



**RIGHT-OF-WAY APPLICATION
46 RAVENNA STREET, SUITE D-3
HUDSON, OHIO 44236-3099**

330-342-1790 • 330-656-1753 • FAX 330-342-1880
Visit our Website at www.hudson.oh.us

O.U.P.S. – Call 2 working days before you dig!!! 1-800-362-2764

PROJECT ADDRESS: _____ SUBDIVISION: _____

SUBLOT #: _____ ZONED: _____ COMMENCE: _____ COMPLETE: _____

PROJECT DESCRIPTION: _____

<u>APPLICATION TO:</u>	REPAIR	REPLACE	INSTALL	CONSTRUCT
<i>(Circle type of work)</i>	SANITARY SEWER		STORM SEWER	DRIVE WAY CULVERT
WATER SERVICE	GAS SERVICE		DRIVE WAY CURB CUT	SIDEWALK
ELECTRIC SERVICE			DRIVEWAY APRON	DITCH ELIMINATION

⇒The Community Development Department must be contacted at #342-1790 48 hours prior to placing concrete for pre-pour inspections of sidewalks, driveways and culvert installation. Applicant must be present to verify elevations with a City Representative.

DEPOSITOR: _____ OWNER _____

ADDRESS: _____ ADDRESS: _____

PHONE: _____ FAX: _____ PHONE: _____ FAX: _____

AFFIDAVIT OF DEPOSITOR/LAND OWNER:

I have read and understand the requirements of this permit and will comply with said requirements. I realize that non-compliance with said requirements will result in a partial or complete forfeiture of the cash deposit associated with this application or will result in a claim against said deposit. I understand and agree that any error, misstatement, or misrepresentation of material fact, either with or without my intent, or any material alteration or change in the approved plans made subsequent to the issuance of a Right-Of-Way Permit from this application, without the approval of the City Engineer, shall constitute sufficient grounds for the revocation of such Right-Of-Way Permit, the imposing of a fine pursuant to Codified Ordinances of the City of Hudson, or forfeiture of the cash deposit.

Depositor: _____ Date: _____

Signature

Owner: _____ Date: _____

Signature

ZONING INSPECTOR: _____ DATE: _____

Signature

I acknowledge receipt of "Right-of-Way Culvert Construction Requirements and Specifications" (Initials): _____

CERTIFICATION FOR RETURN OF DEPOSIT (For Staff Use Only)

The Deposit will be returned to the applicant upon inspection and certification below by the City Engineer that all work is satisfactorily completed and that no further activity upon the property served will damage or obstruct the improvements with the Right-Of-Way.

I, _____, hereby certify the above on this _____ day of _____.

R-O-W FEE: _____ R-O-W DEPOSIT: _____ Receipt #: _____ R-O-W Permit #: _____

Zoning Permit #: _____ Inspection: _____ P.O. #: _____ Refund \$ _____

RIGHT OF WAY REQUIREMENTS AND SPECIFICATIONS

- A R-O-W application and detailed plans for the work to be completed must be submitted a minimum of two weeks prior to commencement of work.
- At the time of application, a \$150 fee is collected for plans examination by the City Engineer. *(This fee is not refundable)*
- Upon plan approval by the City Engineer, the applicant will be notified and asked to bring in a check for \$1500(R-O-W deposit) and pick up the permit for posting while work is active. Based upon the extent of the project, the City Engineer may increase either/both fee and deposit amounts.

