

RIGHT OF WAY USE PERMIT

City of Plant City



Engineering Department
302 W. Reynolds St
Plant City, Florida 33563

ROW Permit #	
Approved By	
Permit Issue Date	
Expiration Date	
Inspection Required	Yes _____ No _____
MOT Required	Yes _____ No _____

TYPES OF ACTIVITIES WHICH NORMALLY REQUIRE THE APPLICATION FOR THIS PERMIT WOULD INCLUDE THE PLACEMENT OR REPAIR OF ANY OBJECT, STRUCTURE, OR FACILITY WITHIN A PUBLIC DEDICATED RIGHT-OF-WAY OR EASEMENT, CITY OWNED PROPERTY, WHETHER ABOVE GROUND OR UNDERGROUND AND ROAD CLOSURES.

Date: _____

Applicant name: _____ Company: _____

Applicant address: _____ Applicant telephone: (____) _____

_____ Email address: _____

Emergency phone no. 24 hours a day/7 days a week (____) _____ Fax: (____) _____

Owner name: _____ Telephone: (____) _____

Address/Job Site: _____

Will the project require a Roadway Closure? YES NO

IF YES, A DETOUR ROUTE MUST BE APPROVED AND WARNING SIGNS AND IN CERTAIN CASES VARIABLE MESSAGE BOARDS INSTALLED AT LEAST ONE (1) WEEK IN ADVANCE.

Check all that apply

Nature of Work

- | | | | |
|-------------------|--|---|--|
| Utilities: | <input type="checkbox"/> Potable Water | <input type="checkbox"/> Sanitary Sewer (Gravity) | <input type="checkbox"/> Sanitary Sewer (Force Main) |
| | <input type="checkbox"/> Sewage Lift Station | <input type="checkbox"/> Reclaimed Water | <input type="checkbox"/> Gas |
| | <input type="checkbox"/> Telephone | <input type="checkbox"/> Cable TV | <input type="checkbox"/> Buried Electric |
| | <input type="checkbox"/> Overhead Electric | <input type="checkbox"/> Jack & Bore | <input type="checkbox"/> Horizontal Directional Bore |
| Drainage: | <input type="checkbox"/> Culverts | <input type="checkbox"/> Drainage Structures | <input type="checkbox"/> Ditches/Swales |
| Paving: | <input type="checkbox"/> Sidewalks | <input type="checkbox"/> Curb & Gutter | <input type="checkbox"/> Concrete Driveways |
| | <input type="checkbox"/> Asphalt Repair | <input type="checkbox"/> Flowable fill | <input type="checkbox"/> Other: _____ |

Road Closure

Capital Project: _____ **City Projects Only**

All work and maintenance of traffic shall be carried out according to the plans attached in this application and the FDOT INDEX Series 600. Any exceptions must be approved by the City Engineer.

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Road Closures will be approved with no less than five (5) business days' notice. City Departments and Hillsborough County Agencies must have no less than five (5) business days' notice to time of closure. The following agencies will be notified by email prior to any road closure and proof of notification included in the permit application:

Agencies to be notified for Road Closures

<u>Department</u>	<u>E-mail Address</u>	<u>Phone Number</u>
City Manager Office	lmclmore@plantcitygov.com	813-659-4200 ext. 4157
Fire Department	dazzariti@plantcitygov.com	813-757-9131
Police Department	police@plantcitygov.com	813-757-9200
Utilities Maintenance	weverhart@plantcitygov.com	813-757-9288 ext. 4730
Hillsborough County EMS	fernandezf@hillsboroughcounty.org	813-272-6600
Hillsborough County Sheriff's Dept.	msullivan@hcsotampa.fl.us	813 247-8555
Hillsborough County School Board	Christine.Hughes@sdhc.k12.fl.us	813-707-7318
Plant City Courier	dnicholson@tampatrib.com	813-394-5103
Planning & Zoning	pscearce@plantcitygov.com	813-659-4200 ext. 4231
Stormwater/Traffic	drainard@plantcitygov.com	813-707-7200 ext. 4505
Building Dept.	jcarr@plantcitygov.com	813-659-4200 ext. 4145
Plant City Observer	ajurgensen@plantcityobserver.com	813-704-6850

