



**City of Moraine**

4200 Dryden Road  
Moraine, OH 45439  
Phone: (937) 535-1030 Fax: (937) 535-1284  
[www.ci.moraine.oh.us](http://www.ci.moraine.oh.us)

**REVISED 11/2017**

Inspection Date: \_\_\_\_\_

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

**APPLICATION FOR PERMIT TO WORK WITHIN ROAD RIGHT-OF-WAY**

_____	_____	_____	_____
<i>Application Date</i>	<i>Permit Cost (based on # work days)</i>	<i>Date Paid/Rcpt #</i>	<i>Permit Date</i>
_____	_____	_____	(REG- _____ )
<i>Applicant (Resident, Business, Tenant, etc.)</i>	_____	<i>Contractor Name</i>	<i>Moraine Registration #</i>
_____	_____	_____	_____
<i>Contact Name</i>	_____	<i>Contact Name</i>	_____
_____	_____	_____	_____
<i>Address</i>	<i>City, State, Zip</i>	<i>Address</i>	<i>City, State, Zip</i>
_____	_____	_____	_____
<i>Phone/Mobile #</i>	_____	<i>Phone/Mobile #</i>	_____
_____	_____	_____	_____
<i>Email</i>	_____	<i>Email</i>	_____

This application is hereby made to excavate, erect, or construct within the road right-of-way at: \_\_\_\_\_ for one or more of the following reasons:  
(address of work area)

- |  |  |   |  |   |
|--|--|---|--|---|
| <b>REPAIR</b> <input type="checkbox"/> | <b>REMOVE</b> <input type="checkbox"/> | <b>REPLACE</b> <input type="checkbox"/> | <b>RELOCATE</b> <input type="checkbox"/> | <b>INSTALL</b> <input type="checkbox"/> |
| Apron                                  | Communication Line                     | Curb/Gutter                             | Gas Line                                 | Sanitary Sewer                          |
| Sidewalk                               | Storm Sewer                            | Water Line                              | Other: _____                             |   |

Work will commence on or after \_\_\_\_\_ and be completed by \_\_\_\_\_ .

Actual # of days within the ROW \_\_\_\_\_ . **(Please allow at least five (5) working days for processing application.)**

*I have read and agree to abide by all provisions and conditions of this application and permit contained above and in Chapter 901 of the Moraine Codified Ordinances (Please see page 2 of this application). If the applicant is not the contractor, they must notify contractor and/or subcontractor who will be working of all provisions and conditions.*

_____	_____	_____	_____
<i>Applicant</i>	<i>Date</i>	<i>Authorized Agent</i>	<i>Date</i>

**CITY USE ONLY**

- BOND:**  Cash in the amount of \$ \_\_\_\_\_  
 Check # \_\_\_\_\_ \$ \_\_\_\_\_  
 Surety Bond on file w/ exp. date \_\_\_\_\_  
 Not Required

- INSURANCE:**  Exp. Date \_\_\_\_\_  
**WORKERS COMP:**  Exp. Date \_\_\_\_\_  
**FEDERAL ID:** \_\_\_\_\_--\_\_\_\_\_

**RECOMMENDED APPROVAL:**

**APPROVAL:**

\_\_\_\_\_ *Building & Zoning Administrator* *Date*

\_\_\_\_\_ *City Manager* *Date*

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## CONDITIONS

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1. The City of Moraine will incur no expense nor assume any responsibility in connection with the above-mentioned work.
2. The City of Moraine Police, Fire and Street Departments are to be notified of the time of day that any street will be cut and/or partially closed.
3. Applicant assumes responsibility for notifying utilities, including Dayton Power and Light, Ameritech, Montgomery County Sanitation Department and any others needing notification.
4. **A bond must be filed with the City covering at least the expense of restoration of public way as estimated by the City Engineer. A bond of \$10,000 may be kept on file with the City to cover all work done within one year.**
5. On weekdays, work shall be performed only between the hours of 9:00 a.m. and 3:00 p.m. If work must continue for more than one (1) day, a road that is cut must be totally secured and marked with proper signage, warnings, barricades and other traffic control devices.
6. During work hours, two-way traffic must be maintained. Proper signage warnings, barricades and other traffic control devices, including flagmen, shall be in accordance with Ohio Manual of Uniform Traffic Control Devices and the City Engineer.
7. Detailed plans shall be required for connections made to storm sewers and drawings or detailed plans may be required for other work.
8. Any street cut or right-of-way disturbed shall be returned to the same or better condition as currently exists. This includes, but is not limited to, the following:

Subgrade	<i>Backfill shall be tamped in one (1) foot courses.</i>
Asphalt	<i>Asphalt shall be placed in no more than two (2) inch courses and rolled. Edges of patch shall be sealed with asphaltic sealer.</i>
Concrete	<i>Concrete shall be cut only by saw cutting. Concrete replaced shall be reinforced and connected to existing concrete with dowels.</i>
Curb	<i>Curbs shall be removed as existing joints.</i>
Green Space	<i>Green space shall be sodded where deemed necessary by the City Engineer.</i>
Manhole Covers	<i>Catch Basin, drywell, valve cover edges, shall be sealed with proper asphaltic sealer.</i>
9. Applicant shall notify City Engineer at least 24 hours prior to starting work. An inspection is required before and during backfilling, and also at completion of work. Failure to have proper traffic control devices may result in stop work orders.
10. NOTICE: The person and or company applying for this permit should abide by OSHA and State Safety Standards. The City of Moraine will not be held responsible or made liable for the safety of any person completing any construction under this permit.
11. **NEW REQUIREMENT:** Contractors need to be registered with the City of Moraine. Registration requirements are as follows: Provide copies of your Certificate of Liability Insurance, Workers Compensation Certificate and Federal ID# along with the \$40 registration fee. Registrations are good for (1) year.