- **The applicant must contact the Community Development Department at #342-1790 at least 48 hours prior to commencement of work so that an inspector can verify the current condition of the right-of-way and determine that forms are set properly by the contractor.**

- After completion of the project, **it is the responsibility of the depositor to request an inspection of the site** to verify that the work is completed and that no damage has been done to the City Right Of Way. **Call the Community Development Department at 342-1790 or 653-1753 to request an inspection.**
- Sites will be inspected as expeditiously as possible, and deposits will either be returned or deficiencies will be noted for correction. **You will receive a copy of the inspection report in the mail if the right-of-way has not been approved. Upon approval, your refund will be forwarded to you.**
- **Only PVC or reinforced concrete pipe may be used** according to the following construction requirements:

1. Culverts are to be placed immediately after, not before, basements are dug and block has been delivered so that the weight of excavators and block trucks does not damage them.
2. From that time all deliveries and construction vehicles must use the graveled driveway to enter the property. Crossing ditch lines other than at the installed driveway destroys the flow and integrity of the ditch, causes damage to road pavement, and tracks mud and debris onto City roads.
3. Permit holders are responsible for maintaining proper flow through the ditch at all times and must maintain the integrity of the culvert pipe from blockages and crushed ends.
4. It is the responsibility of the construction permit holder to remove any mud or debris which has resulted from his construction site from City roads. In the event that such obstructions occur, be advised that, while the City will attempt to notify the permit holder, when necessary to protect the public safety, the obstruction will be removed and the cost of such removal will be charged against the deposit. Such tracking may also result in revocation of the permit.
5. In instances where only rough grading is done by the contractor and lawn installation is done by the home buyer, permit holder is still responsible for proper drainage. **Deposit money will not be returned unless proper drainage is maintained.** When rough grading, bear in mind that the ditch will be seeded. **Deposit money will be withheld until all ditch and/or right-of-way planting is established regardless of whom is responsible for such installation.** It is the obligation of the Depositor to notify the homebuyer of right-of-way requirements.
6. Materials necessary for installing drainage pipe and fill in the roadside gutter for driveway purposes are as follows:

Twenty (20) feet of twelve-inch solid wall PVC (SDR-35) (If pipe is more than 24" below pavement) or Reinforced Concrete Pipe (RCP), Premium Joint, (If pipe is less than 24" below pavement) **only**, installed per the requirements of the manufacturer of the pipe, unless otherwise specified by City Engineer. Concrete or blacktop drive is to be level with road surface. Bottom of pipe is to be installed at elevation of approved site plan (see above), nine (9) feet from edge of pavement. Cover with 304 limestone. If double width drive, (over 14'6"), install thirty (30) feet of pipe with premium joint material at the joints of the pipe. Concrete drives are to be flush with pavement.

7. Procedure for release of deposit:

When construction has been completed, ditch graded and grass established, permit holder should check pipe integrity for blockages, bent ends, split seams and proper fall. Contact the Community Development Department at 342-1790 or 653-1753 to request an inspection. Sites will be inspected as expeditiously as possible and deposits either returned or deficiencies noted for correction. You will be notified by mail if the site is not approved.

IMPORTANT: No obstructions such as railroad ties, fences, substantial structures such as brick posts, or concrete drives higher than the road shall be permitted in the City right-of-way.