Road To Be Closed:				
Between:	And:			
Beginning Date:	Time:			
Ending Date:	Time:			
Cross Streets Affected:	Closed:	One Lane:	Flagger:	Other:
Cross Streets Affected:	Closed:	One Lane:	Flagger:	Other:
Type of Work:				
Contractor: (Include name, address, and emergency phone number)				
Emergency phone number 24 hours a day 7 days a week (____)				
Will The Road Be Completely Closed?	Yes:	No:		

ALL WORK PERFORMED AS PART OF THIS PERMIT SHALL INCLUDE A "MAINTENANCE OF TRAFFIC PLAN" PREPARED BY A PERSON WHO HAS SATISFACTORY COMPLETED THE "FDOT ADVANCED MAINTENANCE OF

TRAFFIC COURSE" AND HAS A CURRENT QUALIFICATION, AND SHALL AT A MINIMUM BE CONSISTENT WITH FLORIDA DEPARTMENT OF TRANSPORTATION INDEX SERIES 600.

A copy of this sheet shall be emailed to all of the entities listed above and a copy of the MOT and detour route included. A copy of an email with this page will serve as proof the agency was contacted.

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GENERAL CONDITIONS

THE ENTITY OR COMPANY NAMED IN THIS PERMIT AS THE APPLICANT IS SUBJECT TO ALL OF THE FOLLOWING GENERAL CONDITIONS:

1. The applicant certifies that prior to filling out this application that said applicant has ascertained the location of all existing utilities both aerial and underground and the accurate locations are shown on the plans. Contractor to verify location of all utilities. The applicant further certifies that each utility company, public and private within the rights-of-way have been contacted and a **copy** of their response has been attached as part of this permit application.
2. The construction and maintenance of such utility shall not interfere with the property and rights of a prior occupant.
3. All work shall be done in keeping with the standards approved by the City Engineer of the City of Plant City and under the supervision of said City Engineer or representative.
4. All materials & equipment shall be subject to inspection by said City Engineer or their representative.
5. All construction shall be performed in a manner meeting the approval of the City Engineer of the City of Plant City and Safety Standards as prescribed by the Manual on Uniform Traffic Control Devices and FDOT Roadway and Bridge Design Standards. The City of Plant City shall be relieved of all responsibility from damages of any nature arising from issuance of this permit.
6. It is understood and agreed that the rights and privileges herein set out are granted only to the extent of the City's right, title and interest in the land to be entered upon and used by the Permittee and the Permittee will, at all times, assume all risk of and indemnify, defend, and save harmless the City from and against all loss, damage, cost or expense arising in any manner on account of the exercise or attempted exercises by said Permittee of the aforesaid rights & privileges.
7. The City requires photos of proposed location when applying for permit and post photo's upon closing the permit.
8. All City of Plant City property and/or rights-of-way shall be restored to original condition as far as practicable and meeting the approval of the City Engineer or representative, this includes the removal of locating flags and resodding.
9. The permittee shall maintain BMP's and erosion control measures throughout the duration of the project. This shall include obtaining a Notice of Intent through the Florida Department of Environmental Protection for projects over one (1) acre. No dewatering shall be done as part of this permit without an approved dewatering plan. If dewatering is contemplated a plan shall be submitted with the project plans.
10. All overhead installations shall conform to clearance standards of the Florida Department of Transportation (FDOT), and all underground crossings installations shall be installed at a minimum depth of thirty-six (36)" under the **road base** and at least thirty (36)" under below ditch invert grade. Variations and exceptions may be made by authority from the City Engineer or representative.
11. The attached sketch or sets of plans covering details of this installation shall be made a part of this permit. A copy of this permit must be on site at all times.
12. It is expressly stipulated that this permit is a licenses for permissive use only and that placing of facilities upon public property pursuant to this permit shall not operate to create or vest any property rights in said holder.
13. Whenever necessary for the construction, repair, improvement, alteration, relocation of any portion of a City facility as determined by the City Engineer, any or all poles, wires, pipes, cables, or other facilities and appurtenances authorized hereunder, shall be removed from said right-of-way, or reset or relocated thereon as required by the City Engineer, and shall be done at the expense of the holder. The minimum notice of the requirement for non-emergency removal is ten (10) days: for emergency removal, the city reserves the right to remove improvements without notice.
14. It is agreed that in the event of relocation of said utility, facilities are scheduled to be done simultaneously with a City improvement project, the Permittee will coordinate with the City before proceeding, shall cooperate with the City's contractor to arrange the sequence of work so as to not unnecessarily delay the work of the City's contractor, defend any legal claims of the City's contractor due to delays caused be the Permittee's failure to comply with the approved scheduled and shall comply with all provisions of the law and Rule 14-46, Florida Administrative Code. The Permittee shall not be responsible for delays beyond its control. The permittee shall furnish a relocation schedule if the work will fall into the time frame the capital project is under construction. The City **shall** be notified at least three (3) business days and not more than five (5) business days prior to starting construction at 813-659-4200 ext. 4124 after the permit is issued.
15. Notify Sunshine State One Call of Florida at 1-800-432-4770 at least two (2) full business days and not more than five (5) business days prior to starting construction.
16. Area of construction shall be marked in white paint and the locate flags removed during restoration.

