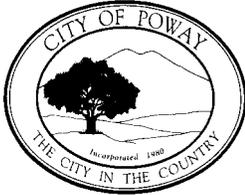


Applicant: _____

ROW No. _____



City of Poway Submittal Checklist

Right-of-Way Permit

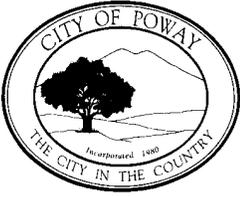
- _____ 1. Completed and signed Right-of-Way Application Form.
- _____ 2. Copy of the Contractor's license (Type A required) or a Waiver Request if not an "A" license.
- _____ 3. Certificate of insurance and general liability in the amount of \$2 million, as well as worker's compensation and auto liability, naming the City of Poway as certificate holder and additional insured.
- _____ 4. Additional Insured Endorsement form (ISO form CG 20 12 11 85, CG 20 26 07 04 or CG 20 10 07 04) that names the City of Poway as additional insured and references the certificate of insurance policy number.
- _____ 5. Detailed and scaled traffic control plan for all phases of work (11x17 Max Size), to current MUTCD, California Supplement Standards.
- _____ 6. Three (3) sets of the Site plan/construction drawings identifying a clear description of work (11x17 Max Size).
- _____ 7. All applicable fees and security deposits.

NOTE: The application will not be accepted unless items 1-7 are provided. In some cases, the City will consider a waiver of a part of the requirements of items 2 and 5 with the submittal of a waiver request.

Counter Submittal Checked By: _____

City Use Only:

Admin Assist:	<input type="checkbox"/> Check Above Submittals		
	<input type="checkbox"/> Verify Insurance-send to Admin. Serv. (if needed)		
	<input type="checkbox"/> Verify Contractor's License		
	<input type="checkbox"/> Create Files		
	<input type="checkbox"/> Enter into Database		
	PC #1	PC #2	PC #3
Route:	<input type="checkbox"/> Inspect.	<input type="checkbox"/> Inspect.	<input type="checkbox"/> Inspect.
	<input type="checkbox"/> Planning	<input type="checkbox"/> Planning	<input type="checkbox"/> Planning
	<input type="checkbox"/> Traffic	<input type="checkbox"/> Traffic	<input type="checkbox"/> Traffic
Permit Issuance:	<input type="checkbox"/> Approval Signature		
	<input type="checkbox"/> Expiration Date		
	<input type="checkbox"/> Assign Inspector		
	<input type="checkbox"/> Return Master File Only to Admin Assist		



City of Poway

Right-of-Way Permit

ROW No. _____

Private Development City Project

Associated Project No. _____

Contact Person _____

Address _____

Phone No. _____

1. APPLICANT, _____, hereby requests permission to work in the following streets or other public easements (provide owner, address and property description):

2. TO INSTALL (provide type of installation and approximate dimensions, length, width, and depth):

3. Contractor _____ License No. _____ Type _____
Subcontractor _____ License No. _____ Type _____
Address _____

Applicant must submit all the items noted on the Right-of-Way Submittal Checklist with the application.

NOTE: The application will not be accepted unless the required items indicated on the Checklist are provided. At the City's discretion a waiver for a part of the requirements of items 2 and 5 will be granted with the submittal of a waiver request.

Hours of work _____ (8:30 a.m. to 3:30 p.m. unless otherwise specified). Contractor must call Underground Service Alert at 811 to have utilities marked out before the pre-construction meeting. After the Permit is approved, the City Inspector will contact the contractor and set up a time for a pre-construction meeting. The City Inspector must have a minimum of two (2) working days notification prior to the scheduling of a pre-construction meeting and construction. The location of all utility cabinets or structures are subject to review, and may require that an MDRA be processed through the Planning Division of the Development Services Department.

In consideration of the granting of this application, the Permittee agrees to and by this instrument does hold the City of Poway, its elected and appointed officials, officers, and employees harmless from any liability for claims for work done and material furnished upon the property, or any improvements made on the property covered by this permit. Permittee further agrees to hold and save harmless from any claim, cause of action, liability or responsibility for any accident, loss or damage to persons or property caused by the negligence of the Permittee, secured by the submitted certificate of insurance, arising out of the work undertaken pursuant to this Permit, or any other permits that may be granted pursuant thereto. **I, the applicant, have read and understand this application and will abide by its rules and regulations.**

Applicant's Signature _____ Date _____

CITY USE ONLY:

APPROVED BY: _____	Date _____	<input type="checkbox"/> Insurance Ok
PERMIT VALID UNTIL _____	Inspector _____	Phone # _____
APPROVED EXTENSION DATE _____	By _____	

The Public Right-of-Way Permit shall be presented upon demand to any City employee or agent at the site of the work being performed. Failure to produce the Permit shall be grounds for immediate suspension of work and immediate remedial measures, as may be determined necessary by the City.

