



CITY OF KELLER
PUBLIC WORKS DEPARTMENT

Permit #: _____

Permit Application for Use of Right-of-Way or Public Easement

Location of Work to be Performed: _____ Subdivision: _____

Will this work involve _____ excavating _____ boring _____ cutting in right-of-way?

What type of work is to be done: _____

Name of Company Performing the Work: _____ Email: _____

Company Address: _____

Contact for Company: _____

Phone No.: _____ Night Phone No.: _____

Bonded: _____ Yes _____ No Insured: _____ Yes _____ No

For Whom are You Performing this Work For: _____ Email: _____

Their Contact is: _____ Phone No.: _____

Scheduled Work Date: _____ Scheduled Completion Date: _____

APPLICANT AGREES TO THE FOLLOWING RULES:

- 1. Permit Application processing will take a minimum of 48 hours to complete after approval of construction plans and to provide an approved or denied permit application to applicant. Permit submitter is required to check with permitting agency to determine status of permit application.
2. Two sets of construction plans or drawings must accompany the application. Plans should be accurate and drawn to scale of 1 inch = 40 feet. No engineer's seal on drawing will be required at this time. Construction plan or drawing must be submitted to the City for review and approval no less than fifteen days prior to the planned date of construction.
3. Additional Permit Guidance and Restrictions are attached to this permit application for the information and use of applicant and includes Ordinance No. 983 - Construction and Use of Right-of-Way.
4. Permit must be kept at job site.
5. Applicant understands that a minimum of 95% compaction is required within the right-of-way.
6. Contractors must initially contact Dann Weesner, ROW Inspector at 817-734-6401 prior to commencing any work. All work shall be inspected by the City's ROW Inspector before the Contractor leaves a completed job site. The city requires a four-hour notice of an impending inspection.
7. Any soils testing required will be paid by the permit holder. Applicant shall indemnify and forever hold the City harmless against each and every claim, demand or cause of action that may be made or come against it by reason of, or in any way arising out of the closing, blocking, excavating, cutting, tunneling, or other work by the applicant under permit from the city, if such permit is granted.
8. No open cutting in the City of Keller will be allowed unless approved by Public Works Department and authorized in writing. Contractor will not cut or damage street pavement.
9. Compliance with attached City of Keller Permit Guidance and Restrictions and all notification requirements dictated by State Law (1-800-DIG-TESS) is required. Failure to comply will automatically void this permit. This permit will expire in 90 days from the date of the issuance of this permit.

Signature of Applicant: _____ Date: _____

-----City of Keller Use Only-----

Approved: _____ Line Locates Reviewed: _____

Date: _____ Date: _____

Comments: _____

**CITY OF KELLER
DEPARTMENT OF PUBLIC WORKS
PERMIT GUIDANCE AND RESTRICTIONS**

List of required permits that must be signed by designees. Contact must be made with the City's ROW Inspector prior to beginning construction and prior to completing the work.

1. Any utilities (repair or new) – permit required
 - a. All contractors shall compact all ditch lines to 95% density
 - b. All equipment shall have street pads on all outriggers
 - c. All areas shall be cleaned up and dressed out
 - d. The proposed location/alignment of utility to be installed shall be white lined with white paint with arrows indicating where there will be boring and digging
 - e. No public street pavement will be cut or excavated

2. Installation of sprinkler systems – permit required
 - a. No ditch line within two (2) feet running parallel behind curb
 - b. All ditch lines shall be compacted to 95% density and inspected by the City
 - c. All equipment shall have street pads on outriggers
 - d. All areas shall be cleaned up and dressed out

3. French Drain
 - a. No curb cut will be accepted. If cut, then curb and gutter shall be cut out, removed and reinstalled
 - b. All curbs shall be smooth core (no cut outs)
 - c. All curb cores shall be inspected

4. Electrical or telephone pole placement
 - a. Permit required
 - b. Area shall be cleaned up and dressed out

5. Boring Restrictions
 - a. No missiles allowed in City Street Right-of-Way
 - b. Missiles will be allowed in the rear of residential property provided work is performed in Public Utility Easement
 - c. No boring on Friday will be allowed

Permit applications shall be accompanied by a clear and legible plan or drawing indicating the improvement to be constructed and their relationship to the City of Keller's Public Improvements existing within the Public Right-of-Way.