



City of Longwood, Florida
Right of Way Utilization Permit
Department of Public Works
180 E. Warren Avenue
Longwood, Florida 32750

Right-of-Way Utilization Permit #: _____ - _____

The City of Longwood, a political subdivision of the State of Florida, hereinafter called the "Permit Grantor," "City," or "City of Longwood" hereby grants:

Hereinafter called the "Permittee," a permit to:

___ Construct / Install, ___ Operate, ___ Maintain, ___ Replace / Restore, or ___ Remove
certain facilities, structures or landscaping listed below:

Work to be permitted is shown on an attached geographical description, sketch or survey. This work is along, beneath, and/or over the right-of-way and/or property of the City of Longwood at the following location:

Street Address or description of location: _____
and is situated between _____
and _____

All work permitted is subject to the Conditions for Approval as included in this Right-of-Way Utilization Permit, City of Longwood Code of Ordinances, and any other applicable laws, regulations, standards or policies of the City, County, State or Federal government and/or other regulating authority.

Florida Law: Underground utilities must be located prior to any work in the Right-of-Way. Contractors must call Sunshine at 1-800-432-4700.

Signing below implies acceptance to all requirements stated, in writing, as condition of the issuance of the Right-of-Way Utilization Permit. The Permit, conditions of approval, and any letters from the City of Longwood referring to this permit are all to be considered as part of this Right-of-Way Utilization Permit Agreement. See attached for additional conditions to this permit.

(print)

Permittee: _____
City: _____
Telephone: _____
Cell: _____

Mailing Address: _____
Zip: _____
Fax: _____
E-mail: _____

Permittee Signature: _____

Authorized By: _____ Date of Issuance: _____

Utility/Permit Administrator Information:
Phone: 407.263.2382 Fax: 407.263.2390

Photos Required: ____ Sod Placement Required: ____
Storm Water BMP Installation Required: ____ Wastewater Pipe Televising Required: ____
Storm Water Pipe Televising Required: ____ Public Notification Required: ____
Survey Marker or Geodetic Monument Replacement Required: ____
Pavement Restoration Required: ____
Curb or Sidewalk Restoration / Replacement Required: ____
Other Restoration Required: ____
Other Comments: _____

CONDITIONS OF APPROVAL:

1. The Right-of-Way Utilization Permit will be completed with the description and nature of the proposed work fully described in writing.
2. The Utility Notification Center – Sunshine One Call of Florida must be notified 48 hours in advance of any work. Their phone number is 1-800-432-4770.
3. The name of Facility Owner (Permittee), any contractor and / or subcontractor performing work relating to the work described and approved in this Right-of-Way Utilization Permit will be denoted along with contact information during and after work hours along with emergency contact information.
4. Along with a description of work and location of work, a geographic description, scaled drawing or survey may be requested. Information that may be required for inclusion in the survey are:
 - a. Geographical description of work to be done,
 - b. Right-of-way lines,
 - c. Sidewalks,
 - d. Description of area of land, pavement, and / or curb disturbing activity,
 - e. The offset distance from the centerline of the proposed work shown with all distances and sizes clearly indicated,
 - f. Cross section(s) denoting locations of other utilities in the area being disturbed / impacted,
 - g. Location of all storm water system elements such as pipes, outfalls, drop inlets, catch basins, retention ponds, control structures, swales or other components of the storm water system,
 - h. A description of any storm water related Best Management Practices that will be used to mitigate against erosion, sedimentation, and deposit / release of nutrients / pollutants to the neighboring properties, water bodies, natural watercourses, and / or storm water system.
 - i. Maintenance of Traffic (MOT) plan,
 - j. All of the above, if requested, shall be clearly marked with sizes, dimensions, and other pertinent information clearly marked.
5. Section corner monuments and other survey markers subject to displacement shall first be referenced and later reset by a Florida Registered Surveyor in accordance with State Law.

