



CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540
Phone: (541) 535-7401 Fax: (541) 535-7423 www.cityoftalent.org

RIGHT OF WAY EXCAVATION PERMIT

This permit covers the cutting and excavation of streets or alleys within the City of Talent. The applicant must provide a description of the purpose for the permit and also a **site map** indicating the location of excavation. All work shall conform to the City of Talent current Engineering Standards and Ordinances. **Applicant shall call to request inspection 24 hours prior to excavating the trench. Paving contractor shall call 12 hours prior to patching to request the final inspection. For inspections call 541-535-3828.**

Property Owner	Talent Street Address or Property Location	Phone
Contractor, Firm or Corporation	Business Address	Phone
State License #	Insurance Policy # & Agent	Phone

Assessor's Map Number (Township, Range, Section, Quarter Section)	Tax Lot Number	Acres
38-1W-		
38-1W-		

Applicant shall, at the Applicant's own expense, at all times during the term of this Permit, maintain in force a comprehensive or commercial general liability policy including coverage for contractual liability for obligations assumed under this Permit. Applicant shall defend, indemnify and save City, its officers, employees, agents and volunteers harmless from any and all claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death,) or damage to property (including loss or destruction), of whatsoever nature arising out of or incident to the intentional or negligent activities covered under the terms of this Permit.

Applicant's Initials _____

PROJECT INFORMATION:

Estimated Start Date: _____

Estimated Completion Date: _____

Trench #1 Size: Length _____' x Width _____' x Depth _____'

Trench #2 Size: Length _____' x Width _____' x Depth _____'

Trench #3 Size: Length _____' x Width _____' x Depth _____'

Excavation to be within:

- Paved street
- Non-paved street
- Paved alley
- Non-paved alley
- Sidewalk
- Other _____

Purpose:

- Sewer Line
- Water Line
- Storm Drain
- Electrical
- Gas
- Phone
- Cable
- Other _____

INSPECTOR'S REMARKS			
ITEM	COMMENTS	APPROVAL/SIGNATURE	DATE
Forms (location, grade, ADA, width)			
Prep & Compaction			
Finish			
<input type="checkbox"/> Business License <input type="checkbox"/> Copy of Insurance <input type="checkbox"/> Traffic Control Plan <input type="checkbox"/> Photos Stormwater Protection			

ALL PERMITS HAVE A BASE FEE OF \$130.00 PLUS FEES LISTED BELOW

This permit will be issued for cutting and excavation of streets or alleys in the City of Talent’s jurisdiction. The applicant must provide a description of the purpose for the excavation and also a site map showing the location of the excavation. Permission to cut the surface of the streets must be in accordance with Talent Municipal Code.

Additional Street Cut Fee Table

The excavation and cut permit fee is \$130 plus the additional street cut fee as calculated based on the table below if the street is paved.

Age of Street	Excavation Fee (linear foot)	
	Longitudinal	Transverse
*Pavement		
Less than 5 years	\$ 3.50	\$ 7.00
Between 5 and 10 years	\$ 3.00	\$ 6.00
Between 11 and 15 years	\$ 2.00	\$ 4.00
Over 16 years	\$ 1.00	\$ 2.00

OTHER:

- Any trench cut that extends past the 8-foot mark from the curb requires a right-of-way closure permit.
- Age of street pavement will be calculated based upon the period of time since the street where the excavation occurs was resurfaced, overlaid, or reconstructed. This will be measured from the fiscal year in which such work was completed to the fiscal year when a permit is issued for excavation. The City of Talent will maintain these records.
- Fee is based upon a trench width of 36 inches or less. If the trench or cut is more than 36 inches in width, the fee will be recalculated based upon a pro-rated square foot basis.

APPLICABILITY:	EXEMPTIONS:
<ul style="list-style-type: none"> • Utility Companies (and their contractors) that have an existing franchise utility agreement with the City • Rogue Valley Sewer Services & their contractors • Talent Irrigation District • Private contractors and other entities 	<ul style="list-style-type: none"> • City of Talent Public Works Department • Contractors hired by the City for a specific project • ODOT when working on State Highways • Jackson County when working on County Roads

PERMIT PROCESS:

1. Applicant fills out and signs ROW Excavation Permit, signs a Storm Drain Protection Permit, pays base permit fee, submits site plans, and (if applicable) traffic control plan to Community Development.
2. Community Development forwards permit application and site plans to Public Works Department for review. PWD has two working days to review and return permit to Community Development.
3. If all items are complete and approved, Community Development issues permit to applicant.
4. PWD inspects improvements, inspects storm drain protection, determines fees for re-inspections, if needed, (\$20/inspection), and performs final walkthrough to ensure right-of-way is in a condition that is equal to or better than the condition of the right-of-way prior to issuance of this permit.
5. PWD completes final inspection on ROW Excavation Permit, determines additional fees if necessary, and returns to Community Development.
6. Community Development collects any required additional fees and files the completed ROW Excavation Permit.

NOTE: Failure to complete Right of Way Permit within one year of issuance of the permit will require renewing the permit.

Applicant’s Initials _

SITE PLAN REQUIREMENTS:

- Applicants shall submit 8.5"x11" or 11"x17" site plans showing proposed construction including locations of right-of-way, easements, affected tax lots, existing and proposed utilities, signs, curb, gutter, edge of pavement, sidewalk, planters, driveways, etc.
- A Traffic Control Plan, if required, shall show proposed signage, flagging, temporary barriers, etc. that will adequately address traffic impacts of the construction proposed. Closing roads shall not be permitted at any time unless permission is granted from the City Manager or his/her designee through and approved ROW Closure Permit.

NOTE: A Certificate of Occupancy (if applicable) will not be issued until all items have been completed and approved on the ROW Excavation Permit.

Applicant’s Initials _

THE UNDERSIGNED PERMITTEE HEREBY CERTIFIES:

- That I am properly registered and licensed as required by the City of Talent and the State of Oregon;
- That in the performance of the work for which this permit is issued, I shall not employ any person in violation of the Worker's Compensation laws of the State of Oregon;
- That I will furnish proof of Commercial Liability Insurance in the amount of \$2,000,000 upon request.

THE UNDERSIGNED PERMITTEE HEREBY AGREES:

- To perform all public improvements in accordance with the current APWA Oregon Standard Specifications for Construction and the City of Talent Standard Details (available from the City), to do all work under the supervision, and to the satisfaction of the City Engineer/Public Works Director or his/her designee (Ordinance No. 96-620-0, Resolution 14-915-R), and complete all work as specified on the submitted site plan and (if applicable) traffic control plan;
- That all excavation shall be backfilled to meet City compaction standards (95% of modified proctor density or cement slurry) and, if requested, will provide compaction testing to assure adequate compaction of backfill in City rights-of-way;
- That all work performed under this permit is guaranteed for a period of two years from the date of final acceptance. Failures will be corrected within two weeks after notification to the satisfaction of the City Engineer/Public Works Director or his/her designee
- That all work will be completed within one year of the issuance of this permit. Failure to complete work for which this permit is issued will require renewing the permit, including payment of original fees;
- To notify the Public Works Department 24-hours prior to beginning any work in the public right-of-way at (541) 535-3828;
- That no work in the public right-of-way will begin prior to issuance of this permit.

Applicant's Signature _____

Date _____

<i>FOR OFFICE USE ONLY</i>				
Date Received:	Received By:	Public Works Approval:	PW Approval Date:	File Number:

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

The City of Talent is an Equal Opportunity Provider