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17. Proposed work must be started within thirty (30) calendar days from the date of approval. The extension of said time may be extended through written request only.
18. Execute and return three (3) copies of this permit with the Permit Closure Section completed and Record Drawings to the City stating that the job is completed in accordance with the permit and all changes have been noted in the record Drawings
19. At no time will this permit exceed 1 year.
20. This permit may be terminated by the City of Plant City when the City has determined the Permittee has violated **any** provision contained herein and/or fails to promptly correct such violation within five (5) days of notice from the City.
21. Permittee is responsible for providing an emergency contact person and phone number for 24 hours a day/ 7 days a week. Inability to make contact in the event of an emergency may result in the penalty such as revocation of permit and/or back charge as result of damages.
22. The City requires a \$2500.00 bond or 10% of the total cost of the project be submitted as security for this permit. Upon satisfactory completion of the work including removal of all signs and restoration of the work area the bond will be released. Upon request the City reserves the right to waive the bond requirement.
23. Comments: _____

This application shall, upon appropriate City signatures, become the permit. All work shall conform to City of Plant City Standards. Permission is hereby granted to:

Permittee & Title (typed or printed): _____

Permittee Signature & Title: _____

Address: _____

For the construction and maintenance of:

_____ see plans attached.

For City use only

Approved by: _____ Date: _____
City Engineer or Designee

PERMIT COMPLETION OF WORK

I, the undersigned, do hereby attest that the construction approved by the subject Permit was installed in Accordance with the permit requirements and in accordance with the City's Rights-of-Way Use Procedures and that all changes have been noted in the Record Drawings.

