



Franchise Right-of-Way Use Permit

Ver.3.6.21



Completely Fill Out All Yellow Areas Only

Permit is issued by City of Sarasota Neighborhood & Development Services, Engineering Division

1565 First Street, 3rd Floor, Sarasota Florida 34236 Tel: (941) 365-2200 ext. 4375, Fax: (941) 954-4178

Application Date:		Permit No. _____	
Applicant Information	Applicant Name (First and Last)		Applicant Company Name
	Applicant Phone No. (Office)		Applicant Company Address
	Applicant Phone No. (Mobile)		Applicant Company City
	Applicant E-mail Address		Applicant Company State and Zip Code
Contractor Information	Company Name		Project Manager For This Project
	Office Phone No.		Cell Phone No.
Location Of Work And Site Being Serviced			
Description Of Work			

From start to finish, how many days will workers be working in the ROW for this job to be completed?

I have read the entire Franchise ROW Use Permit with attachments and hereby agree to the terms under which this permit is being issued:

Signature of Applicant: _____

Date: _____

Addition Work Permit Types Covered By This Permit:

Work Permits:

Closure/Obstruction Permits:

<input type="checkbox"/> Driveway (\$50 per driveway) Concrete / Paver	<input type="checkbox"/> Sidewalk (\$50/per day/per blockface + surcharges)
<input type="checkbox"/> Curb and Gutter (\$50 per block face)	<input type="checkbox"/> Lane (\$100/per day/per blockface + surcharges)
<input type="checkbox"/> Sidewalk/Ramp (\$50 per block face or per ramp)	<input type="checkbox"/> On-Street Parking Space (\$40 or \$100/day + surcharges)
<input type="checkbox"/> Application fee (\$50.00)	<input type="checkbox"/> Parkways, Medians or Unimproved ROW's (\$20 per day)

Inspection Requirements (check all that apply) (\$50/each inspection - 1 hour max)

Daily Weekly Monthly Initial and Final Initial Only Final Only Other_____

Additional Requirements (check all that apply)

Construction Bond/Deposit Construction Lab Testing Contact All Affected Utilities (Public and Private)
 Maintenance of Traffic Plan (see M.O.T. Form) 72 Hr Notice 48 Hr Notice Public Notice Public Meeting

Additional Requirements by City Engineering:

Permit Schedule	Applicant must call the Engineering Division to activate this Permit? YES NO		Construction/Obstruction Start Date			Construction/Obstruction End Date (Permit Expiration date)		
Permit Payment & Extensions	Cost of Permit	Extend From:	Extend To:	Add'l Cost:	Extend From:	Extend To:	Add'l Cost:	
Permit Fees Waived If Checked And Initialed By Permit Issuer <input type="checkbox"/>		_____			_____			
Per Ordinance 07-4724		City Engineer or Designee Approval			Date:			

INSPECTIONS LOG

Franchise R-O-W Use Permit No. _____

Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	
Date:	Comments:
Time:	
Inspector:	

Inspectors Final R-O-W Restoration Approval						
	Compaction test results received	NA	PASSED	FAILED	Approved By:	Date
	Sidewalks restored	NA	PASSED	FAILED	Approved By:	Date
	Curbs/Gutters restored	NA	PASSED	FAILED	Approved By:	Date
	Medians restored	NA	PASSED	FAILED	Approved By:	Date
	Landscaping restored	NA	PASSED	FAILED	PW Approved By:	Date
	Roads milled and repaved	NA	PASSED	FAILED	PW Approved By:	Date
	Roads milled and repaved	NA	PASSED	FAILED	PW Approved By:	Date
	Temporary Markings	NA	PASSED	FAILED	Approved By:	Date
	Final Thermoplast	NA	PASSED	FAILED	Approved By:	Date
	Traffic Loops Restored	NA	PASSED	FAILED	PW Approved By:	Date
	Other					Date

INSTRUCTIONS FOR SUBMITTING FOR A FRANCHISE ROW USE PERMIT APPLICATION

- 1 This application form along with a one (1) set of plans, maintenance of traffic (MOT) plan, pedestrian control (sidewalk) plan if applicable and a work schedule are minimum requirements.
- 2 If the set of plans is larger than 11"x17", then an electronic set must also be furnished (may still require electronic set for 11"x17" or smaller). Cad file is the preferred electronic preference or a good clean PDF file. CD's, DVD's or e-mailed copy's will be accepted.
- 3 Applications may be hand delivered or electronically sent (e-mailed) to this office.
- 4 Examples of required work schedule:

1 day job	day 1				
work description	1,2,3,4,5,6,7,8,9,10				
2 day job	day 1		day 2		
work description	1,2,3,5,9		1,3,4,5,6,7,8,9,10		
3 day job	day 1	day 2		day 3	
work description	1,2,3,5,9	1,3,4,5,9		1,4,5,6,7,8,9,10	
multiple days	day 1	day 2	day 3	day 4	day 5
work description	1,2,3,5,9	1,3,4,6,7	no work	7,9	1,7,8,9,10

WORK DESCRIPTION

- 1 set up MOT
- 2 set up erosion control if required
- 3 install piping
- 4 tie piping in, set boxes & pull wire
- 5 back fill and clean up site
- 6 back fill, clean up site and temporarily patch work in roadway
- 7 restoration
- 8 remove erosion control
- 9 remove MOT if required
- 10 job completed - final inspection called for

GENERAL FRANCHISE ROW USE PERMIT GUIDE LINES

1. All elements of approved Maintenance of Traffic Plan must be correctly established in the field.
2. A Professional Land Survey or a Photographic Survey of all work locations and a record of all existing right-of-way signage, street markings, etc which may be affected during construction must be obtained by the Permittee and/or Contractor before work begins.
3. At the end of each work day worksite must be left in acceptable condition; all traffic maintenance devices and signage must be secured, worksite must be clean of loose materials, debris, etc; inlets must be free of dirt and debris; and all surfaces must be made safe for travel for the amount of time they are to be left unattended.
4. All trenches must be constructed to meet or exceed E.D.C.M. standards.
5. All trench backfill must be compacted in 6" lifts, and tested every 2.0' of depth, no less frequent than every 200' of trench length or at each utility cut. Compaction test results must be delivered to the Neighborhoods & Development Services, Engineering Division.
6. Asphalt paving shall be Type II or Type III asphalt for intermediate or leveling courses. Type III shall be used on final course unless otherwise directed in writing by the City. Paving shall be done per entire lane width, and shall exceed trench dimensions as required by the City. If centerline is crossed, entire width of roadway shall be repaved. Milling is required prior to paving in areas defined by the City. All paving specs shall meet or exceed the most up to date F.D.O.T. Standard Specifications for Road and Bridge Construction.
7. Temporary markings shall be established which replicate previous markings unless otherwise determined by the City Engineer.
8. All right-of-way which has been disturbed shall be replaced like-for-like, and meet E.D.C.M. requirements if improvements are required. In any areas where sidewalk is disturbed, all area ramps shall be brought up to meet ADA requirements.
9. All traffic control loops shall be restored by an F.D.O.T. certified contractor for traffic signal work. Detection loops should be restored as soon as possible, and under no circumstances shall non-functioning loops remain for over two weeks unless approved by the City Engineer. Loops at major intersections may be required much sooner if significant delays to motorists will occur.
10. Final markings shall be thermoplastic, meeting F.D.O.T. section 711 and 713, and shall be applied cleanly and in proper configurations and dimensions.