

## **RIGHT OF WAY & ACCESS PERMIT APPLICATION**

### **CHECKLIST PRIOR TO SUBMITTAL**

1. Complete Application
2. Signed Acknowledgement of Terms & Conditions
3. Copy of Liability Insurance (South Salt Lake City must be listed as certificate holder)
4. Cost Estimate of all Proposed Work
5. BMP or SWPPP Statement
6. \$60 Nonrefundable Deposit (applied toward inspection fees)
7. ONE paper copies of Site Plans (11" x 17" minimum)
8. ONE paper copies of Traffic Control Plans (11" x 17" minimum)
9. ONE paper copies of Storm Water Pollution Prevention Plans (11" x 17" minimum)

\*If requested or 1 acre or more of land disturbed

**\*\* INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED \*\***

### **CHECKLIST PRIOR TO PERMIT RELEASE**

1. Nonrefundable Fee Payment
2. Signed South Salt Lake Improvement Agreement
3. Original Stamped Bond (Estimate must be approved prior to bond submittal)

***Submitting a permit application does not authorize the applicant to begin construction. Working without an approved permit violates South Salt Lake Municipal Code. South Salt Lake City reserves the right to pursue enforcement action including but not limited to Notice of Violation and Summons, and Citations.***

***Applicants are responsible for addressing and correcting all inaccurate or incomplete application documentation. Inactive applications automatically void after 180 days. All voided applications require submittal of new applications, including payment of all costs and fees. All application fees are nonrefundable.***



220 East Morris Avenue, Suite 200  
 South Salt Lake City, Utah 84115  
 (801) 483-6063 telephone  
[www.sslc.gov](http://www.sslc.gov)

## RIGHT OF WAY & ACCESS PERMIT APPLICATION

**PERMIT #:** \_\_\_\_\_

**APPLICATION DATE:** \_\_\_\_\_

PROJECT INFORMATION				
<b>FEE TITLE OWNER(S)</b>				
<b>PROJECT OWNER</b>		TELEPHONE		
EMAIL		24-HR EMERGENCY TELEPHONE		
<b>PROJECT ADDRESS</b>		CITY	STATE	
			ZIP	
<b>DESCRIPTION OF WORK</b>				
CLOSURE INFORMATION		# OF LANES	# OF BLOCK	# OF DAYS
SIDEWALK				
LANE CLOSURE				
LOCAL STREET FULL CLOSURE				
ARTERIAL STREET FULL CLOSURE				
CONTACT INFORMATION				
<b>PERMIT CONTACT</b>		TELEPHONE		
EMAIL		24-HR EMERGENCY TELEPHONE		
BUSINESS ADDRESS		CITY	STATE	
			ZIP	
STATE LICENSE #		EXPIRATION DATE		
<b>GENERAL CONTRACTOR</b>		TELEPHONE		
EMAIL				
BUSINESS ADDRESS		CITY	STATE	
			ZIP	
STATE LICENSE #		EXPIRATION DATE		
<b>SUB CONTRACTOR</b>		TELEPHONE		
EMAIL				
BUSINESS ADDRESS		CITY	STATE	
			ZIP	
STATE LICENSE #		EXPIRATION DATE		



## **SOUTH SALT LAKE PUBLIC RIGHT OF WAY ACCESS TERMS AND CONDITIONS**

Application is hereby made by the undersigned for a permit to work within the City right of way for the purpose designated below. It is understood and agreed by the applicant that all necessary precautions for public safety will be installed and maintained from the commencement to the conclusion of construction operations described by this permit. The applicant shall indemnify and hold harmless the City of South Salt Lake from all liability, loss, damage, cost, or other expenses, arising from any accident, injury, loss or damage to any person or property caused directly or indirectly by the acts, errors, or omissions of applicant and its agents, servants, employees, or subcontractors. In addition, applicant agrees to the following terms and conditions:

