



# APPLICATION FOR RIGHT-OF-WAY ACTIVITY PERMIT

## Department of Public Works

10 N. Bemiston Avenue • Clayton, Missouri 63105 • Phone (314) 290-8540

Application Date: \_\_\_\_\_ MO One Call Ticket #: \_\_\_\_\_

Name of Company/Applicant: \_\_\_\_\_

Address of Company/Applicant: \_\_\_\_\_

(City) (State) (Zip Code)

Phone #: \_\_\_\_\_

Name of Contact: \_\_\_\_\_ Emergency Phone #: \_\_\_\_\_

Name of Subcontractors: \_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Phone #: \_\_\_\_\_

\_\_\_\_\_ Phone #: \_\_\_\_\_

Address of Activity: \_\_\_\_\_

Location of Activity:  In Street       Behind Curb       Tree Lawn Only

Permit Type:  Non-Excavation       Excavation

Activity Information:  Sidewalk Closure       Street Closure (# of Lanes: \_\_\_\_\_)       Emergency Work  
(Check all that Apply)

If new Facilities are proposed, the owner of the New Facilities must be a **registered Facilities-Based Service Provider** with the City of Clayton. Name of Provider: \_\_\_\_\_

New Cable, Conduit, Pipe, etc \_\_\_\_\_ LF       New Antennas \_\_\_\_\_ EA       Other:

Description of Proposed Activity: \_\_\_\_\_

\_\_\_\_\_

Total Length of Saw Cut: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Days required to complete: \_\_\_\_\_

**Application Permit Requirements:**

1. \$100 non-refundable **Application Fee**, plus \$100.00 per Unit **Inspection Fee**. Number of inspections is based on proposed scope of activity. A pavement **Degradation Fee** may also apply.
2. **Five (5) Copies** of a detailed **Site Plan** showing the nature, dimensions and location of the applicant's proposed work and its proximity to the curb, sidewalk, streetlights, street trees and other facilities shall be included with the application. **Proposed disturbance of trees and landscaping within the right-of-way shall be identified on the application.**
3. **Five (5) Copies** of a **Traffic Control Plan** showing the impact of the proposed activity on traffic lanes and pedestrian access mitigation using MUTCD approved traffic control devices.
4. **Certificate of Insurance** in accordance with Section 510.090 of the City of Clayton Rights-of-Way Usage Code.
5. **Performance Bond** in an amount based on scope of activity in accordance with Section 510.060.I of the City of Clayton Rights-of-Way Usage Code. Minimum of \$1,000.

All work is to be completed within thirty (30) days from issuance date of this permit unless otherwise stated on the permit.

Applicant hereby agrees to restore and/or replace, at the discretion of the Director of Public Works, all City owned assets disturbed or affected by any activity associated with the issuance of this permit, and to conduct all activity in accordance with the laws and ordinances of the City of Clayton and the conditions of the permit. **Upon issuance of a Right-of Way Activity Permit, the Department of Public Works shall be notified at (314) 290-8540 at least 48 hours prior to commencing activity for streetlight and traffic signal cable locates.**

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Applicant's Signature

<b>FOR OFFICIAL USE ONLY</b>		Permit # _____
_____	Check of outstanding R.O.W. Activity Permits	
_____	Acceptance of completed Permit and Fees	
_____	Approved Site Plan (5 sets) and if necessary Traffic Control Plan (5 sets)	
_____	Submittal & Approval of Certificate of Insurance	
_____	Submittal of \$ _____ Degradation Fee	
_____	Submittal of \$ _____ Performance Bond	