

Permit No: _____

Revision Date: 9/04/12



**PERMIT APPLICATION FOR THE CONSTRUCTION, REPAIR,
OR ADJUSTMENT OF A UTILITY**

Date Submitted: _____

Ward: _____

Utility Company: _____

(Name & Address)

Utility Company Representative: _____

(Name & Phone #)

Represented By: _____

(Name, Address, & Phone # if a contractor or engineer is submitting the application for the utility company)

Herein called Applicant, proposes to (check one or more): Construct Repair Adjust

Along and across _____

(Name of Street)

said work to be accomplished between _____

(Name of Street)

and _____ in the City of Oxford,

(Name of Street)

Mississippi, MS One Call No: _____ for requiring a temporary closure time of _____ days and hereby make application to the City of Oxford for a Permit. Attached hereto are drawings or plans for the proposed work, which will not be changed or altered without approval of the Director of Public Works, or the authorized representative.

The Applicant shall be responsible for future maintenance and repair of the utility facility. The Applicant shall make future adjustments in, or relocate, the facilities when required for highway widening or other highway construction, and its right to reimbursement of its costs, if any, shall be in accordance with State law in effect at the time such adjustment or relocation is made. Further, any maintenance, repair, or construction shall be done in such manner as to occasion the least possible interference with the normal flow and safety of traffic.

A general description of the size, type, nature, and extent of the Utility work to be done is as follows:

The Applicant understands and agrees that, except as herein stated, no right, title, claim, or easement to said road right-of-way is granted by the issuance of this permit and that if this Utility Facility is not placed within the allowable horizontal and vertical limits as described herein, it will be adjusted to comply with same without cost to the City, unless a variance has been approved by the granting of the Permit pursuant to this Application.

The Applicant further understands that the Utility's engineering, plant or other personnel will be responsible for the staking and construction supervision of the work set out above and as shown on the attached plans. The Applicant further understands and agrees that subsequent to the installation of the Applicant's facilities that the right-of-way and road surface will be restored to their original condition, and that the City of Oxford Director of Public Works or his duly authorized representative will inspect the completed work and any modifications or adjustments which are needed as determined by the Director of Public Works will be immediately corrected by the Applicant.

I. The Applicant also agrees to adhere to City Ordinance No. 2012-5 and to the following regulations:

1. Pay all Fees per City Ordinance.
2. Submit a Performance Bond per City Ordinance.
3. Provide Compaction Testing of Soils as required.
4. Minimum cover of utilities will be thirty (30) inches.
5. Utility will be horizontally located within five (5) feet of the dedicated right-of-way line or beyond the back slope of the drainage ditches.
6. All road surfaces which are excavated to permit a utility crossing will be repaired as per City Ordinance and Oxford Construction Standards.
7. Area of work to be dressed and finished such that the project site will be in as good or better condition after the utility installation.

II. The City of Oxford agrees to the following stipulations:

1. To cooperate with the Utility Company in every way to avoid conflicts in the location, construction, and maintenance of the City Highway and Utility Facility.
2. To use any and all legal means to see the City standards, except to the extent of a variance shown on the plans filed herewith and approved, are complied with in the facility installation.
3. If the City of Oxford Director of Public Works or other authorized representative of the Mayor and Board of Alderman approves the drawings, sketches, and plans submitted by the Applicant, he shall so indicate by signing and dating the Permit Approval at the end of this Application, and the Applicant may proceed with installation; if the drawings, sketches, and plans are not approved, he or she shall promptly notify the Applicant, and advise it of the reason or reasons. He or she will also act as the duly appointed representative of the Mayor and Board of Alderman and will give his approval to the completed work as being in compliance with the location and standards for installation.
4. Should any term or provision of this application Agreement conflict with the law of the State of Mississippi, the Mississippi Constitution, or the United States

Constitution, or impair or deny to the Applicant of the City any right protected thereby, it shall be deemed amended to conform to said law or Constitution.

Name: _____ Title: _____
(Signature of Applicant)

Name: _____ Title: _____
(Signature of Notary Public)

WITNESS the signature of the Applicant this the _____ day of _____, 20____.

PERMIT APPROVAL

By order of the Mayor and Board of Alderman date the 4th day of September, 2012, of Oxford, Mississippi this permit process was established in Ordinance 2012-5.

Fees to be paid by Applicant:

Initial/Base Permit Filing Fee: \$ _____
(a) Openings or excavations up to 100 feet - \$200.00; and
(b) Openings or excavations over 100 feet - \$1.00 per foot for every foot over 100 feet

Street/Right-of-Way Temporary Closure Fee: \$ _____

In addition to any other fees required under this Article, permits requiring the temporary closure of any portion of the City's streets or rights-of-way shall be subject to the following fees as stated in Section 98-15 of the Oxford Code of Ordinances:

Length of Closure Application Inspection
4 or more hours in any 24 hour period-\$100.00

Total Fees: \$ _____

Date Paid: _____

Bond Requirements:

Every person obtaining a permit shall at the time of receiving the same, make, execute and deliver to the permitting division of the City's Public Works Department or any authorized representative, a good and sufficient bond, in an amount equal to 150% of the estimated construction cost as submitted by engineer of record and approved by the Director of Public Works, payable to the City with a surety company doing business in the state of Mississippi as surety thereon.

Bond Amount Required: \$ _____

Date Bond Received: _____

Date Bond Expires: _____

Following the process, the Permit for the installation or adjustment of the Utility applied for above is granted pending receipt of fees and bonds.

Approved this the _____ day of _____, 20____.

Department of Public Works Representative
City of Oxford, Mississippi

APPLICANT WILL COMPLETE THE FOLLOWING AND RETURN TO THE CITY OF OXFORD PUBLIC WORKS DEPARTMENT

In accordance with Ordinance No. 2012-5 and the Permit Application for the Construction, Repair or Adjustment of a Utility, we are hereby notifying you that all work along and

across _____ for Permit
(Name of Street)

No. _____ submitted _____, has
(Date)

been completed to comply with the Standards for the City of Oxford as stated in the Permit.

Date Completed: _____

Utility Name: _____

Representative: _____

CITY OF OXFORD DIRECTOR OF PUBLIC WORKS WILL COMPLETE THE FOLLOWING:

The City of Oxford Director of Public Works or his duly authorized representative has inspected the work completed on _____ as described in
(Name of Street)

Permit No. _____ submitted _____ and finds that
(Date)

the work: Does Does not comply with City of Oxford Standards for installation.

Inspected By: _____

Date Inspected: _____

Public Works Representative: _____