1. **All work must be scheduled and coordinated with the City of South Salt Lake Engineering Department. All work not inspected prior to back fill being placed, shall be re-excavated at the contractor's expense to allow for inspection.**
2. All work and clean up must be complete within 30 days from the start date of this permit unless a permit extension is granted by South Salt Lake City Engineer, or the Engineer's authorized representative.
3. Curb, gutter, and sidewalk installation shall be in conformance with the 2017 Edition of the APWA Manual of Standard Plans and Manual of Standard Specifications, South Salt Lake City engineering supplementary standards, or South Salt Lake City Engineer, or the Engineer's authorized representative.
4. Asphalt trench repair shall be saw cut. Asphalt trench repairs require a T-patch extending at least 2 feet beyond the edge of the trench, or as specified in the APWA Manual of Standard Plans and Specifications, South Salt Lake City Engineering supplementary standards, South Salt Lake City Engineer, or the Engineer's authorized representative.
5. A minimum of 8" of road base is to be installed under pavement surfaces. A minimum of 6" of road base shall be installed under curb, gutter, and sidewalk or as specified in the APWA Manual of Standard Plans and Specifications, or as directed by South Salt Lake City Engineer or the Engineer's authorized representative.
6. Replacement asphalt shall match existing asphalt thickness plus 1 inch, but in no case be less than 4 inch thick. See the latest edition of the APWA Manual of Standard Plans and Specifications for maximum pavement thickness.
7. On all new pavements, 5 years old or less, asphalt trench repairs shall be in conformance with South Salt Lake City engineering supplementary standards, or South Salt Lake City Engineer, or the Engineer's authorized representative.
8. Any road with existing overlay fabric shall be repaired as directed by South Salt Lake City Engineer, or the Engineer's authorized representative.
9. All manholes and inlet boxes shall be core cut.
10. Storm drain and sewer line repairs shall be video inspected, and a copy of the video shall be given to the South Salt Lake City Engineer, or the Engineer's authorized representative.
11. All contractors and their employees shall wear proper personal protective equipment at all times when working in the public right of way.
12. Permit applicant shall provide Certificate of Liability Insurance with application.
  - Liability insurance shall include: \$1,000,000 each occurrence & \$2,000,000 aggregate
13. The Fees paid for this permit do NOT include overtime costs for city inspectors. Applicant agrees to reimburse the City of South Salt Lake for the following costs:
  - Two-Hour minimum call out fee for all after hours, weekends, or emergency inspection service
  - Additional time shall be charged at a rate of 1.5 times the inspector's hourly rate.
14. **24-hour notice is required for all inspections. Call 801-483-6032, specify Engineering Inspection.**
15. **NO EXCAVATION WILL BE LEFT OPEN LONGER THAN 24 HOURS WITHOUT EXPRESS PERMISSION IN WRITING FROM SOUTH SALT LAKE CITY ENGINEER, OR ENGINEER'S REPRESENTATIVE.**
16. ALL WORK MUST COMPLY WITH THE CITY OF SOUTH SALT LAKE STORM WATER MANAGEMENT PLAN. Call the South Salt Lake Storm Water Division for storm water related questions at 801-483-6045

**\*\*\*I HAVE READ AND UNDERSTAND THE TERMS OF THIS PERMIT AND AGREE TO BE BOUND THERETO\*\*\***

SIGNATURE OF APPLICANT: \_\_\_\_\_

NAME OF APPLICANT (PRINTED): \_\_\_\_\_

-----FOR CITY USE ONLY-----

EXCAVATION FEE: \$ \_\_\_\_\_ INSPECTION FEE: \$ \_\_\_\_\_ CLOSURE FEE: \$ \_\_\_\_\_

FEE TOTAL: \_\_\_\_\_ RECEIPT #: \_\_\_\_\_

**CITY OFFICIAL USE ONLY**

**CONTRACTOR START/END DATE**

PERMIT #: \_\_\_\_\_

ACCEPTED BY: \_\_\_\_\_

DATE OF APPROVAL: \_\_\_\_\_

START DATE:

COMPLETION DATE: