



**APPLICATION FOR PERMIT TO MAKE
IMPROVEMENTS IN THE RIGHT-OF-WAY
(INCLUDING JACKING/BORING/TUNNELING)**
\$60 Application Fee

APPLICATION NO. _____
(To be completed by the City)

To the Department of Engineering of the City of Mason, Ohio, the undersigned contractor,

_____, _____, located at,
(Applicant) (Phone)

(Address)

*Please mark all applicable boxes below and attach 2 sets of drawings and maintenance of traffic (MOT) plans for application to be considered. Typical MOT plans can be found at:
www.dot.state.oh.us/Divisions/Operations/Traffic/publications2/TTCM

- Jack & Bore Directional Bore Open Cut Install Underground Utilities
- Install Overhead Utilities Overhead Utility Crossing Adjust Manhole/Pull Box
- Lane Closure Anticipated (Attach MOT Plan & Contact the Engineering Dept. 48 hrs prior)
- Other _____

PROJECT NAME: _____

LOCATION: _____

DESCRIPTION: _____

PURPOSE: _____

UTILITY OWNER: _____
(Contact Person) (E-mail) (Phone)



The applicant agrees to provide a bond in the amount shown below for the type of improvement requested. This bond shall be submitted as part of this application and shall be valid for a period of not less than six (6) months.

Improvement	Location	Bond Amount
Jack & Bore/Directional Bore/ Open Cut/Other Improvements	Roadway	\$10,000 / 2 lanes
	Driveway/Unpaved	\$ 5,000

By the making of this application, the applicant covenants and agrees to comply with all laws of the State of Ohio and Ordinances of the City of Mason pertaining to the above described work and all work which is incidental to the project. All improvements, repairs, and restoration must comply with the City of Mason Construction Standards and Standard Drawings.

Applicant further certifies that the information and statements given in this application are true and correct. The applicant covenants and agrees to hold harmless the City of Mason from all claims, loss of damage that may result in any way from the within described improvements, and the applicant covenants and agrees to indemnify and hold harmless said City against all claims, loss or damage resulting from the restoration after making such improvements.

The applicant is responsible for contacting OUPS at (800) 362-2764 and must request the location of all utilities at least 48-hours prior to commencement of work. All work outside of the City’s right-of-way will require an easement from the property owner.

Any lane closures **shall only occur between 9am and 4pm** unless specifically approved otherwise in writing on this permit. Lane closures shall have proper maintenance of traffic in place and in accordance with the Ohio Manual Uniform of Traffic Control Devices or contractor may be removed from the site.

I the undersigned agree to perform final restoration within 30 days from completion of work and any lane closures require notification 48-hours prior to commencing work by calling (513)229-8520 or by e-mail at engineeringandbuilding@masonoh.org

Signed: _____ **Date:** _____
 (Applicant)

City Engineer Approval (Note: Permit not valid without City Engineer’s signature)

I have examined and approved the above application with the corrections noted.

Approved: _____ **Date Permit Issued:** _____
 City Engineer

