



# Right of Way Permit Application

15440 South Central Avenue Oak Forest, Illinois 60452-2195  
 Building address is 15722 S Lorel Oak Forest, Illinois 60452  
 708-535-4090 ▪ Fax 708.687-2028 ▪ www.oak-forest.org

<b>SUBMITTAL REQUIREMENTS</b>	<b>PERMIT #</b>	<b>EXPIRATION DATE:</b>
<b><u>REQUIRED:</u></b>		
<ul style="list-style-type: none"> <li>➤ COMPLETED PERMIT APPLICATION</li> <li>➤ CONSTRUCTION PLANS TO SCALE -Plans must include, at a minimum, USGS reference elevations, right of way lines, property lines</li> <li>➤ ESTIMATED COST OF WORK</li> <li>➤ DESCRIPTION OF PROPOSED WORK AND MATERIALS PROPOSED</li> <li>➤ PAYMENT OF PERMIT FEES</li> <li>➤ SURETY: PUBLIC WORKS WILL INCLUDE AMOUNT ON THE PERMIT</li> <li>➤ PROOF OF BUSINESS LICENSE FOR ALL CONTRACTORS</li> <li>➤ PROOF OF INSURANCE</li> </ul>		
<b>STREET NAME</b>		
<b>JOBSITE ADDRESS</b>		
<b>DESCRIPTION OF LOCATION</b>		
<b>APPLICANT NAME</b>	<b>CONTRACTOR NAME</b>	
<b>APPLICANT ADDRESS</b>	<b>CONTRACTOR ADDRESS</b>	
<b>APPLICANT PHONE</b>	<b>CONTRACTOR PHONE</b>	
<b>CONTRACTOR INFORMATION:</b> IF 2 or more CONTRACTORS ARE USED FOR YOUR PROJECT, PLEASE CHECK BOX AND ADD INFORMATION ON BACK OF FORM. → <input type="checkbox"/> SEE REVERSE SIDE		
♦NOTE – All trades & subcontractors <u>must be registered by the City</u> prior to issuance of this permit. If more than two trades/contractors are involved with this project, a “Contractors, Trades & Subcontractors List” <b>MUST</b> be completed.		
<b>Start Date</b>	<b>Completion Date</b>	
<b>Description of Work</b>		
<b>CONSTRUCTION COST \$</b>		

*I hereby certify that I am the owner or duly authorized agent of the owner for the purposes of this application. I further certify that I have read and examined this application (both sides) and know the same to be true and correct. If any of the information provided on this application is incorrect, the permit or approval may be revoked. I also understand that all work shall be completed in compliance with the City of Oak Forest Codes and Ordinances and the statues of the State of Illinois.*

**MAKE CHECKS PAYABLE TO: CITY OF OAK FOREST**  
**REQUIRED FEES – OFFICE USE ONLY**  
 Row Permit Fee **\$50.00**

\_\_\_\_\_  
 Applicant Signature and Date

**Precon Required** Yes \_\_\_\_\_ No \_\_\_\_\_

**Surety Cost** \_\_\_\_\_

Review and approved \_\_\_\_\_ denied \_\_\_\_\_ by:

\_\_\_\_\_  
 Public Works Official and Date

<b>PAYMENT TYPE: CK#</b> _____ <b>Cash</b> _____
<b>AMOUNT PD:</b> _____ <b>DATE PD:</b> _____

**CALL JULIE BEFORE YOU DIG**  
**SIMPLY DIAL 811!**

**CONDITIONS:** \_\_\_\_\_  
 \_\_\_\_\_

## Additional Contractors, Trades & Subcontractors List

CONTRACTOR 1 NAME	CONTRACTOR 2 NAME
CONTRACTOR 1 ADDRESS	CONTRACTOR 2 ADDRESS
CONTRACTOR 1 PHONE	CONTRACTOR 2 PHONE
CONTRACTOR 3 NAME	CONTRACTOR 4 NAME
CONTRACTOR 3 ADDRESS	CONTRACTOR 4 ADDRESS
CONTRACTOR 3 PHONE	CONTRACTOR 4 PHONE

### Minimum General Application Requirements.

*The application shall be made by the utility or it's duly authorized representative and shall contain, at a minimum, the following:*

- The utility's name and address and telephone and telecopy numbers.
- The applicant's name and address, if different than the utility, its telephone, telecopy numbers, e-mail address, and its interest in the work.
- The names, addresses and telephone and telecopy numbers and email addresses of all professional consultants, if any, advising the applicant with respect to the application;
- A general description of the proposed work and the purposes and intent of the facility and the uses to which the facility will be put.
- The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters likely to be affected or impacted by the work proposed;
- Evidence that the utility has placed on file with the City:
  1. A written traffic control plan demonstrating the protective measures and devices that will be employed consistent with the Illinois Manual on Uniform Traffic Control Devices to prevent injury or damage to persons or property and to minimize disruptions to efficient pedestrian and vehicular traffic.
  2. An emergency contingency plan which shall specify the nature of potential emergencies, including, without limitation, construction and hazardous materials emergencies, and the intended response by the applicant. The intended response shall include notification to the City and shall promote protection of the safety and convenience of the public. Compliance with ICC regulations for emergency contingency plans constitutes compliance with this Section unless the City finds that additional information or assurances are needed;
- Drawings, plans and specifications showing the work proposed, including the certification of an engineer that such drawings, plans, and specifications comply with applicable codes, rules, and regulations;
- Evidence of insurance as required in Section 8 of the City's Right of Way Ordinance
- Evidence of posting of the security fund as required in Section 10 of the City's Right of Way Ordinance
- Any request for a variance from one or more provisions of this Chapter (See Section 21); and
- Such additional information as may be reasonably required by the City.

### ***Indemnification.***

*By occupying or constructing facilities in the right-of-way, a utility shall be deemed to agree to defend, indemnify and hold the City and its elected and appointed officials and officers, employees, agents and representatives harmless from and against any and all injuries, claims, demands, judgments, damages, losses and expenses, including reasonable attorney's fees and costs of suit or defense, arising out of, resulting from or alleged to arise out of or result from the negligent, careless or wrongful acts, omissions, failures to act or misconduct of the utility or its affiliates, officers, employees agents, contractors or subcontractors in the construction off facilities or occupancy of the rights-of-way, and in providing or offering service over the facilities, whether such acts or omissions are authorized, allowed or prohibited by this Chapter or by a franchise. license, or similar agreement; provided, however, that the utility's indemnity obligations hereunder shall not apply to any injuries, claims, demands, judgments, damages, losses or expenses arising out of or resulting from the negligence, misconduct or breach of this Chapter by the City, its officials, officers, employees, agents or representatives.*