

**STREET CUT OR RIGHT-OF-WAY EXCAVATION OR USE  
PERMIT APPLICATION**

Type of Permit: \_\_\_\_\_

Permit # \_\_\_\_\_

I/We, the undersigned applicant(s), request(s) permission to make one or multiple cut(s) into or perform other construction or utility activity within a street pavement or road right-of-way located within the corporate limits of the City of Lawrence.

Address of WORK LOCATION: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

Applicant Phone Number: \_\_\_\_\_

Name of Contractor (if different from applicant): \_\_\_\_\_

Contractor Address: \_\_\_\_\_

Contractor Phone Number: \_\_\_\_\_

Name of Job Supervisor who will certify work: \_\_\_\_\_

Phone Number of Job Supervisor: \_\_\_\_\_

811 Locate Ticket # \_\_\_\_\_

Has area been white-lined? \_\_\_\_\_

Nature and Reason for Construction: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_.

Anticipated Start Date: \_\_\_\_\_

Anticipated Completion Date: \_\_\_\_\_

Proposed Work Hours: \_\_\_\_\_

**REQUIREMENTS:**

Maintenance of Traffic through or around work site: Submit plan showing method of traffic control conforming to INDOT requirements.

Scope of Work: Submit one (1) set of scaled drawings indicating location of work activity, right-of-way lines, streets and intersections (including centerlines), edge of pavement with radius indicated (include curbs with type indicated or shoulder, if applicable), location of utilities and appurtenances (existing and proposed), sidewalk, medians, utility elevations (where possible), dimensions and depth of all excavations.

Duration: This permit shall be valid for a sixty (60) day period from the date of approval by the Department of Public Works, City of Lawrence.

**ACTIVATION: The applicant shall be responsible for activating this permit by notifying the Department of Public Works via fax at (317) 549-4837 at least 24 hours prior to doing any work in the public right-of-way.**

**By signature of application I/WE HEREBY AGREE**

1. To backfill the trench of such opening in accordance with the applicable Municipal Code provisions, ordinances and regulations of the Board of Public Works and Safety of the City of Lawrence. I/We further agree to thoroughly compact the backfill in layers not exceeding six (6) inches deep, and to replace pavement or surface in the manner required by the City of Lawrence or standards of the City of Indianapolis, where applicable. Drainage ditches and swales will be restored to their original condition. Drainage structures will be maintained and cleaned of all debris. Any sod that is removed will be replaced to the satisfaction of the City of Lawrence.
2. That the pipe and all other materials used in connection with this work will meet specifications of the City of Lawrence as to size and quality.
3. To erect and maintain all necessary barricades, detour signs and warning lights or provide police officers are required to safely direct traffic over or around the part of the road where the above-described works is to be done if the work in any way interferes or could interfere with traffic. The permit holder is responsible for the safety of all vehicles, pedestrians and the work force in, surrounding and/or moving through the work site in the public right-of-way.
4. To assume all responsibility for any injury or damage to persons or property resulting directly or indirectly from the work contemplated and/or completed pursuant to this application.
5. Such work will not substantially interfere with any existing structures or their use, and minimum separation distances will be maintained to allow other utilities to effectively repair, rehabilitate or replace their existing structures.
6. To stop work at any time upon request of the City of Lawrence.
7. To move or remove any structures installed under this permit, at applicants own expense, should future traffic conditions or road improvements necessitate or when requested to do so by the City of Lawrence.
8. To maintain such replaced excavation or cut for a period of one year after traffic is again permitted to pass over the filled trench.

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

*For Office Use Only:*

Street Classification \_\_\_\_\_

Permit Fee \$ \_\_\_\_\_

Approved by: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Date Activated: \_\_\_\_\_



## City of Lawrence, Indiana - Water & Sewer Utilities

### ***Contractor must do the following for Right of Way Permit approval:***

- *Follow all of **Indiana State Dig Laws** and **OSHA Rules & Regulations** while doing any type of excavation or directional drilling in any public right of ways.*
- *White line or stake the route that will be taken during the excavation or directional drilling prior to calling Indiana 811 for locate requests.*
- *Maintain a minimum of 5-feet horizontal separation between any underground utility being installed and any existing water and sanitary sewer mains and/or service laterals.*
- *Maintain a minimum of 2-feet of vertical clearance between any underground utility being installed and any existing water and sanitary sewer mains and/or service laterals.*
- *Water, sanitary and storm installations please reference the City of Lawrence Utilities Water and Sanitary Sewer Construction Standards found at [www.cityoflawrence.org](http://www.cityoflawrence.org)*
- *Expose and verify all water and sanitary sewer mains and/or service laterals that have been identified after locates have been completed, by means of vertical locating or potholing.*
- *Contractor is responsible to identify all private utility lines in the area that they are going to perform any type excavation or directional drilling located in the City of Lawrence City Limits.*
- *Contractor is to be aware that Lawrence Utilities **does not locate** any water and sanitary sewer mains that are located on private property outside of the right of way that belong to residential and commercial customers.*
- *Contractor is to be aware that Lawrence Utilities **does not locate** any sanitary sewer laterals in the right of way that belong to residential customers.*
- *Contractor is to be aware that Lawrence Utilities **does not locate** any water and sanitary sewer mains/or service laterals that are located in the right of way that belong to commercial customers.*