



**Right-of-Way Utilization
Application**
Permit for Construction within County
Road Right-of-Way or other Public Areas

Board of County Commissioners

Department of Public Works

Engineering Division

3600 W. Sovereign Path, Suite 241

Lecanto, FL 34461

Telephone: (352) 527-5446 Fax: (352) 527-5428

Toll Free: (352) 489-2120 TTY (352) 527-5312

TYPE OR PRINT LEGIBLY

1. Applicant's Name: _____ Phone: _____

Mailing Address: _____

2. Agent's Name (If different than above): _____ Phone: _____

Agent's Address: _____

3. Owner's Name (If different than above): _____ Phone: _____

Mailing Address: _____

4. Proposed Construction: (Mark the appropriate box and provide the required information)

☐ A. Utilities (Type): _____

Location: _____

Total Linear Feet: _____ Total Number of Road Crossings: _____

Crossing (Type & No.): Missile: _____ J & B: _____ Open Cut: _____

☐ B. Roads (Type): _____

Location: _____

☐ C. Other (Describe): _____

Location: _____

☐ D. Comments: _____

5. A. ALL AUTHORIZED WORK SHALL BE COMPLETED IN ACCORDANCE WITH THIS APPROVED APPLICATION, THE PROVISIONS OF THE LAND DEVELOPMENT CODE, AND OTHER APPLICABLE REGULATIONS.

B. PUBLIC SAFETY AND TEMPORARY TRAFFIC CONTROL MEASURES SHALL BE MAINTAINED DURING CONSTRUCTION IN ACCORDANCE WITH FDOT AND MUTCD STANDARDS.

C. WHEN EXCAVATION IS INCLUDED IN THIS PERMIT, ALL GAS COMPANIES MUST BE CONSULTED FOR INFORMATION AS TO EXISTING GAS PIPELINES AND APPURTENANCES PURSUANT TO THE PROVISIONS OF CHAPTER 553.851 FLORIDA STATUTES. CALL 811 BEFORE YOU DIG.

D. PRIVATE DRIVEWAYS, PUBLIC UTILITIES, AND OTHER SUCH IMPROVEMENTS PERMITTED HERewith WHICH ARE NOT AVAILABLE FOR IMMEDIATE USE BY THE GENERAL PUBLIC ARE CONSIDERED AS REMAINING IN PRIVATE OWNERSHIP AND ACCOMMODATED WITHIN THE PUBLIC RIGHT-OF-WAY OR OTHER PUBLIC AREAS. THE OWNERS OF SUCH FACILITIES, OR THEIR SUCCESSORS OR ASSIGNS, SHALL BE RESPONSIBLE FOR MAINTAINING SUCH FACILITIES IN GOOD AND SAFE REPAIR.

E. THIS APPLICATION SHALL BECOME A PERMIT WITH THE SIGNATURE OF THE COUNTY ENGINEER OR AUTHORIZED PERSON BELOW.

6. A. I HEREBY CERTIFY THAT I HAVE MADE APPLICATION FOR THE PERMIT DESCRIBED ABOVE, THAT I HAVE PROPER AUTHORITY AND AUTHORIZATION TO APPLY FOR SUCH PERMIT, AND THAT I AGREE WITH THE CONDITIONS OF THE PERMIT.

B. PERMISSION FOR THE ABOVE DESCRIBED CONSTRUCTION MAY BE GRANTED SUBJECT TO ADDITIONAL ATTACHED REQUIREMENTS.

PRINT NAME

SIGNATURE OF APPLICANT

DATE

TO BE COMPLETED BY OFFICIALS ONLY

EFFECTIVE DATE OF PERMIT: _____

A/P#: _____

BY: _____

OFFICE OF THE COUNTY ENGINEER OR DESIGNEE



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TYPICAL REQUIREMENTS FOR RIGHT-OF-WAY UTILIZATION PERMIT

- ☐ **If at all possible, all documents are to be emailed to row@citrusbocc.com**
- ☐ Completed Right-of-Way (ROW) Utilization Application a minimum of 30 days before your event or work project (provide start and end dates of proposed event/work)
- ☐ Application Fee of \$30.00 + \$0.03 a Lineal Foot
- ☐ Additional fees may apply. See ROW application fees on our website.
- ☐ One (1) set of plans (11X17) indicating location and details of the proposed construction/utilization. Plans shall include Location map, North Arrow, street names, limits of construction, description of construction or work to be done in the right of way, staging areas for materials and equipment, and clear sight triangles if necessary
- ☐ One (1) sheet list of inventory of materials to be placed within the road right-of-way
- ☐ If anticipated utilization is within or adjacent to an improved right-of-way, provide one (1) Maintenance of Traffic Plan in accordance with Florida Department of Transportation and the M.U.T.C.D.
- ☐ \$1,000,000.00 of liability insurance must be held by the applicant or his contractor and presented to the Engineering Division prior to approval. The liability insurance must state Citrus County, Florida, a political subdivision of the State of Florida, is to be named as an "Additional Insured" under this policy.
- ☐ If applicable, a corporate resolution or affidavit recognizing and authorizing the person to sign the indemnity agreement on behalf of the applicant/entity will be required before approval of the right-of-way permit. The affidavit or corporate resolution should be attached to the indemnity agreement.

NOTE: THE RIGHT-OF-WAY PERMIT WILL EXPIRE AFTER AN EVENT OR WORK PROJECT. IF REQUESTING A PERMIT MONTHS BEFORE A SCHEDULED EVENT, THE PERMIT WILL EXPIRE ONE (1) YEAR AFTER THE APPROVAL DATE.