



APPLICATION FOR RIGHT-OF-WAY ACTIVITY PERMIT

Department of Public Works

10 N. Bemiston Avenue • Clayton, Missouri 63105 • Phone (314) 290-8540 • Fax (314) 863-0296

Application Date: _____	MO One Call Ticket #: _____
Name of Company/Applicant: _____	
Address of Company/Applicant: _____	
(Address)	Phone #: _____
(City)	(State) (Zip Code)
Name of Contact: _____	Emergency Phone #: _____

Name of Subcontractors: _____	Phone #: _____
_____	Phone #: _____
_____	Phone #: _____

Address of Activity: _____	
Location of Activity:	<input type="checkbox"/> In Street <input type="checkbox"/> Behind Curb <input type="checkbox"/> Tree Lawn Only
Permit Type:	<input type="checkbox"/> Non-Excavation <input type="checkbox"/> Excavation
Activity Information: (Check all that Apply)	<input type="checkbox"/> Sidewalk Closure <input type="checkbox"/> Street Closure (# of Lanes: _____) <input type="checkbox"/> Emergency Work

If new Facilities are proposed, the owner of the New Facilities must be a **registered Facilities-Based Service Provider** with the City of Clayton. Name of Provider: _____

New Cable, Conduit, Pipe, etc _____ LF
 New Antennas _____ EA
 Other: _____

Description of Proposed Activity: _____	
_____	Total Length of Saw Cut: _____
Starting Date: _____	Days required to complete: _____

Application Permit Requirements:

1. \$50 non-refundable **Application Fee**, plus \$25 per **Inspection Fee**. Number of inspections is based on proposed scope of activity. A **Degradation Fee** may also apply.
2. **Five (5) Copies** of a detailed **Site Plan** showing the nature, dimensions and location of the applicant's proposed work and its proximity to the curb, sidewalk, streetlights, street trees and other facilities shall be included with the application. **Proposed disturbance of trees and landscaping within the right-of-way shall be identified on the application.**
3. **Five (5) Copies** of a **Traffic Control Plan** showing the impact of the proposed activity on traffic lanes and pedestrian access mitigation using MUTCD approved traffic control devices.
4. **Certificate of Insurance** in accordance with Section 510.090 of the City of Clayton Rights-of-Way Usage Code.
5. **Performance Bond** in an amount based on scope of activity in accordance with Section 510.060.I of the City of Clayton Rights-of-Way Usage Code. Minimum of \$1,000.

All work is to be completed within thirty (30) days from issuance date of this permit unless otherwise stated on the permit.

Applicant hereby agrees to restore and/or replace, at the discretion of the Director of Public Works, all City owned assets disturbed or affected by any activity associated with the issuance of this permit, and to conduct all activity in accordance with the laws and ordinances of the City of Clayton and the conditions of the permit. **Upon issuance of a Right-of Way Activity Permit, the Department of Public Works shall be notified at (314) 290-8540 at least 48 hours prior to commencing activity for streetlight and traffic signal cable locates.**

Company Name

Applicant's Signature

FOR OFFICIAL USE ONLY		Permit # _____
_____	Check of outstanding R.O.W. Activity Permits	
_____	Acceptance of completed Permit and Fees	
_____	Approved Site Plan (5 sets) and if necessary Traffic Control Plan (5 sets)	
_____	Submittal & Approval of Certificate of Insurance	
_____	Submittal of \$ _____ Degradation Fee	
_____	Submittal of \$ _____ Performance Bond	