6. This Right-of-Way Utilization Permit is to be signed by the applicant or their legally empowered agent.
7. Contractor performing the work must be licensed / registered for the type of work noted in the permit.
8. The construction, operation, and maintenance of such utility / work shall not interfere with the property and rights of a prior occupant.
9. The construction, operation and maintenance of such utility / work shall not create obstructions which become dangerous to the traveling public.
10. Maintenance of Traffic (MOT) and safety procedures will follow Florida Department of Transportation (FDOT) Standards and Specifications and the Manual of Uniform Traffic Control Devices (MUTCD).
11. Digital photos may be required prior to the start of work and completion of work by the permittee.
12. Right-of-Way restoration will be inspected by the City of Longwood periodically for the period of one (1) year of final restoration approval. Should any defects be encountered, the Permittee will have between seven (7) and thirty (30) days, depending on severity and impact to the traveling public safety, to correct said defects. If conditions warrant immediate action, the permittee shall take immediate action. The City may take corrective action if the situation warrants. After one (1) year from final restoration approval, the responsibility for the permitted site will revert to the City unless permit conditions note otherwise.
13. To insure that hazards do not impact the owners, residents, property, or environment, the City of Longwood maintains the right to inspect all materials and equipment used on or in conjunction with the work outlined in this Right-of-Way Utilization Permit.
14. **The Permittee does hereby agree to indemnify, pay the cost of defense and save harmless the City of Longwood from and the against the payment of all claims, suits, actions, costs, attorney's fees, expense, damages, judgments, or decrees by reason of any person / persons or property being damaged or injured by the Permittee, his employees, agents or subcontractors, or in any way attributable to the performance, prosecution, construction, operation, or maintenance of the work herein permitted by the Permittee and resulting from the negligent act / acts or omission / omissions of said Permittee in connection with the work herein permitted.**
15. During the work approved by this Permit, the Permittee shall repair and or restore any damage or injury to the right-of-way or to any other City property and shall repair the same promptly (within seven (7) days of notification of the permittee), restoring it to a condition at least equal to that which existed immediately prior to the infliction of such damage or injury. Restoration work will, at a minimum, meet City Standards denoted in the Conditions of Approval of this Right-of-Way Utilization Permit.
16. All portions of the right-of-way other than paved areas disturbed by the construction under this Permit shall be grassed, mulched, and / or sodded unless shown otherwise in the Permit documents.
17. The Permittee shall televise and record all sanitary sewer mains, sanitary sewer laterals, any other sanitary sewer component, and / or any storm drainage system components that are within the area of work described in this Right-of-Way Permit before and after performing the work authorized by this Permit. These tapes and / or recorded disc are to be delivered to the City for review and permanent filing.

18. Any work that may affect storm water quantity or quality shall require the installation of proper storm water Best Management Practices (BMPs). Devices or actions to be implemented must comply with the Florida Department of Environmental Protection Storm Water, Erosion, and Sedimentation Control Inspector's Handbook.
19. All overhead installations shall conform to clearance standards of the Florida Department of Transportation (FDOT) and all underground crossing installations shall be laid at a minimum depth of thirty (30) inches below the pavement / finished ground surface or at such greater depth as the City of Longwood may require.
20. In the event of widening, repair, or reconstruction of said right-of-way, the Permittee shall be responsible for the moving or removal of said utility installation(s) at no cost to the City.
21. This Permit should be considered as granting a permissive use only and the placing of facilities upon the City property pursuant to this permit shall not be construed as creating or vesting any property rights to the Permittee and is granted in perpetuity subject to termination by the City of Longwood upon thirty (30) days written notice to the Permittee.
22. Emergency Work – In the event of an emergency, the facility owner will be allowed to affect the necessary repairs in advance of receiving a permit. However, the application must be submitted and received in the Public Works Department's Office before the end of the following business day.
23. THE CONDITIONS OUTLINED ARE ACCEPTED BY THE APPLICANT AND CONTRACTOR - This permit is not transferable and is VOID after sixty (60) days from the date of approval unless Permittee has initiated work. The applicant agrees, upon completion of any work, to satisfactorily complete all the work authorized by the permit within a period of _____ calendar days.
24. Work within the right-of-way under construction shall be within the times allowable for work as outlined in the City of Longwood Code of Ordinances, except where the work must proceed in order to protect the public interest as outlined elsewhere in this Right-of-Way Utilization Permit.

Completed Right-of-Way Utilization Permits may be sent to the following address:

City of Longwood
Department of Public Works
180 E. Warren Avenue
Longwood, Florida 32750