



City of Williamsburg
 Public Works and Utilities Department
 401 Lafayette St.
 Williamsburg, VA 23185-3617
 (757)220-6140

RIGHT-OF-WAY PERMIT APPLICATION

Permit Number _____

Invoice Number _____

Location: _____

Description of Work: (Attach detailed plan): _____

Owner: _____ Applicant: _____

Address: _____ Address: _____

Email _____ Email _____

Telephone: _____ Telephone: _____

The above work is to be completed in a manner satisfactory to the City of Williamsburg within _____ days from the date of this permit, and if not so completed, the City may, at its discretion, complete the work at the expense of the applicant.

Attached is a check (money order) in the amount of \$_____ (Inspection \$_____ Surety Fee \$_____) which covers fees for inspection and guarantees the faithful performance of the work herein referred to. When guarantee is covered by bond, give the name and address of the bonding company.

Bonding company: _____

Application is hereby made for a Right-of-Way permit as indicated above and shown on the accompanying plan. Applicant hereby agrees that work will be done in accordance with the Special Provisions described on the reverse side of this sheet.

Applicant's Signature: _____ Date: _____

Owner's Signature: _____ Date: _____

PERMIT FEES: \$20.00 for projects 400 feet or less.
 \$40.00 for projects over 400 feet.

MAKE CHECKS PAYABLE TO: THE CITY OF WILLIAMSBURG

Revised 03/13/18

Approved by: _____

Permit Fee: _____

Date: _____

Expiration: _____

Special Instructions: _____

RIGHT-OF-WAY PERMIT SPECIAL PROVISIONS

1. All applicable regulations of Federal, State or Local agencies which exceed the provisions contained herein shall have precedence over same.
2. The permittee will at all times indemnify and save harmless the City of Williamsburg and its agents from responsibility, damage, or liability arising from the exercise of the privileges granted in this permit.
3. The permittee shall immediately have corrected any situation which may arise as a result of these installations which is deemed hazardous by the City of Williamsburg.
4. All work done under this permit shall be subject to City of Williamsburg directions and shall be done to the satisfaction of the Director of Public Works and Utilities.
5. The City of Williamsburg reserves the right to stop work at any time the terms of this permit are not satisfactorily complied with, and the City, at its discretion, may complete any of the work covered in the permit at the expense of the permittee.
6. This permit is revocable at the pleasure of the City, and the permittee may be required to move, alter, change or remove from the right-of-way any installation made under this permit.
7. In the event that the installation interferes with the ultimate alignment of roadway construction, the permittee agrees to promptly relocate his installation at no cost to the City.
8. Any roadway improvements constructed under this permit must be made to meet current Virginia Department of Transportation specifications.
9. The permittee hereby agrees to notify the City of Williamsburg at least 24 hours before beginning any work. The permittee also agrees to schedule a final inspection with the City at the completion of the work.
10. No pavement is to be cut or removed without special permission.
11. Road drainage is not to be blocked.
12. The work area is to be kept in a neat and orderly condition. No excavated material is to be placed on the pavement.
13. The permittee agrees to provide proper traffic control in accordance with Section 514 of Virginia Department of Transportation specifications. Traffic is not to be blocked or re-routed without special written permission.
14. If it is deemed necessary by the City to assign full-time inspectors to the project, the permittee hereby agrees to reimburse the City the related costs.
15. All excavation in areas of roadway and sidewalk improvements shall be backfilled with imported, select sand or gravel and compacted in lifts to at least 95% density.
16. The permittee hereby agrees to restore all areas disturbed by this work to an equal or better condition than existed prior to his work.
17. The Owner and/or the Applicant shall be considered the Permittee.