



# RIGHT-OF-WAY PERMIT APPLICATION

## Application:

Application for Public Improvements is required for the construction of any element of the City of Sweet Home Public Sanitary or Storm Sewer, Potable Water, Street Roadway, Sidewalk, Driveway or service line Infrastructure in the public Right-of-Way.

## Description of Work:

\_\_\_\_\_  
 (Subdivision, Sidewalk, Driveway or Utility Specific)

## Location:

\_\_\_\_\_  
 (Site Location or Construction Extents) (Include Area Map w/ Dimensions)

[ (Review: 2 Sets, Date) [ (Date) [ (Date.) [ (Date) [ (Permit: 3 Sets, Date) [ (Date.) [ (Map Page) [ (Tax Lot)

<b>Developer/Owner:</b>	<b>Project Engineer:</b>	<b>Contractor:</b>
_____ (Name)	_____ (Name)	_____ (Name)
_____ (Address)	_____ (Address)	_____ (Address)
_____ (City / State / Zip)	_____ (City / State / Zip)	_____ (City / State / Zip)
_____ (Contact Person)	_____ (Contact Person)	_____ (Contact Person)
_____ (Phone / Fax / Mobile)	_____ (Phone / Fax / Mobile)	_____ (Phone / Fax / Mobile)
_____ (Email)	_____ (Email)	_____ (Email)
_____ (Other)	_____ (Other)	_____ (CCB #)

## Permitting:

City of Sweet Home and State Agency reviews and permits are required for all infrastructure to be constructed within the City Limits. See reverse of this form for Agency list.

Checklist (From Reverse): \_\_\_\_\_  
 (Completed; Yes / No) (Area Site Map; Yes / No) (Reserved for Future Use)

## Review:

Plan review shall take place as soon as possible with permits based on City of Sweet Home requirements. Owner, Developer and Contractor shall be responsible for all work within the City as specified.

- CITY REQUIREMENTS :**
- ⇒ Before any excavation is started, call 1-800-332-2344 or 1-503-246-6699 for utility locates.
  - ⇒ Mapping information provided by the Department is advisory only, the Contractor is required to verify exact locations and to exercise all due precautions and best management practices in the performance of the work. Locate Number: 1 800-332-2344
  - ⇒ All activities in a Public Right-of-Way or Easement Area shall conform to the **Oregon Standard Specifications** and as revised. City shall enforce all such specifications. It is imperative that contractors be familiar with these standards.
  - ⇒ This permit is void 180 day after date of issuance, or if connected with a building permit then it has the same expiration as the building permit.
  - ⇒ The permit requirements are transferable to all successors, heirs, and assigns.
  - ⇒ Owner and/or work contractor assumes all liabilities arising from their work. Owner and/or contractor is responsible for all correction work including, but not limited to, the removal, disposal and/or replacement of unsatisfactory work.

**GENERAL REQUIREMENTS:**

Connection Fee Detail:	Req'd / Not Req'd / Comp / Paid	<input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/>
Driveway Agreement:	Req'd / Not Req'd / Sign / Rec'd	<input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/>
Improvement Agreement:	Req'd / Not Req'd / Sign / Rec'd	<input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/>
Construction Bond:	Req'd / Not Req'd / Sign / Rec'd	<input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/> / <input type="checkbox"/>

**FEE SCHEDULE:**

Basic Permit (includes sidewalks)	\$60
Driveway Access (new, widen, or reconstruct)	\$30
Sanitary Connection	\$30
Stormwater Connection or Culvert	\$10-20
Street Improvement/Development (varies by length)	TBD
Public Mainline (varies by type & length)	TBD
Erosion Control Plan (varies by area)	\$30+
Traffic Control Plan	\$10
Development Plan Review	\$300
<b>TOTAL PERMIT COST</b>	<b>TBD</b>

## Submittal:

Notification that submittals for construction activities in the public Right-of-Way in the City of Sweet Home. Acceptance will not be approved without successful inspections and as-built plans.

Signature of Applicant: \_\_\_\_\_ (Name) \_\_\_\_\_ (Date)  
 Signature of City Representative: \_\_\_\_\_ (Name) \_\_\_\_\_ (Date) \_\_\_\_\_ (Copy to Applicant)

# Permits & Bond Checklist:

City of Sweet Home and State agency reviews and permits are required for all infrastructure to be constructed within the City Limits. All items on this form must be completed or checked off not applicable prior to the issuance of a Public Works Right-of-Way Permit for Public Infrastructure.

For early property plat recording, bonds are required in the amount of the average of 3 bids + 15%

PERMIT AGENCY OR TYPE:	ACTIVE DATE	PROJECT NUMBER	COMPLETED	COMMENTS
Pre-Application Review,	_____ (Date)	_____	_____	
Construction Site Plan w/ Utilities	_____ (Date)	_____	_____	
OSHDWD Approval, __ if required	_____ (Date)	_____	_____	
DEQ Wastewater Approval, __ if required	_____ (Date)	_____	_____	
DEQ NPDES1200C Approval, __ if required	_____ (Date)	_____	_____	
Stormwater Engineer Report, __ if required	_____ (Date)	_____	_____	
DSL Fill/Grading Approval, __ if required	_____ (Date)	_____	_____	
CWA 404 USCOE Approval, __ if required	_____ (Date)	_____	_____	
Erosion Control Plan, __ if required	_____ (Date)	_____	_____	
ODOT Approval, __ if required	_____ (Date)	_____	_____	
Linn County Roads Approval, __ if required	_____ (Date)	_____	_____	
Private Easements, __ if required	_____ (Date)	_____	_____	
Land Use Compatibility Statement	_____ (Date)	_____	_____	
Pre-Qualification Report, __ if required	_____ (Date)	_____	_____	
Fire District Review & Approval	_____ (Date)	_____	_____	
Planning Commission Approval	_____ (Date)	_____ (Number)	_____	
Building Program Fill & Grading Permit	_____ (Date)	_____ (Number)	_____	
Building Program Plumbing Permit (Utility Piping on Private Property)	_____ (Date)	_____ (Number)	_____	
Traffic Control Plan	_____ (Date)	_____ (Number)	_____	

BOND TYPE:	SURETY	AMOUNT	EXPIRATION DATE
Performance Bond	_____ (Company and Address)	_____ (Value)	_____
Maintenance Bond	_____ (Company and Address)	_____ (Value)	_____
Sidewalk Bond	_____ (Company and Address)	_____ (Value)	_____
Warranty Bond	_____ (Company and Address)	_____ (Value)	_____

CHECKLIST:	COMPLETED
Copy Completed Date to front page	_____ (Date)