



Permit Application for Right-of-Way Excavation

Permit #

Date

Duration Requested

30 Days 60 Days

Estimated Cost of Work
(Attach estimate worksheet)

Property Address or Street Blocks

Tax Map #

Applicant Name

Applicant Address

City

State

Zip Code

Phone #

Fax #

Email Address

Primary Contact for Permit

Type of Contact

Office

Field

Phone #

Description of
Work for Street
Improvements
Or Utilitys

If part of a Site Plan, Plan Number

Utility Type

Method of Construction

- Open Cut
- Direct Bury
- Horizontal Directional Drilling (HDD)
- Other

Limits of Initial Repair - Please list cut size in feet for each pavement type:

Asphalt Pavement: _____(L) x _____(W) across _____lanes

Sidewalk: _____(L) x _____(W) Grass: _____(L) x _____(W) Curb: _____(ft.)

No. of Concrete Entrances: _____

Other: _____

Limits of Final Pavement Restoration (mill and overlay) - refer to Paving Program Candidate List:

- Pavement Markings No Pavement Markings
- Street on Pavement Program Candidate List: Final Restoration not required

Estimated Limits of mill and overlay: _____(L) x _____(W) Adjust _____ manhole rims
Final Limits subject to adjustment by Right-of-Way Inspector.

Planning Building & Development 215 Church Ave., SW, Room 170 Roanoke, VA 24011

Phone: (540) 853-1090 www.roanokeva.gov permitcenter@roanokeva.gov



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A permit Application will not be reviewed unless accompanied by a scaled site plan of proposed work. Site plan shall show all requested work on the application including city right of way line, edge of pavement, curb & gutter, sidewalk, driveways, closest cross street, city trees and north arrow. Existing utility lines and reference them to the edge of pavement. All work shall be done in accordance with this application or as amended by this office. Detailed traffic control plan must be provided, if required. Allow ten (10) business days for review.

LIABILITY OF PERMITTEE: Each Permittee is wholly responsible for the quality of the Excavation performed in the Public Right of Way and is liable for all consequences of any such Excavation and any Facilities installed in the Public Right of Way. Permittee is responsible for any acts or omissions of Permittee's employees, agents, or subcontractors. Permittee agrees and binds itself to indemnify, keep and hold the City, its officers, agents, and employees (hereafter collectively referred to in this paragraph as City) free and harmless from any and all claims, causes of action, damages or any liability, including reasonable attorney's fees and costs, on account of any injury or damage of any type to any persons or property (including City property) growing out of, or directly or indirectly resulting from, any act or omission of Permittee or Permittee's employees, agents, or subcontractors, including but not limited to: (a) Permittee's use of the public ways or other areas of the City; (b) the acquisition, construction, reconstruction, erection, installation, operation, maintenance, repair or extension of Permittee's facilities within the Public Right of Way; or (c) the failure, refusal or neglect of Permittee to perform any duty imposed upon or assumed by Permittee by or under its permit. The issuance of any permit, inspection, repair, or suggestion, approval or acquiescence of any person affiliated with the Division shall not excuse the Permittee from such responsibility or liability.

The applicant further agrees to accept full responsibility to provide work zone safety in accordance with the latest edition of the Manual on Uniform Traffic Control Devices and the Virginia Work Area Protection Manual.

WARRANTY: In the event that subsurface material, curbing, sidewalk, or pavement over or immediately adjacent to any Excavation should become depressed, broken, or fail in any way within two(2) years after the Excavation has been completed and designated as such by the City, and that is attributable to the Excavation or performing the Excavation, the Permittee and the Permittee's subcontractor who did such work in the Right of Way shall make the necessary repairs as directed by the Division. The Transportation Division shall notify the Permittee or subcontractor of the condition, location, and the required remedy, and such Permittee or subcontractor shall repair or restore, or cause to be repaired or restored, such condition to the satisfaction of the Transportation Division within thirty (30) calendar days of the notification. If a failure poses a hazardous situation, the Permittee or subcontractor shall restore such condition within seventy-two (72) hours of the notification. The Transportation Division may extend the time for such party to repair or to restore the affected Public Right of Way. All warranty repairs shall comply with Section 5.0 of the City of Roanoke Right of Way Excavation and Restoration Standards (Standards.) All repairs to areas damaged as a result of performing the work covered under the permit shall be covered by the warranty. All such repair or restoration work shall be subject to an additional warranty period of two (2) years from the date of completion of such work. Failure of any such work will be repaired or restored as set forth above or as otherwise provided in the Standards.

I certify that the above information is accurate, that proper permission from the utility owner has been obtained to perform the work, that all work will be done in accordance with the current edition of the City of Roanoke Right of Way Excavation and Restoration Standards, and that the owner and the undersigned, if different, agree to the terms of such Standards.

Printed Name of Permittee or
Authorized Agent

Signature of Permittee or
Authorized Agent

(original signature required for approval)

Date

Approved
(City of Roanoke Authorized
Agent)

Date