Right-of-Way Permit Application

City of Milwaukie

6101 SE Johnson Creek Blvd., Milwaukie OR 97206

Phone: 503-786-7613 Fax: 503-786-7612

Inspection Line: 503-786-7575 www.cityofmilwaukie.org

Email Address: engineering@ci.milwaukie.or.us

DEPARTMENT USE ONLY	
Permit no.:	
Date Received:	
Date Issued:	By:
Receipt #:	
_______________ (Right-of-Way Use Expiration Date)	

Permit Type: ☐ **Right-of-Way Construction** ☐ **Right-of-Way Use**

Before beginning work, **24 hour notice** must be given to the Public Works Department and emergency and transportation agencies:

- City Public Works…….(503) 786-7606
- Fire / Police Dispatch……....(503) 786-7500
- North Clackamas School District #12…...(503) 353-6000
- Tri-Met……...(503) 661-8117

Permittee shall notify applicable utility companies **48 hours** prior to start of work.

Public Works must be notified prior to each stage of construction.

A Traffic Control Plan is required for any work that will obstruct the normal flow of vehicular or pedestrian traffic. The plan must be submitted to the City for review and approval **48 hours** before beginning work.

We hereby agree to replace said premises satisfactory to the Engineering Director at our own expense, and to hold the City of Milwaukie harmless from any and all damages or expense caused by, or in any way connected with, the use of said property or restoring the same to its original condition. City specifications shall be met unless otherwise authorized by the Engineering Director or their authorized representative. If work cannot be completed by expiration date, applicant must apply for an extension.

_____	_____	_______________
Applicant Name/Business	Applicant Signature	Date

JOB SITE INFORMATION AND LOCATION		
Job site address:		
City:	State:	ZIP:
Subdivision:	Lot no.:	
Project name:		
Description of work:		

PROPERTY OWNER		
Name:		
Address:		
City:	State:	ZIP:
Phone: - -	Fax: - -	
E-mail:		

24 / HR. / AFTER HOURS EMERGENCY CONTACT
Name:
Phone: - -

CONTRACTOR		
Business name:		
Address:		
City:	State:	ZIP:
Phone: - -	Fax: - -	
E-mail:		
CCB license no.:	City / Metro lic. no.:	
Insurance Company:		
Policy Number:		
Signature:		

FEES	
Inspection Fee	$
Street Opening Deposit (Refundable)	$
TOTAL FEES	**$**

REFUND STREET OPENING DEPOSIT TO THE FOLLOWING		
Name:		
Address:		
City:	State:	Zip:

Call the OREGON UTILITY NOTIFICATION CENTER for locates a minimum of two working days before you dig, drill, or blast.
"It's the law" – (1-800-332-2344)

A COPY OF THIS PERMIT SHALL BE ON SITE WHILE THE WORK IS IN PROGRESS.
CASE OF WATER OR SEWER EMERGENCY, CALL 503-323-5520

The Applicant is hereby authorized to engage in construction activities in the public right-of-way or public utility easement as set forth herein illustrated on the approved plans. All work shall comply with the approved plans, the City's specifications and regulations, and special conditions stipulated on this permit, on the approved plans, or as directed by the City Engineer or designee during the performance of the permitted activity. Approval of the plans is to ensure general compliance with City Code and does not relieve the Permittee or its contractors from their respective duties in complying with any applicable Federal or State law or regulation, including but not limited to the Federal Endangered Species Act and its regulations.

Specifications for pavement cuts and excavation in the right of way or utility easement:

Traffic Control Requirements

1. Employ traffic control signage/methods per Manual on Uniform Traffic Control Devices (MUTCD) or Oregon Temporary Traffic Control Handbook. On jobs where a specific traffic control plan is required, work shall not begin until the plan has been reviewed and approved by the City.
2. One travel lane must remain open at all times unless otherwise specified on the traffic control plan.

Pavement Cuts

1. Pavement cuts shall be backfilled with cold mix or covered with secured steel plating at the end of each workday until the final asphalt patch is placed. Cold mix shall be placed around all edges of the steel plates. Overnight gravel patches are prohibited on a traveled way. Temporary patches shall be regularly checked and maintained.
2. If steel plates are used, "STEEL PLATES IN ROAD" signs must be installed in accordance with the MUTCD.
3. All pavements, including driveway crossings and curbs, shall be saw cut prior to final repair.
4. Saw cut slurry will be vacuumed as the cut is made.
5. Excavated spoils will be loaded directly in a truck. Spoils may not be stockpiled in the street.
6. Concrete wash water, saw cut slurry, mud or other debris may not be washed into the City's storm or sanitary system or deposited in the right-of-way.

Trench Backfill Requirements

1. Granular backfill shall consist of ¾"-0 crushed aggregate compacted to 95% of maximum dry density as determined by AASHTO T-180. Aggregate shall meet specifications for base leveling courses for paving and surfacing (see Milwaukie Public Works Standards Division 505.03).
2. Controlled Density Fill (CDF) shall be used if specified on the approved permit. CDF shall meet the requirements of Milwaukie Public Works Standards Division 205.02.14 and Standard Drawing #515.

Pavement Patching

1. Pavement patching shall be installed in a minimum of two lifts (maximum 3" lifts) of Class C hot asphalt mix. Patch seams shall be tack-coated and sand-sealed. Thickness of asphalt patches depends on street classification and shall conform to Milwaukie Standard Drawing #515.
2. Results of all compactions tests shall be submitted to the Engineering Department (if required).
3. Rock grade inspections must be scheduled and approved prior to installing the final pavement patch. Any patch installed prior to inspection is subject to additional testing and/or removal at the Applicant's expense.
4. Potholing for utilities shall be circular holes using a vacuum device. All potholes shall be filled with CDF or Bentonite to the bottom of the existing asphalt. Asphalt shall be replaced to the same thickness as existing, but shall not be less than 4 inches thick.

Hours of Work

Noise generating equipment is limited to the following hours of operation by the City's noise ordinance (MILWAUKIE MC 8.08.070I): Weekdays 7:00 a.m. to 7:00 p.m.; Saturdays 8:00 a.m. to 5:00 p.m. See front of permit for the hours the project street may be occupied.

Erosion Prevention and Sediment Control Requirements

1. See Milwaukie Municipal Code 16.28 (http://www.ci.milwaukie.or.us/departments/pubworks/pubworks.html)
2. Cover all stock piles with plastic.
3. Do not stock pile in the street.
4. Protect storm infrastructure main breaks or heavy rain.