



**ENGINEERING DIVISION**  
**Public Right-of-Way Work Permit**

† THE CITY OF URBANA †  
 ENGINEERING, PLANNING & ZONING  
 ♦ 205 S. Main St. ♦ Urbana, OH 43078 ♦  
 ♦ Ph: 937.652.4324 ♦ www.urbanaohio.com ♦

<i>Office Use Only</i>	
Date Filed:	_____
Permit No.	_____
Fee:	\$50.00
Approved By:	_____

**PLEASE NOTE: INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED.** *Submittal of an application does not constitute acceptance for processing until the Engineering Division reviews the application for accuracy and completeness.*

<b>Property Address:</b>	
Owner of Property: _____	
Telephone: _____	Fax: _____ Email: _____
<b>Project Contact (Architect, Engineer, Planner, Contractor, etc.)</b>	
Name of Contractor: _____	
Address: _____	
Telephone: _____	Fax: _____ Email: _____
<b>Applicant(s) (if different than owner)</b>	
Name: _____	
Address: _____	
Telephone: _____	Fax: _____ Email: _____
<b>Proposed Work</b>	<input type="checkbox"/> Sidewalk <input type="checkbox"/> Roadway <input type="checkbox"/> Replacement <input type="checkbox"/> New Construction <input type="checkbox"/> Drive Approach <input type="checkbox"/> Curb & Gutter <input type="checkbox"/> Excavation <input type="checkbox"/> Other: _____
	Description of proposed work: _____
	_____
	_____

The undersigned hereby applies for a permit to alter or construct a sidewalk, curb & gutter, drive approach, roadway cut or other excavation within the right-of-way herein located and described. The undersigned states that he/she is well informed on the Planning and Zoning Code of the City of Urbana Chapter 1167 Construction Standards and Drawings and guarantees that all work and material will meet or exceed the minimum requirements of that Code. He/she certifies that the information contained herein including attachments is correct to the best of his/her knowledge. The undersigned understands that knowingly falsifying this information may be grounds for the denial or revoking of this application and subsequent approval thereof. He/she also understands that if a permit is issued, it shall remain in force for six calendar months. By signing below, the applicant hereby agrees that the contractor shall guarantee the work for a two-year warranty period. If the work fails during the warranty period, the City may repair the faulty work and bill the contractor per Standard 1167.16 with notice to the owner. The owner's taxes shall be assessed after 30 days nonpayment.

\_\_\_\_\_  
 Applicant's Signature

\_\_\_\_\_  
 Date