

**City of New Plymouth  
Right-of-Way Construction Permit**

Applicant Information

Name \_\_\_\_\_

Date Filed \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

\_\_\_\_\_

Date To Begin Work \_\_\_\_\_

Location of Work \_\_\_\_\_ (Attach Map if Necessary)

Name of Liability Carrier \_\_\_\_\_

Driver's License # \_\_\_\_\_

**Description of Construction To Be Performed**

**DigLine (1-800-342-1585) must be notified before excavating.**

**A Right-of-Way Construction Permit is required for all work in the public right of ways. The street often extends behind the curb for some distance. Usually the back of the sidewalk is the edge of the street. If in doubt, check with City Hall.**

**All construction is to be completed in accordance with city standards. Pavement repairs must be completed within three weeks during paving season. Contractor is responsible for maintaining the road surface until final repairs are made. Inspections will be performed as quickly as possible. However, we do require 24-hour notice. Special arrangements must be made for work to be performed after hours, Saturdays, Sundays and holidays.**

**Contractor or applicant is responsible for clean up and any damage done to right of way during the job. If inspection is unsatisfactory, work will be done by the City and applicant will be billed.**

**Required**      **Completed**

***Utilities***

**Backfill Inspection**

*Inspection to be performed during backfill to insure compaction.*

( )

( )

***Pavement Repairs***

**Prior to Paving**

*Inspection to be performed when patch is read to be made.*

( )

( )

***Final Inspection***

*Inspection to be performed when work is completed.*

( )

( )

Permit Fee is \$10.00

Date \_\_\_\_\_ Permit # \_\_\_\_\_

Fee Paid \_\_\_\_\_

Permit Issued By \_\_\_\_\_

**Inspections Record**

**Required**

**Completed**

***Curb, Sidewalk, Driveways***

( )

( )

***Sewer Services***

( )

( )

**Pipe Inspection**

*When pipe is in place, but before back fill*

( )

( )

**Backfill Inspection**

( )

( )

***Final Inspection***

( )

( )

**When work is done, site must be inspected by an employee of Public Works Department and signed off by a city employee within 24-hour notice.**

City Employee \_\_\_\_\_