



81 W. 1<sup>st</sup> Street South, Snowflake, Arizona

phone (928) 536-7103 or fax (928) 536-2539 or email: [frontdesk@ci.snowflake.az.us](mailto:frontdesk@ci.snowflake.az.us)

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## PERMIT APPLICATION FOR USE OF TOWN STREET OR RIGHT OF WAY

NAME OF ENCROACHMENT OWNER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_

PRIMARY CONTACT: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

R.O.C. NUMBER: \_\_\_\_\_

## WORK LOCATION / DESCRIPTION

STREET ADDRESS: \_\_\_\_\_

NEAREST INTERSECTION: \_\_\_\_\_

DESCRIPTION OF WORK: \_\_\_\_\_

PROJECTED START DATE: \_\_\_\_\_ PROJECTED COMPLETION DATE: \_\_\_\_\_

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## FOR TOWN USE ONLY

PROVISIONS AND CONDITIONS: \_\_\_\_\_

## MISCELLANEOUS PERMIT REQUIREMENTS

1. Traffic control for any work performed on rights-of-way shall conform to the Manual on Uniform Traffic Control Devices.
2. All excavations shall be properly barricaded. Applicant shall barricade and maintain all traffic control at his own expense. Town deserves the right to correct deficient barricading and to charge applicant.
3. All road cuts shall be patched immediately with ¾" hot mix asphalt. Non-shrink material will be used as backfill in all trenching under pavement with minimum compaction of 100% per the modified proctor. High performance cold mix (UPM or equal) may be used when weather or availability prevents the use of hot mix asphalt. However, the applicant is responsible for the replacement of the cold mix with hot asphalt when soonest availability permits. The applicant is also responsible for maintenance of cold mix until hot mix replacement has occurred.
4. The Town Hall Front Desk shall be notified of all work within the right-of-way one business day prior to the start of work (DO NOT LEAVE VOICE MAIL). If work is not inspected by the Town, applicant may be required to remove or modify work to allow for Town inspection, at applicant's expense.
5. Any damage to pavement due to work shall be immediately repaired to the satisfaction of the Town Public Works Department.
6. All concrete shall be protected from freezing for a period of seven (7) days and all concrete surfaces shall be sprayed with a curing compound, as approved by the Town Public Works Department.
7. Vehicles, dumpsters, or similar equipment shall not be parked or placed on paved surfaces unless specifically allowed in the permit.
8. Excavated or imported material shall not be stored on pavement, sidewalk, travel roadway surface or other public right-of-way without approval of the Town Public Works Department.
9. Proper drainage/erosion control shall be maintained at all times. Depending on the work, a Storm Water Pollution Prevention Permit may be required and be available at the work site for inspection by the Town.
10. All work performed shall conform to Maricopa Association of Governments (MAG) and/or Town of Snowflake Standards and Specifications and Detail Drawings, most current edition, and the Snowflake Town Code.
11. By signing the application, the applicant and contractor agree to indemnify and hold harmless the Town, its officers, agents, and employees from any and all claims, liabilities, expenses, or law suits arising in whole or in part from negligence or intentional acts of the applicant or his contractor, their agents, officers, owners, and employees to the maximum extent allowed by law as a result of the applicant's work in or use of the right-of-way as allowed in this permit. Contractor shall also be required to provide to the Town a copy of liability insurance providing coverage for the Town and naming the Town as a co-insured in an amount to be determined by the Town. Contractor must show proof of Worker's Compensation Insurance.
12. Any repairs to existing streets or rights-of-way shall be warranted for a period of one year from the date of Town approval and acceptance.
13. It is expressly understood by the applicant that this Permit is revocable at will by the Town, at the sole option of the Town. If Town revokes this permit, it shall be the responsibility of the Applicant to remove, at the Applicant's expense, all improvements authorized by this permit.
14. A copy of this Permit is required to be on site during entire work period.

By signing below, Applicant agrees to abide by the aforementioned Miscellaneous Requirements and all Provisions and Conditions set forth in this Permit.

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Applicant's Signature

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Date

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Town of Snowflake Authorizing Agent, Title

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Date