CITY OF WINTER PARK
ENGINEERING DEPARTMENT
RIGHT OF WAY UTILIZATION PERMIT

Utility/Contractor/Homeowner Name: ____________________________
State License #: ____________________________
Address of Proposed Work: ____________________________
Insurance/Bonding Company: ____________________________

Type of Proposed Work in Right of Way:

☐ MAINTENANCE OR REPAIR OF EXISTING FACILITY
☐ NEW CONSTRUCTION
☐ UNDERGROUND UTILITY
☐ PLANTERS/RETAINING WALL
☐ DRIVEWAY/CURB/SIDEWALK
☐ OVERHEAD UTILITY
☐ IRRIGATION SYSTEM
☐ WASTE CONTAINERS
☐ MAIL BOX
☐ NEAREST CROSS STREET(S)
☐ NEWSPAPER BOX
☐ OTHER

Detailed Description of Work Proposed: ____________________________

UTILITY COMPANY ____________________________ ADDRESS ____________________________ PHONE NO. ____________________________

SIGNATURE: ____________________________ PRINT ____________________________ DATE: ____________________________

SCHEDULED START DATE: ____________________________ COMPLETION DATE: ____________________________ E-MAIL ADDRESS ____________________________

Required Items To Submit: (CHECK IF INCLUDED)
☐ 2 Copies of Detailed Plan of Work on Site Plan or Survey and (per E-mail 1 set) (via E-mail to ROW_Permit_App@cityofwinterpark.org)
☐ Statement demonstrating that the placement and maintenance of the proposed work will not: (1) create visual blight; (2) pose a safety hazard to the traveling public; (3) diminish or interfere with the function, maintenance, or operation of the public right-of-way, public way or public property; or (4) otherwise harm the health, safety, or welfare of the community wherein the work is to be located.

STATE LAWS REQUIRES CALL Sunshine One Call: 811
(1-800-432-4770) Prior to Digging

☐ APPROVED ☐ DISAPPROVED

BY: ____________________________ Date: ____________________________

Specific Conditions of Permit: ____________________________

Contact Public Work Inspectors 407.599-3329—prior to start of work; and when project is complete for Final Inspection ☐ Pre-construction Meeting Required

Revised 5-23-12 dw
THIS RIGHT-OF-WAY PERMIT SUBJECT TO THE FOLLOWING CONDITIONS:

1. On all streets the repair work shall be completed by a qualified contractor bonded by the City, and said permittee shall be responsible for the condition of the repair for a period of one year.

2. Backfill trench with suitable material, wet and compact material in 6” layers, compaction as per paragraph 135-8.4 S.R.D. specs – 1964 Compaction shall be completed with mechanical tampers.

3. Where limerock is used as a base material, it shall be thoroughly compacted in 4” layers to receive surface course. The base shall be sealed and maintained in good condition until surface course is applied. Where soil cement is cut, the base shall be replaced with class “C” cement, of the same thickness as original base.

4. All construction work within the street right-of-way will be subject to inspection and density tests necessary by the city to insure a good safe construction project. Density tests shall be at the expense of the utility company, and copies of reports shall be submitted to the department of Public Works with the completion letter.

5. The period of time between the restoration of the base material and the application of the finish surface course shall not exceed two weeks.

6. The surface course shall be of the same type, equal to or better than existing, where the surface course is of asphaltic concrete it shall be of type I-1” thick on residential streets and type I, 1-1/2” thick on arterial streets.

7. Before surface course is applied the area shall be squared to form a rectangle, the sides of which shall be a minimum of 2’ from the farthest extension of the hole on all four sides. Minimum width of path shall be 5 feet.

8. Where a utility is installed in a dirt street, the top 8” shall be of stabilized mixture equal to half clay and half sand and well compacted at 98%.

9. All underground crossing installations shall be laid at a minimum depth of 30” below the pavement. Boring and jacking shall be accomplished in all cases where street(s), composing right-of-way where construction is anticipated, is (are) less than two years old since date of acceptance by the City. No jetting (air or water) will be permitted in the City.

10. Where utility is installed in a parkway, this area shall be restored, including restoration of sod, shrubbery, driveways, walks, drains, retaining walls, curbs, sprinkler systems, etc.

11. All work shall be under the supervision of the superintendent of streets division, (407) 599-3537.
12. Brick street repairs shall restore the original condition as nearly as possible, and be free of sags and dips.

13. Sewer locations will be furnished upon request. If sewer laterals are broken during construction, it is the responsibility of the permittee to repair or have repaired.

14. During construction all safety regulations of the City shall be observed and the City shall be relieved of all responsibility from damage of any nature arising from this permit. Permittee shall take all safety measures, including display of caution signs. Traffic shall be maintained at all times during work. Proper identification of the permittee shall be maintained if work extends more than four (4) hours or ½ day. If excavation is abandoned for any period of time, lighted barricades will be provided at the contractor's expense.

15. Applicant declares that prior to the filing of this application, he has ascertained the location of all existing utilities, and states that due notice of the work under the application was furnished to each utility involved. Attached are copies of this permit to other users.

