



CITY OF ROANOKE RAPIDS

Public Works Department
P.O. Box 38 / 1313 Hinson Street
Roanoke Rapids, NC 27870
(252) 533-2846 / (252) 533-2851 Fax

Right-of-Way Use / Street Cut PERMIT APPLICATION

Per-Roanoke-Rapids-City-Code-§-98.20

1. Applicant Information

Owner or District:		Address:	
Phone:	Fax:		
E-mail:			
Field Contact Name:		Field Contact Phone:	

2. Contractor Information

Name:		Address:	
Phone:	Fax:		
E-mail:		License #:	
Field Contact Name:		Field Contact Phone:	

3. Project Information

Address or Location:	
Type of Work (check all that apply): () Telephone () Gas () Electric () Water () Sewer () Storm Drain () Cable () Other:	
Detailed Description of work to be done:	
Estimated Start Date:	Estimated End Date:

	Asphalt Street	Concrete Street	Curb	Sidewalk	Alley	Other:
Excavation L x W x D:						
Surface Cuts L x W:						

List Streets, Lanes, and/or Sidewalks that will be closed during construction:	Estimated Closure Date	Duration

List of Attachments:

I (we) hereby agree to be bound by the provisions of this permit, all applicable State and Federal Laws, all Roanoke Rapids City Standards, Specifications, Ordinances, and any other applicable regulatory requirements. I (we) agree that this permit shall become invalid, if during the performance of the work, a violation of the above occurs. Should a violation occur, and corrective actions directed by Roanoke Rapids Public Works not be performed, I (we) understand that this permit shall be deemed "cancelled" and corrective actions will be performed and/or all improvements will be removed by a Third Party at the permit holder's sole expense.

Applicant Signature: _____

Date: _____

Print Name: _____

Title / Authority: _____

Standard Provisions:

1. The Public Works Director reserves the right to require any additional information he so desires, including design standards, drawings, and any other pertinent data.
2. Public Works will respond to the permit application within three (3) consecutive working days of submittal. Street cuts in emergency situations that threaten public health and safety are allowed without a permit, however a permit application shall be submitted the next business day.
3. A site plan is required for new construction and for revisions or relocations of existing infrastructure.
4. Applicant is responsible for locating all existing utilities and is responsible for any repairs to existing utilities damaged as a result of the construction activities.
5. A copy of the approved permit must be kept available on the job site for the duration of work.
6. All surfaces disturbed by the construction activity shall be restored or re-installed to pre-construction conditions.
7. Sidewalk and curb and gutter shall be removed to the nearest joint if within five (5) feet.
8. All construction activities shall be performed in a safe manner. All construction areas shall be continuously maintained in a safe manner, and shall not create any public hazards. A stop work order will be issued if unsafe conditions or activities are discovered.
9. The permittee shall be responsible for the repair of any deficiencies in the right-of-way caused by the construction for a period of two years after the date of a passed final inspection. Failure to respond within 48 hours will authorize City forces to make necessary repairs and backcharge those repairs to the permittee. Emergency conditions will be repaired by the City immediately and backcharged.
10. Asphalt and concrete restoration shall be completed within 10 working days of completion of trench backfill operations. If pavement cannot be repaired with hot mix, it shall be cold patched and maintained as necessary throughout the winter. When hot mix becomes available, the temporary cold patch shall be removed and replaced with hot mix.
11. Issuance of this permit does not represent or guarantee the location or existence of any public right-of-way. The permittee is responsible for verifying the location of all right-of-ways.
12. Issuance of this permit does not grant any right to access or use private property.
13. The permittee is responsible for obtaining all necessary private or public easements for the proposed project.
14. Contractor shall notify Public Works one working day prior to work being performed, and also one working day prior to any required inspections.
15. All Traffic Control must meet Manual for Uniform Traffic Control Devices standards and the placement and maintenance of devices are the sole responsibility of the applicant.
16. The City reserves the right to stop any activity if adequate traffic control and/or safety devices are not utilized.
17. The applicant must notify Public Works at least one week in advance of a street closure. All affected residents and businesses must be notified by the applicant at least 48 hours in advance of the closure.

Special Provisions:

- () Traffic Control Plan Required
- () Site Plan Required
- () Limited Construction Activity hours:
- () Financial Security Required (Bond, Letter of Credit, Letter of Responsibility)
- () Inspections Required:
- () Other Permits Required:
- () Permit Fee:
- () Permit expiration Date:
- () Other:

