



# CITY OF SUGAR LAND

## Public Works

### RIGHTS-OF-WAY WORK/USE PERMIT APPLICATION

DATE OF APPLICATION: \_\_\_\_\_

**OWNER NAME:** \_\_\_\_\_

OWNER TITLE: \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

OWNER ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CONTACTS: OFFICE: \_\_\_\_\_

MOBILE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

**CONTRACTOR NAME:** \_\_\_\_\_

CONTRACTOR TITLE: \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

CONTRACTOR ADDRESS: \_\_\_\_\_

\_\_\_\_\_

CONTACTS: OFFICE: \_\_\_\_\_

MOBILE: \_\_\_\_\_

FAX: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

- REQUEST AUTHORIZATION TO PERFORM EMERGENCY REPAIRS.
- REQUEST APPROVAL OF PLANS TO INSTALL, MODIFY OR EXTEND UTILITY SERVICES.
- REQUEST APPROVAL OF PLANS TO INSTALL, MODIFY OR EXTEND TELECOMMUNICATION AND/OR CABLE SERVICES.
- OWNER REQUEST TO CONSTRUCT, MAINTAIN AND KEEP IN GOOD REPAIR ALL IMPROVEMENTS IN THE ROW WITHIN THE SCOPE OF THIS PERMIT APPLICATION.

DOES THE PROPOSED WORK/USE INCLUDE PUBLIC INFRASTRUCTURE? YES ""NO

DESCRIPTION AND PURPOSE OF WORK ACTIVITY: (Telecommunication and Cable providers need to explain the services provided through the line.)

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PROPOSED LOCATION OF RIGHT-OF-WAY TO BE UTILIZED: \_\_\_\_\_

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**REQUIRED ATTACHMENTS:**

- Please include a map, survey or plan clearly identifying the work area.
- Please include a current certificate of insurance. Requirements located at: [http://www.sugarlandtx.gov/purchasing/insurance\\_requirements/documents/insurancecontract.pdf](http://www.sugarlandtx.gov/purchasing/insurance_requirements/documents/insurancecontract.pdf)
- Please include a traffic control plan per TMUTCD for any proposed traffic routing or proposed lane closures.
- Please include the appropriate PUC Certificate for Telecommunication and Cable providers.
- [Traffic Planning Publications - TMUTCD](#)

PROPOSED START DATE: \_\_\_\_\_ PROPOSED END DATE: \_\_\_\_\_

**IMPORTANT INFORMATION**

**Chapter 5 of the City of Sugar Land Code of Ordinances, Article III, Division 1 defines right-of-way:**

Sec. 5-21 Public right-of-way means the land below, above and at the surface of any public street, highway, alley, sidewalk, bridge, tunnel, easement or similar property in which the City holds any property interest or exercises any rights of management or control.

**Chapter 5 of the City of Sugar Land Code of Ordinances, Article III, Division 2 requires a permit:**

Sec. 5-31 (a) It is unlawful for any person to dig up, break up, cut, excavate, drill, or tunnel in or upon any public right-of-way, sidewalk, or street, or to place any earth or excavated material on a public right-of-way, sidewalk or street without first obtaining a right-of-way work/use permit from the City.

**Chapter 5 of the City of Sugar Land Code of Ordinances, Article III, Division 2 requires site restoration:**

Sec. 5-34 (a) All excavations, alterations, backfill, repairs and other work must be made in conformance with any written specification or requirement adopted by the City.

Sec. 5-34 (d) If a permit holder fails to properly restore the surface of the public right-of-way, abandons the work, or fails to correct a hazardous condition after notice to do so, the director may take any action necessary to restore the right-of-way, complete the work, or correct the hazardous condition at the permit holder's expense

**THIS PERMIT DOES NOT SUPERCEDE ANY OTHER REQUIRED PERMITTING FROM THE STATE, THE CITY OR ANY OTHER PERMITTING AGENCY.**

**OWNER SIGNATURE:** \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

DATE: \_\_\_\_\_

**CONTRACTOR SIGNATURE:** \_\_\_\_\_

REPRESENTING: \_\_\_\_\_

DATE: \_\_\_\_\_