

CITY OF TUPELO RIGHTS-OF-WAY UTILITY CONSTRUCTION PERMIT

Department of Development Services
PO Box 1485, Tupelo, MS 38802-1485
Phone (662) 840-2078 FAX (662) 841-6550
E-mail address: dennis.bonds@tupeloms.gov



I. APPLICANT INFORMATION

Applicant Name: _____ Phone: _____

Applicant Address: _____

Is Applicant a Telecommunications Provider: Yes _____ No _____

II. LOCATION & DESCRIPTION OF PROJECT

Location of Work *(List all streets and/or rights-of-way within the construction limits of the project)*

Street Name(s): _____

From: _____ To: _____

Proposed Date to Begin Construction: _____ Project Duration: _____

Type of Work to be done *(Check all that apply)* Depth and Total Length of Project

____ Routine Maintenance / Repair of Existing Utilities ____ Open Trench Depth: _____

____ Relocation of Existing Utilities ____ Trenchless / Bore Length: _____

____ New Construction ____ Aerial / Cable

____ Other *(Specify)*: _____

Provide a brief description of proposed work: _____

III. TRAFFIC CONTROL INFORMATION

Will this project require closure of a city street: Yes _____ No _____

If Yes, specify location: _____

****All street closures are to be coordinated through the Public Works Department, 662-841-6457. A detail of the closure along with a traffic control plan is required as part of the submittal. Traffic control plans must receive approval from the Public Works Dept. before issuance of a permit.**

IV. EROSION CONTROL INFORMATION

Will this project disturb more than five (5) acres of area: ____ Yes ____ No

If Yes, please provide permit of coverage for Large Construction NOI from MDEQ (or proof of application) along with an approved Storm Water Pollution Protection Plan (SWPPP).

If No, will this project disturb more than one (1) acre of area: ____ Yes ____ No

If Yes, be advised that a Small Construction NOI along with an approved Storm Water Pollution Protection Plan (SWPPP) is to be kept on site at all times.

V. SUBMITTALS

1. Three (3) copies of plans, including maps to scale of the proposed work area, and specifications indicating size, type and nature of the work to be performed.
2. If street or sidewalk closures are to take place over the course of the project, plans are to include a detailed traffic control plan for approval by the Public Works Department.
3. Erosion control submittals as specified in Section IV.
4. The contractor for the project must submit appropriate licensing and bonding information to be kept on file in the office of the City Engineer.
5. Indemnification agreement between the contractor and the City of Tupelo, MS.
6. Appropriate fee as calculated in Section VI.
7. Bond or certified check payable to the City of Tupelo for amount equal to 150% estimated construction cost.

In addition to these items the City Engineer may require further information to complete a thorough review. The City Engineer reserves the right to reject this application if all items are not received.

VI. FEES

Openings, cuts, trenches, bores, tunnelings, underminings, diggings or excavations up to one hundred (100) feet:
-\$200

Openings, cuts, trenches, bores, tunnelings, underminings, diggings or excavations over one hundred (100) feet:
-One Dollar (\$1.00) per foot for every linear foot over one hundred (100) feet.

Exemptions: Political subdivisions, utility companies owned by political subdivisions, governmental entities, or any entity that holds a valid franchise agreement with the City of Tupelo shall be exempt from the fees set forth above.

VII. PROJECT CONTACT INFORMATION

Contractor: _____ Phone: _____

Contractor Address: _____

Project Manager Name: _____ Phone: _____

VIII. CERTIFICATIONS

I hereby certify that I have authorization to make this application and that the information is complete and correct. I understand that false statements or misrepresentations could result in, among other things, revocation of the application or permit.

It is also hereby agreed and understood that in consideration of the approval of this application that:
(i) the applicant agrees to all the terms and conditions of the permit issued; and (ii) the proposed construction shall be performed and completed in accordance with all applicable City, County, State and Federal laws, rules and regulation and ordinances, and subject to the inspection and control of the City of Tupelo; and (iii) that all plans and other documents submitted by the applicant for approval by the City of Tupelo in connection are hereby made a material part of this application.

Print Name and Title	Signature	Date
----------------------	-----------	------

Notes:

1. It is the responsibility of the applicant to obtain any additional permits, approvals, licenses or easements from other agencies or entities which may be required.
2. It is the responsibility of the applicant that prior to construction every effort is made to have all existing utilities and underground appurtenances located on the ground. For reference: Mississippi One Call numbers are 811 or 1-800-227-6477; Tupelo Water & Light 662-841-6460.
3. It is the responsibility of the applicant to return all disturbed grounds as part of the project to, at a minimum, their previous undisturbed condition. The City of Tupelo will not release the applicant from the permit until this condition is met and may use the submitted bond or funds from certified check to take corrective measures if necessary.

APPROVED:

City Engineer

Date

Permit No. _____