16. The attached sketch covering details of this installation shall be made a part of this permit. Additional sketch shall be furnished where attached sketch is not applicable.

17. Any special cases not covered by the above should be discussed with the Public Works Department prior to any work being started.

18. It is the City's intention, as to the placement of transformers, junction boxes and relays, etc., that the aesthetics be compatible with surrounding area or subdivision. Landscaping may be required or placement must adequately seclude apparatus. The utility company will provide to the Public Works Department detailed construction and location drawings, including proposed landscaping to such apparatus for review and approval.
SUPPLEMENT TO STREET SPECIFICATIONS

• All exposed brick pavement to be relayed by the contractor to City of Winter Park’s specifications.

• Where a pavement cut is made adjacent to all existing surface patch, the entire area encompassing both patches shall be restored to indicate one surface patch.

• All pavement cuts made on state roads within the City’s right of ways, shall be restored according to S.R.D. specifications, regardless of city specifications.

• Where pavement base is under minded, the entire base above shall be cut out to insure vertical compaction of the back fill.

• No tunneling beneath sidewalks, driveway approaches or curbing will be permitted.

• No water or air jetting will be permitted beneath pavement. Any installation or construction method that will cause a void beneath pavement is not permitted.

• All construction work within the street Right of Way will be subject to inspection and tests as deemed necessary by the City of Winter Park to insure a good safe construction project. Tests shall be at the expense of the utility company and copies of reports shall be submitted to the Public Works department.

• No valves shall be allowed in curb sections.

• All sidewalks shall be a minimum of 4.5 feet wide and 4 inches thick. The concrete should be the 3,000PSI fiber-mesh. All concrete work shall be in accordance with the City of Winter Park’s requirements; on non-standard concrete work shall be approved by the City Engineer.

• 10) Permit fees effective as of October 1, 2011
CITY OF WINTER PARK
PAVEMENT RESTORATION METHOD
FOR STREET CUTS

ASPHALT SURFACED STREETS

FOR COMMERCIAL, ARTERIAL OR RESIDENTIAL STREETS, REPLACE WITH ONE & ONE HALF (1 1/2) INCH S III ASPHALT. IF EXISTING SURFACE THICKNESS IS DIFFERENT THAN ABOVE, MATCH EXISTING THICKNESS. TOP 12" OF SUBBASE TO BE STABILIZED TO FBV50 AND/OR COMPACTED TO 98% MAX. DENSITY AS DETERMINED BY AASHTO T-180 MODIFIED PROCTOR.

[Diagram of pavement restoration method]

PERMANENT HOT ASPHALT REPLACEMENT APPLIED IN 2" MAX. LAYERS

SAWED JOINT (TYP.)

7' (MIN.)

VARIES

2' (MIN.)

EXIST. BASE (TYP.)

1' MIN.

EXIST. SUBGRADE (TYP.)

STABILIZED SUB-BASE:
A) 98% COMPACTION FOR SOIL CEMENT
B) FBV50 FOR LIMEROCK

NEW BASE TO MATCH
EXIST. MIN. DEPTH OF 8"

UTILITY PIPE

TYPICAL SECTION
N.T.S.

GENERAL NOTES:

1) BASE MATERIAL TO BE REPLACED WITH EXISTING MATERIAL (EXIST. SOIL CEMENT, LIMEROCK, ETC) IF NO BASE MATERIAL THEN WITH THE APPROVAL FROM CITY ENGINEER, 8" CONC. FINES CAN BE USED.
2) ASPHALTIC CONCRETE SURFACE MATERIAL SHALL BE REPLACED WITH THE SAME TYPE OF MATERIAL THAT EXISTED AT THE TIME OF REMOVAL OR APPROVED BY THE CITY ENGINEER.
3) MINIMUM ASPHALTIC CONCRETE SURFACE OVERLAY THICKNESS SHALL BE ONE & ONE HALF (1 1/2) INCH, OR AS APPROVED BY THE CITY ENGINEER.
4) ALL JOINT CUTS SHALL BE MECHANICALLY SAW CUT.
5) LIMEROCK BASE TO BE COMPACTED TO 95% DETERMINED BY AASHTO T-180 MODIFIED PROCTOR.
6) SOIL CEMENT SHALL BE MINIMUM 300 PSI DESIGN BREAK STRENGTH.

PAVEMENT RESTORATION:

1) LONGITUDINAL CUTS MAY REQUIRE OVERLAY/RESURFACING OF THE COMPLETE WIDTH OF THE TRAVELED WAY.
2) CUTS AT THE INTERSECTIONS OF STREETS GENERALLY MAY REQUIRE A COMPLETE OVERLAY/RESURFACING TO THE END OF ALL RETURN RADIUS AND ALSO TO A POINT TEN (10) FEET BEYOND THE CUT, WHICHEVER IS GREATER.
3) ACTUAL REQUIREMENTS WILL BE FIELD DETERMINED UPON COMPLETION OF UTILITY WORK IF NOT STATED ON PERMIT.