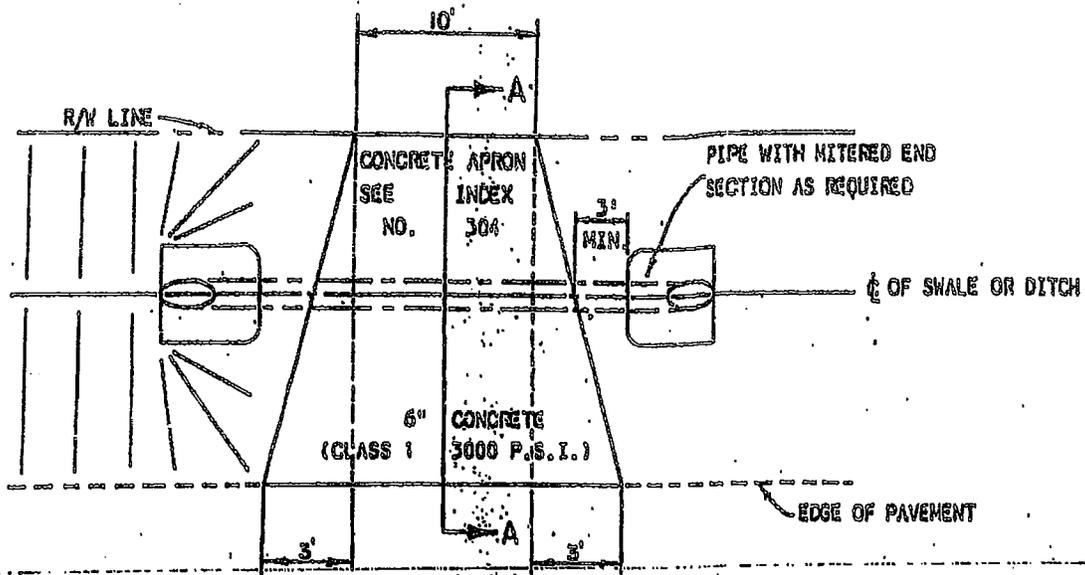
Signature: _____

Title: _____

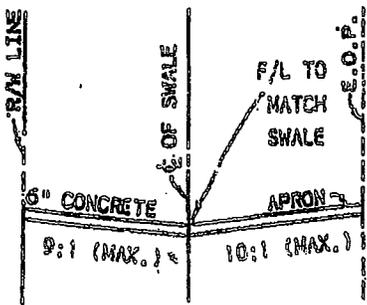
Date: _____

For City Use Only

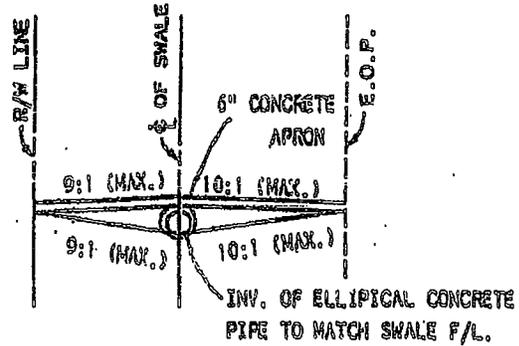
Accepted By: _____
City of Plant City: _____
Signature, Title, Date



PLAN VIEW

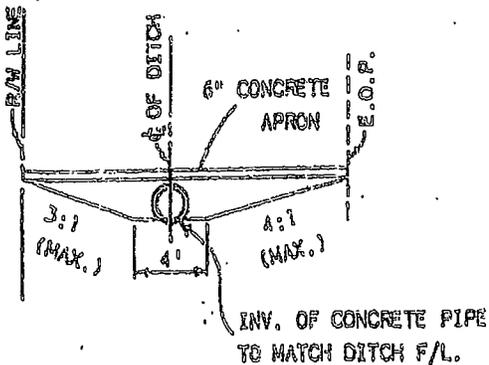


SECTION AA



SECTION AA

SWALE SECTIONS



DITCH SECTION AA

- NOTE: 1. USE CLASS III RCP WHERE CONCRETE DRIVEWAY APRON IS IN DIRECT CONTACT WITH PIPE CULVERT.
2. MINIMUM PIPE CULVERT DIAMETER SIZE SHALL BE 15" CIRCULAR OR EQUIVALENT ELLIPTICAL.
3. Schedule inspection of driveway prior to placement of concrete.

Plant City Code Sec. 102-1413. - Standards for off-street parking areas.

For the purposes of this Chapter, the following off-street parking development and maintenance standards shall apply in all cases, except single- and two-family dwellings:

(d) Access Management, Cross-Access, and Driveway Requirements:

- (1) In order to maintain the level of service by minimizing multiple connections to adjoining roads, where the proposed off-street parking areas abut similarly zoned land, the property owner shall provide a paved cross-access connection to the abutting property line. A cross-access easement shall be recorded prior to the issuance of a certificate of occupancy. Where the proposed off-street parking areas abut a parcel with an existing cross-access connection and/or easement, the connection shall be made between the two off-street parking areas.
- (2) Access to non-residential parking lots is prohibited from accessing through residential neighborhoods.
- (3) Service drives and access ways to public streets shall have a minimum vision clearance area formed by the intersection of the driveway centerline, the street right-of-way line, and a straight line joining such lines through points 20 feet from their intersection. No obstruction, including plantings, fences, walls, or any temporary or permanent structures, exceeding 30 inches high shall be located in this vision clearance area, except that trees exceeding this height may be located in this area, provided all branches and foliage are removed to a height of eight feet above the grade of the abutting right-of-way. For appropriate trees along the right-of-way, see Section 102-1378(18).
- (4) All parking areas must be designed to allow vehicles to enter and exit the roadway in a forward motion, except:
 - a. Parking areas with one or two spaces whose only access is on a local street.
 - b. Parking areas with up to four spaces may be designed so that vehicles back out into an alley. More than four spaces must have access to an improved alley or right-of-way. However, there must be a maneuvering area of at least 20 feet between the end of each parking space and the opposite side of the alley. If the alley is less than 20 feet wide, some of this maneuvering area shall be accommodated on-site.
- (5) Reduction of curb cuts and/or requirements of shared driveways shall be obtained through cross access agreements as noted within this Chapter.
- (6) Where possible, local streets shall be used for access instead of arterial or collector roads.
- (7) With new development, adjacent road networks shall be improved as needed to support the City's level of service.
- (8) Median openings shall be limited to existing openings, unless approved by the City Engineer or other agency having roadway jurisdiction.
- (9) All driveways constructed, altered or removed within the City limits shall be constructed, altered or removed as provided for in this Section. No person shall make any curb cut for a driveway, walkway or any other purpose, without first obtaining a permit from the City. Charges for the permit will be made according to the established fee schedule. Additional

