



220 East Morris Avenue, Suite 200
South Salt Lake City, Utah 84115
(801) 483-6063 telephone
(801) 483-6060 fax
www.sslc.com

RIGHT OF WAY & ACCESS PERMIT APPLICATION

CHECKLIST PRIOR TO SUBMITTAL

1. Complete Application
2. Signed Acknowledgement of Terms & Conditions
3. Copy of Liability Insurance (South Salt Lake City must be listed as certificate holder)
4. Cost Estimate of all Proposed Work
5. BMP or SWPPP Statement
6. \$60 Nonrefundable Deposit (applied toward inspection fees)
7. TWO paper copies of Site Plans (11" x 17" minimum)
8. TWO paper copies of Traffic Control Plans (11" x 17" minimum)
9. TWO paper copies of Storm Water Pollution Prevention Plans (11" x 17" minimum)

**** INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED ****

CHECKLIST PRIOR TO PERMIT RELEASE

1. Nonrefundable Fee Payment
2. Signed South Salt Lake Improvement Agreement
3. Original Stamped Bond (Estimate must be approved prior to bond submittal)

Submitting a permit application does not authorize the applicant to begin construction. Working without an approved permit violates South Salt Lake Municipal Code. South Salt Lake City reserves the right to pursue enforcement action including but not limited to Notice of Violation and Summons, and Citations.

Applicants are responsible for addressing and correcting all inaccurate or incomplete application documentation. Inactive applications automatically void after 180 days. All voided applications require submittal of new applications, including payment of all costs and fees. All application fees are nonrefundable.



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RIGHT OF WAY & ACCESS PERMIT APPLICATION

PERMIT #: _____

APPLICATION DATE: _____

PROJECT INFORMATION			
FEE TITLE OWNER(S)			
PROJECT OWNER		TELEPHONE	
EMAIL		24-HR EMERGENCY TELEPHONE	
PROJECT ADDRESS		CITY	STATE ZIP
DESCRIPTION OF WORK			
CLOSURE INFORMATION			
	# OF LANES	# OF BLOCK	# OF DAYS
SIDEWALK			
LANE CLOSURE			
LOCAL STREET FULL CLOSURE			
ARTERIAL STREET FULL CLOSURE			
CONTACT INFORMATION			
PERMIT CONTACT		TELEPHONE	
EMAIL		24-HR EMERGENCY TELEPHONE	
BUSINESS ADDRESS		CITY	STATE ZIP
STATE LICENSE #		EXPIRATION DATE	
GENERAL CONTRACTOR		TELEPHONE	
EMAIL			
BUSINESS ADDRESS		CITY	STATE ZIP
STATE LICENSE #		EXPIRATION DATE	
SUB CONTRACTOR		TELEPHONE	
EMAIL			
BUSINESS ADDRESS		CITY	STATE ZIP
STATE LICENSE #		EXPIRATION DATE	
SUB CONTRACTOR		TELEPHONE	
EMAIL			
BUSINESS ADDRESS		CITY	STATE ZIP
STATE LICENSE #		EXPIRATION DATE	

SOUTH SALT LAKE PUBLIC RIGHT OF WAY ACCESS TERMS AND CONDITIONS

Application is hereby made by the undersigned for a permit to work within the City right of way for the purpose designated below. It is understood and agreed by the applicant that all necessary precautions for public safety will be installed and maintained from the commencement to the conclusion of construction operations described by this permit. The applicant shall indemnify and hold harmless the City of South Salt Lake from all liability, loss, damage, cost, or other expenses, arising from any accident, injury, loss or damage to any person or property caused directly or indirectly by the acts, errors, or omissions of applicant and its agents, servants, employees, or subcontractors. In addition, applicant agrees to the following terms and conditions:

1. **All work must be scheduled and coordinated with the City of South Salt Lake Engineering Department. All work not inspected prior to back fill being placed, shall be re-excavated at the contractor's expense to allow for inspection.**
2. All work and clean up must be complete within 30 days from the start date of this permit unless a permit extension is granted by South Salt Lake City Engineer, or the Engineer's authorized representative.
3. Curb, gutter, and sidewalk installation shall be in conformance with the 2017 Edition of the APWA Manual of Standard Plans and Manual of Standard Specifications, South Salt Lake City engineering supplementary standards, or South Salt Lake City Engineer, or the Engineer's authorized representative.
4. Asphalt trench repair shall be saw cut. Asphalt trench repairs require a T-patch extending at least 2 feet beyond the edge of the trench, or as specified in the APWA Manual of Standard Plans and Specifications, South Salt Lake City Engineering supplementary standards, South Salt Lake City Engineer, or the Engineer's authorized representative.
5. A minimum of 8" of road base is to be installed under pavement surfaces. A minimum of 6" of road base shall be installed under curb, gutter, and sidewalk or as specified in the APWA Manual of Standard Plans and Specifications, or as directed by South Salt Lake City Engineer or the Engineer's authorized representative.
6. Replacement asphalt shall match existing asphalt thickness plus 1 inch, but in no case be less than 4 inch thick. See the latest edition of the APWA Manual of Standard Plans and Specifications for maximum pavement thickness.
7. On all new pavements, 5 years old or less, asphalt trench repairs shall be in conformance with South Salt Lake City engineering supplementary standards, or South Salt Lake City Engineer, or the Engineer's authorized representative.
8. Any road with existing overlay fabric shall be repaired as directed by South Salt Lake City Engineer, or the Engineer's authorized representative.
9. All manholes and inlet boxes shall be core cut.
10. Storm drain and sewer line repairs shall be video inspected, and a copy of the video shall be given to the South Salt Lake City Engineer, or the Engineer's authorized representative.
11. All contractors and their employees shall wear proper personal protective equipment at all times when working in the public right of way.
12. Permit applicant shall provide Certificate of Liability Insurance with application.
 - Liability insurance shall include: \$1,000,000 each occurrence & \$2,000,000 aggregate
13. The Fees paid for this permit do NOT include overtime costs for city inspectors. Applicant agrees to reimburse the City of South Salt Lake for the following costs:
 - Two-Hour minimum call out fee for all after hours, weekends, or emergency inspection service
 - Additional time shall be charged at a rate of 1.5 times the inspector's hourly rate.
14. **24-hour notice is required for all inspections. Call 801-483-6032, specify Engineering Inspection.**
15. **NO EXCAVATION WILL BE LEFT OPEN LONGER THAN 24 HOURS WITHOUT EXPRESS PERMISSION IN WRITING FROM SOUTH SALT LAKE CITY ENGINEER, OR ENGINEER'S REPRESENTATIVE.**
16. **ALL WORK MUST COMPLY WITH THE CITY OF SOUTH SALT LAKE STORM WATER MANAGEMENT PLAN.** Call the South Salt Lake Storm Water Division for storm water related questions at 801-483-6045

*****I HAVE READ AND UNDERSTAND THE TERMS OF THIS PERMIT AND AGREE TO BE BOUND THERETO*****

SIGNATURE OF APPLICANT: _____

NAME OF APPLICANT (PRINTED): _____

-----FOR CITY USE ONLY-----

CITY OFFICIAL USE ONLY

CONTRACTOR START/END DATE

PERMIT #: _____

ACCEPTED BY: _____

DATE OF APPROVAL: _____

START DATE:

COMPLETION DATE:

EXCAVATION FEE: \$ _____ INSPECTION FEE: \$ _____ CLOSURE FEE: \$ _____

FEE TOTAL: _____ RECEIPT #: _____