\_

Permittee must attach a sketch showing work within the limits of City right-of-way and/or easement. Show existing and proposed culvert pipe if applicable. Proposed culvert must show type, size, length, existing and proposed elevations and existing upstream and downstream structures.

**Nature of Work**

<b>Paving</b>	<input type="checkbox"/> Driveway Apron -----	<input type="checkbox"/> Street Repair		
	<input type="checkbox"/> Sidewalk	<input type="checkbox"/> Curb and Gutter		
	<input type="checkbox"/> Restore R/W or Easement to previous or better condition			
<b>Drainage</b>	<input type="checkbox"/> Culvert	<input type="checkbox"/> Drainage Structure(s)	<input type="checkbox"/> Ditch / Swale	<input type="checkbox"/> Ditch Cleaning
	<input type="checkbox"/> Water	<input type="checkbox"/> Sanitary/Storm Sewer	<input type="checkbox"/> Electrical (Bury)	<input type="checkbox"/> Gas
<b>Utilities</b>	<input type="checkbox"/> Cable (Aerial)	<input type="checkbox"/> Cable (Buried)	<input type="checkbox"/> Electrical (Aerial)	
	Linear Feet of Utility (buried only) _____		Utility Owner _____	
<b>Misc.</b>	<input type="checkbox"/> Tree Removal	<input type="checkbox"/> _____	<input type="checkbox"/> _____	<input type="checkbox"/> _____
<b>Other</b> (provide description)	<input type="checkbox"/> _____			
_____				
_____				

**Signature\***

of Contractor or Authorized Agent

**\* The above signed agrees to do all work in accordance with City standards and in accordance with conditions and regulations stated here and on the reverse side.**

**Notes**


Notification must be by 9:00 A.M. daily of work to be done by calling 597-2562.  
**See reverse side for conditions under which permit is granted**

## **NOTE: CONDITIONS UNDER WHICH PERMIT IS GRANTED**

The receiver of this permit expressly agrees to do all work subject to approval of the City of Huxley's Public Works Department, in accordance with City Standards and in accordance with conditions and regulations on reverse side hereof. **When accompanied by plat, blue print or acceptable sketch, the same is to be strictly adhered to and subject to endorsements contained therein.** Any unapproved deviation from the approved drawings or standards will be sufficient cause to have work stopped or reconstructed at the expense of the party or parties to whom the permit is issued. A copy of the permit is required on the job site at all times.

Plans will be filed in this office showing existing and proposed locations (dimensions) and elevations of **ALL** drainage structures, pipes and ditches; utility mains, lines, structures, valves and appurtenances; and pavement, curb and gutter in the vicinity of and affecting issuance of this permit. Upon completion of work, "As Built" Drawings must be filed with the city showing whatever changes were made from original plan. All excavations remaining open after sundown must have orange safety fence installed two (2') feet around entire excavation and marked with lights. All extra or surplus material and earth must be removed from the street within 4 hours after completion of work. Any violation of these conditions will be deemed sufficient cause to refuse further permits to party or parties violating same, and all repairs deemed necessary will be made by the City. The costs of the repairs will be charged to the party or parties to whom the permit was issued, and all further applications for permits will be refused until payment of these charges is received.

**IN PAVEMENT:** One half of the roadway must be kept open to traffic at all times and under all conditions. Any pavement removed will be temporarily restored immediately, in accordance with city specifications, and permanently repaved within (Five) days by the person, or persons making the opening. All repairs are subject to approval of the City Engineer and/or Public Works Director.

**SHEET PILING/SHORING:** When required, sheet piling shall be used where excavations exceed three feet in depth in public space. Before said sheet piling is removed, backfill to be thoroughly wet down and 95% compaction tamped to within 6" of surface.

**IN PARKING:** All grass, lawns and shrubbery must be carefully removed and upon completion of work shall be replaced to its original condition previous to excavation and to the satisfaction of the Public Works Director. All right of ways will be tamped back in place at 95% compaction.

**EMERGENCY:** In case of emergency where opening must be made, the Huxley Police Department will exercise due discretion, but, it is required that a permit for an opening made in emergency situations will be obtained at the earliest possible time after such opening is made.

**WARRANTY OF WORKMANSHIP AND MATERIALS:** The Permittee shall be responsible for any failure(s) of workmanship and/or materials for a period of one (1) year from the date of completion of all work performed under this permit.

**LOCATE REQUIREMENTS:** In order to reduce the disruption and cost of utility damages occurring in the City's right of way and easements, the permittee shall prevent damages to existing utilities caused by his work through field verification of the existing utilities. In the case of open excavation, verification may be performed during the permittee's work. **In the case of directional drilling, verification shall take place prior to mobilization of the drilling equipment.**

The permittee shall verify the location of existing utilities as needed to avoid contact. Existing utilities shall be exposed using detection equipment or other acceptable means. The excavator shall be held liable for damages caused to the City's infrastructure and the existing facilities of other utility companies.