



CITY OF ROSENBERG RIGHT-OF-WAY CONSTRUCTION PERMIT APPLICATION

Date: _____

Right-of-Way User Name & Address:	
Contact Name:	Contact Phone & Email Address:
Location of Work:	

*****Include 4 copies of a drawing showing detailed work location and adjacent City of Rosenberg utilities.*****

Detailed Description of Work:

Anticipated Dates of Construction: Begin: _____ End: _____

This permit shall expire 12 months from the approved date if work has not commenced. The undersigned agrees to follow City of Rosenberg requirements for construction of underground utilities. Below is a summary of requirements.

When crossing streets, machine boring shall be used. Sediment control measures shall be properly installed. These include but are not limited to silt fencing, hay bales, and protection of storm sewer inlets.

Backfilling bore holes and trenches shall meet the following requirements:

- In areas under existing streets or structures (including sidewalks and alleys), backfill shall be compacted cement stabilized sand (minimum 1 ½ sack). In most cases, field mixing of the cement-stabilized sand will not be acceptable and a pug mill mix is required.
- In areas not under structures or where a future street shall be placed, backfill shall be finely divided (no clod sizes greater than 6" in diameter) excavated material and shall be mechanically compacted in maximum 6" lifts to the satisfaction of the City Engineer's office. The City reserves the right to require density testing if there is a disagreement as to the adequacy of the compaction. If density tests are taken, it is anticipated that a density of not less than 90% standard (ASTM D 698) at a moisture content between optimum and +4% of optimum be achieved. Right-of-way user shall pay for any required density testing.
- Where trenching machines are used and the trench width is narrow, the excavated material shall be placed in the ditch (slightly mounded) and wheel-rolled.

Remediation shall include seeding or placing sod in all areas bared by construction so that the site is equal to or better than the existing condition. Where the proposed utility line crosses private residential yards, care shall be taken in removing and replacing all topsoil and sod in the trench area. Sod shall be kept moist until time of replacement. Care shall be taken to avoid unnecessary damage to shrubs, trees, and appurtenances. Any objects so damaged or removed are to be replaced to equal or better condition. **Remediation must be completed within 14 working/business days after construction is complete.**

The Right-of Way User's Contractor shall be required to provide traffic control in compliance with Texas Manual on Uniform Traffic Control Devices. It shall also be the responsibility of the Contractor to contact Engineering Inspection 2 working days prior to commencing construction and to verify the exact location of all underground utilities within the construction area.



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FOR OFFICE USE ONLY Project reviewed by:	Public Works Director initial: _____ <input type="checkbox"/> approved <input type="checkbox"/> rejected Date: _____ Comments:
	Utilities Superintendent initial: _____ <input type="checkbox"/> approved <input type="checkbox"/> rejected Date: _____ Comments:

Approved for Construction by
City Engineer

Right-of-Way User's Representative Signature

Date

Right-of-Way User's Representative Printed Name

- Applications for Right-of-Way Construction Permits must be submitted to the City Engineer a minimum of 10 business days prior to proposed start of construction.
- The City Engineer reviews complete applications within 7 business days and approves or denies with comments. Review is in accordance with requirements of the Design Standards and Code of Ordinances, City of Rosenberg, Texas.
- Approved permits will be signed and plans stamped by the City. Copies of permits and plans will be forwarded to Public Works, Utilities and the Right-of-Way User.
- A permit is valid for 12 months after issuance after which an extension or re-submittal to the City Engineer is required.
- The Right-of-Way User's contractor shall notify Public Works and Utilities a minimum of 2 business days before beginning construction.
- The City Engineer or his designee will inspect construction and issue a Letter of Completion upon acceptable completion.
- Right-of-Way Users have a maximum of 90 calendar days after issuance of a Letter of Completion to provide As-Builts to the City Engineer.
- Emergency responses related to existing facilities may be done without a permit. However, Public Works and Utilities should be notified within 2 days following construction as well as provide a reasonable detailed description of the work performed in the Right-of-Way.