The Director of Development Services may impose, without prior notification, special conditions limiting the hours of operation or other conditions as deemed necessary to ensure the public health, safety or convenience. Violation of these or any other conditions may result in the immediate revocation of the Permit and forfeiture of the cash deposit.

SEWER AND WATER TIE-IN PROCEDURE

1. Obtain a copy of the *City of Poway Supplemental Engineering Standards* for sewer/water specifications from the City of Poway Development Services Department by downloading a copy from the City's website, www.poway.org.
2. Contractor must verify tie-in location elevation to determine if there is a conflict with existing utilities. Call Underground Service Alert at 811 to provide markouts for any utilities in the excavation area (i.e., gas, telephone, cable TV, signal detector loops, street light wiring, etc.).
3. Necessary materials conforming to the City's approved materials list (pipes, wyes, tees, valves, bedding and backfill material, etc.) must be onsite and inspected and approved by the City inspector prior to starting trench excavation.
4. All trench excavations shall be conducted in accordance with CAL OSHA standards at all times.
5. Water tie-in will require a shutdown of existing mains. Residential customers require 48 hours' notice and commercial customers require 7 days' notice (no tie-ins may be done on Monday or Friday). Hot-taps to water mains may be allowed. Please schedule shutdown with your inspector well in advance of the work.
6. Inspection and approval of the connection point must be done before bedding material can be placed over the pipe.
7. Water tie-ins for commercial, industrial and residential areas may be required to be done at night. In that case, additional fees will be required for nighttime inspection.

BACKFILL REQUIREMENTS

GENERAL The contractor must submit an OSHA Shoring Permit with this application for any trenches over 5' deep. In trenches 12" and wider, backfill will be compacted to 1" below the existing subgrade. The contractor's soils engineer shall supply compaction test results showing a minimum of 95% relative compaction in the top foot of subgrade and 90% in the remainder of the trench. 95% compaction of top foot may be waived if trench is not in a traveled way or maintenance road. Crushed aggregate base, equal in depth to existing base thickness, shall be installed and compacted to 95% relative compaction. Alternate backfill may be two sack sand slurry to within 1" below the existing subgrade. Trench backfill of all trenches 12" and narrower shall be two sack sand slurry to within 3" from the top of AC. Install locator tape a minimum of 24" above pipe. For trench repair use Detail G-24 Type A Regional Standard Drawing.

The asphalt patch must be PG-64-10, C-3 gradation in accordance with Standard Specifications for Public Works Construction (most recent edition Green Book). At the inspector's discretion, grinding of the existing AC pavement a minimum of 4" in depth for 12" outside the trench repair may be required. Any AC over 4" must be done in two lifts. Relative compaction of asphalt must be tested. The compaction after rolling shall be 95 percent of the density obtained by ASTM Test No. D-1560 or ASSHTO T-246 "Resistance to Deformation of Bituminous Mixtures by Means of Hveem Apparatus". All existing asphalt contact surfaces shall be tack coated with SS1H oil. All AC trench repair must be flush with the existing pavement. Sand seal is required on all patches. All temporary asphalt patching within the public right of way during the rainy season, October 1st through April 31st, must be a minimum of 3 inches thick of hot patch asphalt. The hot patch asphaltic material shall comply with Green Book specifications for C-2 PG 64-10. The surface shall be level with the existing AC surface, and at a minimum the compactive effort shall be completed with a loaded backhoe.

SEWER VCP and PVC pipe must have 4" to 6" of 3/4" gravel bedding and 3/4" gravel continuing to 12" above the top of pipe.

WATER The trench bedding for C900 shall be sand with SE of not less than (30) and an expansion coefficient, when saturated with water, of not more than half of one percent (0.5%). The sand material must pass 100% of a #4 sieve size and must be installed 4" to 6" below pipe and 1' over pipe.

SURFACING AND DRIVEWAY APPROACHES or other right-of-way construction such as, but not limited to, artificial turf, pavers, and sand courts, must be done according to the Standard Specifications for Public Work Construction (most recent edition Green Book) and the San Diego Regional Standard Drawings and the City of Poway's addendum to both named reference documents. All work is subject to removal and reinstallation at the permittee's sole expense should the City need to excavate or otherwise access its ROW for any reason.