8. All excavation made within traveled portion of the right-of-way, in the berm within eight (8) feet of pavement edge, in the street or in driveways, shall be backfilled with premium backfill or other suitable material, approved by the City, in six (6) inch layers, loose measurement. Each layer shall be tamped or rolled. In all cases, backfill material extending more than six (6) inches above the level of the sides of the trench, must be removed and replaced to the satisfaction of the City Engineer. Temporary pavement replacements shall be maintained by the applicant in good condition. Permanent replacement must be completed as soon as practicable.
9. Excavations made within the limits of a highway (other than described above) shall be restored equal to or better than existed prior to excavation as soon as possible.
10. A copy of this permit and plan of work must be posted on the job site and available to the City Engineer, or a Stop Work order may be issued.
11. The applicant agrees to provide barricades, lights, warning signs, uniformed officers, or flagmen, necessary to protect the traveling public and agrees to hold the City free from all damages and liabilities arising from the work done under this permit.
12. No "off the road" equipment with steel tires, treads or cleats will be permitted on pavement without proper planking. This includes steel travel vehicles with rubber pads.
13. The top of any pipe line crossing the highway must be a minimum of fifteen (15) inches below grade of existing gutter and four (4) feet, six (6) inches below pavement crown grade.
14. The traveled portion of the right-of-way shall be kept free of debris.
15. No dumpsters or trash receptacles are to be placed in street right-of-way.
16. In the event the Applicant desires to install a ditch elimination pipe and/or a rock/stone ditch liner in the public right-of-way abutting his property, the Applicant and his heirs, successors, and assigns (hereinafter collectively referred to as "property owner") agree to pay all costs for the installation of said pipe and ditch liner and the necessary maintenance of the same to insure proper drainage from the property owner's property and all surrounding property that is tributary to the installed ditch elimination pipe and/or rock/stone ditch liner. Property owner agrees that at no time shall the City of Hudson be responsible for the maintenance of a ditch elimination pipe and/or rock/stone ditch liner installed by the property owner. Any cost borne by the City to maintain a drainage system not property maintained by a property owner shall be paid by the property owner. A drainage system which is "not properly maintained" is defined as a ditch elimination pipe and/or a rock/stone ditch liner that does not allow for proper drainage as determined by the City Engineer. The property owner shall execute an "Affidavit on Facts Relating to Title" in a form as required by the City which shall be filed by the City with the County Recorder and become a part of the permanent record of the subject property.

CITY OF HUDSON, OHIO, ENGINEERING STANDARDS

FOR INFRASTRUCTURE CONSTRUCTION, SECTION 7 – ROADWAY,

7.5 SIDEWALKS AND DRIVEWAYS:

Sidewalks shall be constructed of concrete as per the latest edition of the ODOT Construction and Materials Specifications and shall be a minimum of four inches thick. Sidewalks adjacent to intersections shall include handicap access ramps constructed as per ODOT Standard Construction Drawing BP-7.1M and the latest Americans with Disabilities Act (ADA) requirements. Where a sidewalk traverses across the limits of a driveway, the sidewalk thickness shall be a minimum of six inches or match that of the driveway apron. Sidewalk width shall be a minimum of five feet. Sidewalk shall meet the existing widths for replacement. **A ½” neoprene expansion joint shall be used at 25 foot intervals.** Divide replacement surfaces into equally spaced blocks of approximately five foot intervals. **New sidewalk sections shall use 6 x 6 x 10 gauge wire mesh.** See Figure 7.1.1, Detail A.

Driveway aprons shall be constructed of concrete as per the latest edition of the ODOT Construction and Material Specifications and shall be six inches thick for residential driveways and eight inches thick for non-residential driveways. **Driveway aprons and sidewalk crossing driveways shall be reinforced with 6 x 6 x 4 roadway mesh installed as per the manufacturer’s recommendations.** Residential and commercial driveway apron dimensions shall follow the latest edition of the ODOT Location and Design Manual Volume I. All driveway aprons, sidewalks and concrete roadway panels shall have a clear type of cure placed on the concrete after placement of the concrete has been completed.

In non-curbed areas the apron at the interface with the existing roadway shall be ¼” lower in elevation than the elevation of the existing roadway edge of pavement. In addition, prior to placing the concrete, the existing roadway edge of pavement shall be sawn full depth resulting in a straight edge, butt joint. If the edge of the roadway is in poor condition, then the roadway edge shall be replaced in kind with the same type of roadway material.

An asphalt driveway/entrance for non-residential structures may be considered in non-curbed areas by the City Of Hudson on a case by case basis. The typical section of the driveway/entrance shall conform to Figure 7.1.1, Detail A. An asphalt driveway apron for residential structures may be considered for the replacement of an existing apron. The typical section shall consist of a compacted sub-grade, 3 inches of ODOT Item 304 Limestone, 4 inches of ODOT Item 301, 1 inch of ODOT Item 404.