

PERMIT MUST BE APPROVED PRIOR
TO COMMENCING WORK
48 HOURS NOTICE IS REQUIRED
FOR LINE LOCATES
PERMIT NUMBER IS REQUIRED FOR CITY
LINE LOCATES CALL (830) 792-8319 or 8318



R.O.W. CONSTRUCTION PERMIT

CITY OF KERRVILLE
PUBLIC WORKS DEPARTMENT – ENGINEERING DIVISION

CHECK ONE: EMERGENCY? YES ☐ NO ☐

If Yes, Describe: _____

Failure to fill in ALL information may result in delay of permit approval. Three sets of plans MUST be submitted with this application.

1. The City's Inspector identified below shall be called prior to starting and at the completion of the job.
2. Failure to obtain a permit or to have approved permit at the job site or violation of a special condition may result in a citation being issued which may include the assessment of a fine.
3. Contact the City of Kerrville Public Works office at (830)792-8319 or 8318 to request locates of existing City utility lines.

DATE OF APPLICATION: _____ PERMIT NO: _____

NUMBER ASSIGNED BY PUBLIC WORKS DEPARTMENT

PERMITEE: _____

CONTRACTOR COMPANY NAME ADDRESS CITY STATE ZIP COMPANY PHONE NUMBER

CONTACT FOR PERMITEE: _____ PHONE: _____ FAX: _____

NAME DIRECT NUMBER

CONTRACTING PARTY: _____

UTILITY OWNER COMPANY NAME ADDRESS CITY STATE ZIP COMPANY PHONE NUMBER

CONTACT FOR CONTRACTING PARTY: _____ PHONE: _____

DEVELOPMENT: _____

PROJECT NAME ADDRESS

EMERGENCY CONTACT: _____

NAME COMPANY AFTER HOURS PHONE NUMBER

SIGNATURE OF APPLICANT: _____ PRINTED NAME OF APPLICANT _____

LOCATES NEEDED?: ☐ YES ☐ NO JOB FOREMAN: _____

LOCATION OF PROJECT: _____

NEAREST INTERSECTION

ADDRESS OF PROJECT WATER & SEWER LINE LOCATES WILL BE DONE AT THE LOCATION GIVEN ON THIS LINE

DESCRIPTION OF PROJECT: _____

UTILITY TYPE SIZE & LOCATION

For City use below this line

3 SETS OF PLANS SUBMITTED?: ☐ YES ☐ NO PERMIT APPROVED BY: _____

ENGINEERING NOTES : _____ DATE OF APPROVAL: _____

INSPECTOR: ☐ Mike Pickard 739-3782 ☐ Jerry Hefley 739-8692 ☐ Alex Zamorano 459-9043

THIS PERMIT IS COMPLETED & ACCEPTED: _____ DATE: _____

COMMENTS: _____

CC: Contractor

Inspector

PW Administration

ORIGINAL to Active File

SIGN BACK OF FORM

SPECIAL CONDITIONS OF THE R.O.W. PERMIT

1. Contractor shall furnish, install and maintain erosion control devices along project, comply with all KERRVILLE Storm Water Pollution Prevention specifications and with TCEQ storm water management practices for construction activities.
2. Contractor shall repair all areas disturbed, damaged and destroyed which shall include, but is not limited to the following:
 - a) All yards with sods shall be re-sodded.
 - b) All sprinkler systems shall be repaired immediately after back fill is complete.
 - c) Manholes, inlets, valves and other structures must be replaced or repaired if damaged.
3. Contractor shall keep street free of dirt, silt and other debris and sweep street at the end of each working day.
4. Contractor shall Curlex & seed and/or hydro mulch all disturbed areas and include 4" of top soil. Seeding shall be as required by City specifications.
5. Contractor shall comply with MUTCD traffic control for work areas.
6. Clean up shall be conducted at the end of each working day.
7. All excavation within City ROW requires mechanical compactions. Compaction test reports must be turned in to Public Works Department.
8. At the end of each workday, the contract shall erect a temporary security fence around all excavations.
9. Contractors listed on permits are responsible for all sub-contractors.
10. Non-conformance with the previously listed requirements may result in a stop work order until corrections are made.
11. Upon completion of construction, contractor shall make an appointment with Construction Inspector for Final Inspection.
12. A copy of the R.O.W. permit MUST be kept with the Contractor on the job site for review by an Inspector, if requested.

☐ SEE ATTACHED SPECIAL CONDITIONS

I hereby acknowledge and agree to the conditions of the permit.

CONTRACTOR

TITLE

SIGNATURE

DATE