permits may be required from Hillsborough County, Florida Department of Transportation, or any other agency having jurisdiction.

- a. Where driveways are to access a local roadway the following design standards shall be met:

Type	Width Minimum Ft.	Width Maximum Ft.	Radius Minimum Ft.	Radius Maximum Ft.	Minimum Spacing Between Drives Ft.
Multifamily	24	36	10	15	30
Commercial	24	36	10	20	40
Industrial	24	36	10	20	40

- b. Where driveways are to access a collector or arterial roadway the following design standard shall be met:

Speed Limit of Accessed Street	Minimum Separation of Driveways
MPH	(Nearest edge to nearest edge)
25	105'
30	125'
35	150'
40	185'
45	230'
50	275'

- c. Driveways on opposite sides of any undivided street classified collector or arterial shall be offset a minimum of 200 feet measured centerline to centerline.
- d. Where driveways and drive lanes access a City street the grade change shall not exceed 12 percent with no grade exceeding six percent.
- e. No driveway shall be permitted in the radius return of an intersection.
- f. No driveway shall be permitted with its center 50 feet from the edge of the nearest right-of-way line of an intersection street.
- g. No driveway shall be permitted which includes any public utilities such as traffic signal standards, catch basins, fire hydrants, or any other similar structure, unless such facility is relocated at the applicant's expense.
- h. All driveways shall be constructed as near to a right angle to the street or roadway as possible.

Plant City Code Sec. 102-1422. - Residential Standards.

For the purposes of this Chapter, the following standards shall apply in all residential, single- and two-family dwellings:

(1) Where driveways are to access a local roadway the following design standards shall be met:

Type	Width Minimum Ft.	Width Maximum Ft.	Radius Minimum Ft.	Radius Maximum Ft.	Minimum Spacing on edge of property line Ft.
Residential	10	24	3 Flare	3 Flare	8

(2) Residential driveways shall be spaced a minimum of every 60 feet, center line to center line.

(3) Where driveways and drive lanes access a City street the grade change shall not exceed 12 percent with no grade exceeding six percent.

(4) No driveway shall be permitted in the radius return of an intersection.

(5) No driveway shall be permitted with its center 50 feet from the edge of the nearest right-of-way line of an intersection street.

(6) No driveway shall be permitted which includes any public utilities such as traffic signal standards, catch basins, fire hydrants, or any other similar structure, unless such facility is relocated at the applicant's expense.

(7) All driveways shall be constructed as near to the right angle to the street or roadway as possible.

(8) All driveways shall cross the sidewalk area at the sidewalk grade.

(9) Driveways shall be designed so that stormwater will not flow from the street into the driveway.

(10) All driveway surfaces including driveway aprons within the right-of-way shall be maintained by the property owner in a safe condition for both vehicular and pedestrian access. Any modification, construction, alteration or removal shall require a permit from the City, and no such construction, alteration or removal of a driveway shall occur without first obtaining said permit.

a. Inverted driveway aprons will not be allowed within the right-of-way.

b. All driveway aprons within the right-of-way shall meet City design standards.

(11) Parking areas for all residential uses shall not cause more than 40% of the required front yard to be impervious.

(Ord. No. 16-2014, § 2, 8-11-2014)