

ROSWELL TRANSPORTATION DEPARTMENT

RDOT permit number: _____

UTILITY RIGHT OF WAY ENCROACHMENT PERMIT

associated permits (i.e. LDP): _____

This permit authorizes encroachment in the public Right-of-Way for the purpose of utility-related construction at the referenced location:

_____ Street Cut Project: _____

_____ Shoulder Construction Location: _____

_____ Conduit Bore (Permittee: (Name, Contact, Phone) _____

_____ Other (specify below) _____

_____ Contractor: (Name, Contact, Phone) _____

_____ New Development _____

_____ Dedicated ROW Contractor Superintendent: (Name, 24-hour Phone) _____

Project Start Date: _____

Project Completion Date: _____ (maximum of 4 months)

THIS PERMIT SHALL BE DISPLAYED ON THE SITE TOGETHER WITH THE APPROVED PLANS AND SPECIFICATIONS. Failure to do so may result in temporary suspension of all work. Call Roswell DOT at 770-594-6420 in cases of forced work stoppage.

This permit shall be submitted to the Roswell Transportation Department Utility Coordination Manager (770-594-6104) at least 5 working days before the planned start of work OR 10 calendar days if a full road closure is proposed for more than one full day. Permittee must also call the Utility Coordination Manager 5 days before the actual start of work.

NO OTHER CONSTRUCTION ACTIVITY SHALL COMMENCE WITHOUT THE REQUIRED PERMITS including developing or building unless explicitly approved in the plans (pursuant to Roswell City Code of Ordinances). Road cuts must be in a passable condition daily and must be rebuilt according to City specifications. Work must start within 2 months and be completed within 4 months of permit approval. City may, at their discretion, extend permit expiration date. Permittee is responsible for the activities of its assigned Contractors and their Subcontractors.

PAVEMENT REPAIRS: Mill and pave up to 50 feet each side of cut, for the full lane width, or as approved by Construction Manager/Inspector. Cul-de-sacs shall be approved by Construction Manager/Inspector. **All pavement repairs must comply with the City of Roswell Transportation Department trench details.** All pavement repairs must be provided by a GDOT approved paving contractor.

ALL WORK ZONES MUST COMPLY WITH the current version of the Manual on Uniform Traffic Control Devices (MUTCD) and with the Manual on Traffic Control Procedures for Utilities.

EROSION CONTROL: All work areas must comply with Section 18.1.2 of the Roswell City Code of Ordinances.

TRAFFIC SAFETY: No equipment or materials shall be left within 5 feet of the edge of pavement during non-work hours. All signage must be removed or covered during non-work hours. All slopes steeper than 4:1 within 5 feet of the edge of pavement must be safely protected (positive barrier or guardrail) at all times. No excavations shall be left open within 5 feet of the edge of pavement during non-work hours unless safely protected (positive barrier or plating are examples) for pedestrian and vehicular traffic. All street excavations shall be maintained and brought to pavement grade with patch or plates during non-work hours. Excavations shall be paved (hot mix) within 72 hours of completion of work below grade. No sidewalks are to be closed or blocked unless a temporary sidewalk is installed or delineated in accordance with the current version of the MUTCD. Contractor shall be responsible for installing all permanent pavement markings and removal of all temporary pavement markings (including removal of markings for advance signage) on all approaches to the project.

UTILITY LOCATE is the responsibility of the Permit holder. Permittee must call GA 811 (Utility Protection Center) according to service area. Utility markings shall be made with temporary paint. Use of APWA's color code and utility marking guide lines promotes consistency in identifying underground utilities. The color code can be found at www.apwa.net. If a utility service is breached under a roadway, the Permittee is responsible for repairs to the utility and the roadway (to City satisfaction) even if the Permittee has called the UPC. For all work within 500 feet of traffic signal devices, call Roswell DOT.

UTILITY INSTALLATION: Installation of any utility must maintain a 3 foot radius (360 degrees) from edge of all water mains, and no installation above water mains running parallel to the water main to grade level. When crossing a water main, perpendicularly, the utility will maintain an 18-inch separation when crossing the water main, either over or under. Before installation, field verification of water main must be conducted with water utility owner present before construction can begin.

Permittee must comply with all rules and regulations as stated above. Any damage to the Right-Of-Way must be restored to original condition. All work in the roadway must be performed between 9:00 AM and 4:00 PM. In case of an emergency that prevents street opening at 4:00 PM, the Permittee or Contractor must notify (call/email) the City of Roswell Utility Coordination Manager as soon as possible.

I acknowledge that I have read and understand that the above is a condition of the permit and I am familiar with the guidelines of the Roswell City Code.

Permittee or Authorized Agent: _____ Date: _____

FOR THE CITY OF ROSWELL: Utility Coordination Manager: _____ Date: _____

Street Construction Division: _____ Date: _____

Street Maintenance Division: _____ Date: _____

Traffic Operations Division: _____ Date: _____

Transportation Director (or designee): _____ Date: _____

Revised 9/3/2024