

CITY OF CASTLE HILLS
PERMIT APPLICATION AND AGREEMENT
FOR WORK IN RIGHT-OF-WAY (WiROW)
CHAPTER 38,
Work in the Right-of-Way Regulations

Application Date: _____

PCI STREET RATING: _____

<p>1. Name of Company Performing the Work (<i>Applicant</i>): _____</p> <p>Company Address: _____</p> <p>Contact for Company: _____ Email: _____</p> <p>Phone: _____ 24 Hour Emergency Phone: _____ Fax: _____</p> <p>Bonded: <input type="checkbox"/> Yes <input type="checkbox"/> No Insured: <input type="checkbox"/> Yes <input type="checkbox"/> No</p>
<p>2. For Whom are you performing this work: _____</p> <p>Contact Person: _____ Phone: _____</p> <p>Email: _____</p>
<p>3. Purpose of Work? _____</p> <p>_____</p>
<p>4. Scheduled Start Date: _____ Scheduled Completion Date: _____</p>
<p>5. Provide a schedule for the restoration of the excavation located within portions of the right-of-way:</p> <p>_____</p> <p>_____</p>
<p>6. Provide the location, including street address and any cross streets, of the excavation:</p> <p>_____</p> <p>_____</p> <p>_____</p>
<p>7. Describe the method of excavation (attach additional sheets, if necessary):</p> <p>Street Bore Ground Surface Street Cut Install Pole Other/Explain</p> <p>_____</p> <p>_____</p> <p>_____</p>

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8. Will the proposed work be within the street section? <input type="checkbox"/> Yes <input type="checkbox"/> No
9. To what extent will this excavation interfere with the normal flow of traffic on adjacent streets, sidewalks, or public ways? _____ _____ _____
10. What procedures will be taken to maintain traffic safety? (Applicants must follow the <i>Manual on Uniform Traffic Control Devices</i>): _____ _____ _____
If a road closure is required, you must notify the Castle Hills Dispatch Center at 210.342.2341.

11. Please attach the following items:

- a. Two (2) Sets of Plans must be submitted with the application showing the extent of the proposed work, with the work highlighted.
- b. Proof of insurance and performance assurance bond.
- c. Proof that the owner has a franchise, consent, license, or other legal right to install facilities in the right-of-way if the proposed activity involves the installation of a facility.
- d. Proof that the applicant is a registered excavator.
- e. Signed statement that the applicant has complied with applicable State and Federal laws and regulations.
- f. A dimensioned sketch of all work in the right of way, including the location of the excavation, its depth, width, and length, edge of asphalt, centerline of street, and north arrow.
- g. Payment of the application fee (refer to the City’s fee schedule). Unless exempt, all fees must be collected at the time of the application.
- h. Tree survey.

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NOTE: The applicant is required to consult all utility companies operating in this area before marking and excavating. In granting this permit, the City of Castle Hills makes no representation as to the location of utility facilities in the area to be excavated or the effect of the permitted excavation on said utilities.

NOTE: In consideration for the granting of an excavation permit by the City of Castle Hills, the above named applicant hereby promises:

- To perform the excavation applied for in a professional manner and in conformity with ordinances of the City of Castle Hills Code of Ordinances.
- To save harmless the City of Castle Hills, its officers, agents, employees, or servants from any and all costs, damages, and liabilities which may accrue or be claimed to accrue by reason of any work performed under a permit issued pursuant to this application.

Signature of Applicant

Date

Permission is hereby granted for the above named applicant to excavate, as described in the above application and as amended below:

NOTE: Applicants must schedule inspections immediately after final excavation takes place and contact the Development Services Office within one (1) business day following the completion of excavation work.

City Engineer

Date

City Administrator

Date

Permitting Department

Date