Work Authorized: _____
Public Works Director/Designee

Date: _____

Final Inspection Passed: _____
Public Works Director/Designee

Date: _____

EXCAVATIONS; STREET CLOSINGS

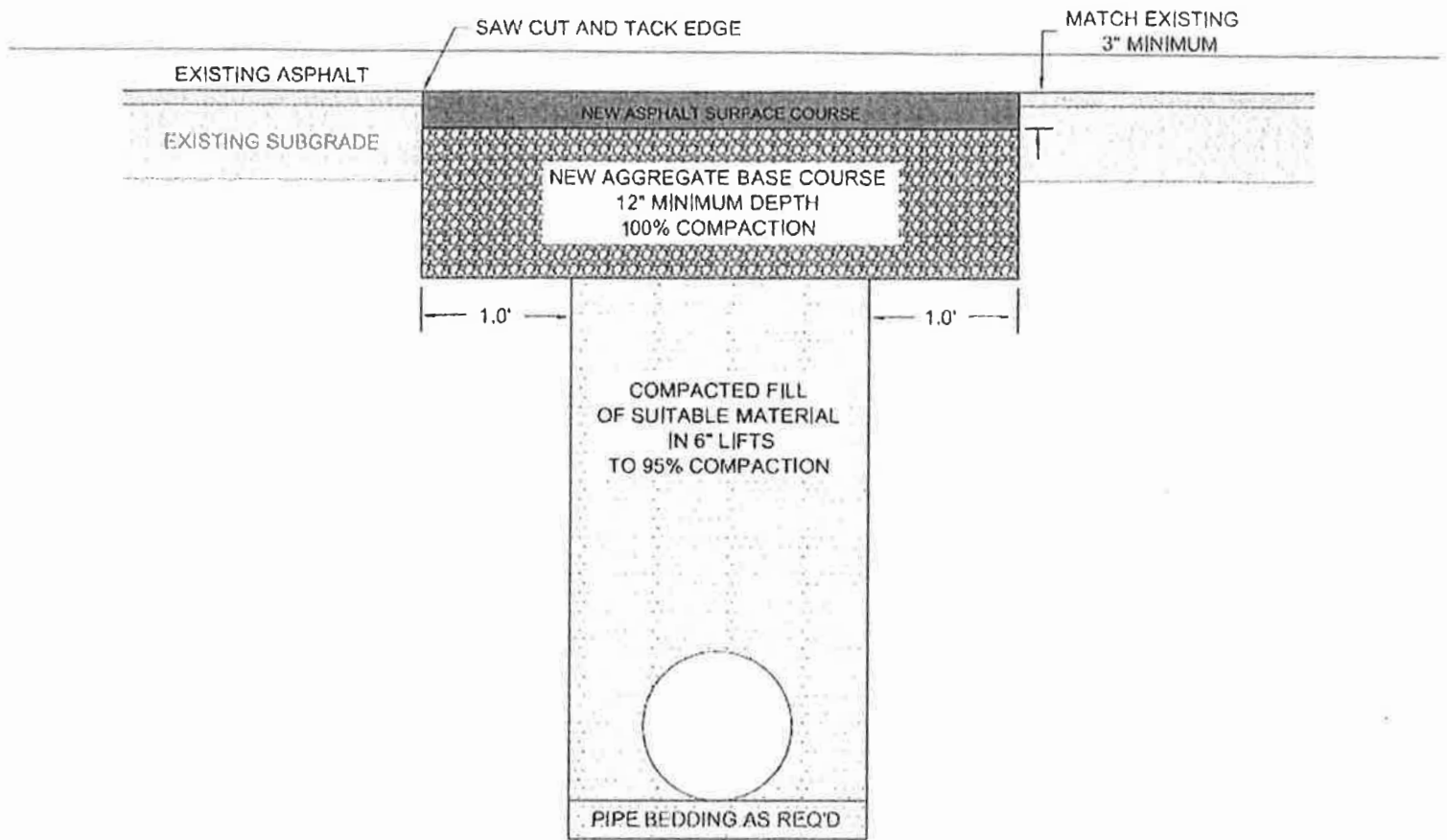
§ 98.20 PERMIT TO DIG IN STREETS.

(A) It shall be unlawful for any person or the agent or employee of any such person to make or cause to be made any hole, ditch or excavation of any nature, regardless of purpose, in, on, across, over or under any street, sidewalk or alley, whether paved or unpaved, within the city without first obtaining a permit to do so from the Director of Public Works.

(B) If any person obtains a permit from the Director of Public Works to make a hole, ditch or excavation in, on, across, over or under any street, sidewalk or alley, it shall be the duty of such person to perform the work in a careful, safe and workmanlike manner, and to repair any damage done and to restore the street, sidewalk or alley to the same condition it was before such hole, ditch or excavation was made, and to maintain and keep the same in a good and safe condition for a period of 12 months thereafter. ('75 Code, § 20-4) *Penalty, see § 10.99*

Section 151-213 Entrance to Street.

- (a) All driveway entrances and other openings onto streets within the city's planning jurisdiction shall be constructed so that:
- (1) Vehicles can enter and exit from the lot in question without posing any substantial danger to themselves, pedestrians, or vehicles traveling in abutting streets; and
 - (2) Interference with the free and convenient flow of traffic in abutting or surrounding streets is minimized.
- (b) As provided in G.S. 136-93, no person may construct any driveway entrance or other opening onto a state-maintained street except in accordance with a permit issued by the North Carolina Department of Transportation. Issuance of this permit is Prima facie evidence of compliance with the standard set forth in subsection (a).
- (c) All driveway entrances and other openings into city-maintained streets shall, at a minimum, conform to the requirements set forth in the N.C. Department of Transportation's Policy on Street and Driveway Access (1987 edition). If driveway entrances and other openings onto city-maintained streets are constructed in accordance with the foregoing specifications with the standard set forth in subsection (a).
- (d) For purposes of this section, the term "prima facie evidence" means that the permit-issuing authority may (but is not required to) conclude from this evidence alone that the proposed development complies with the subsection (a).

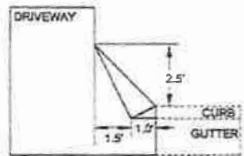
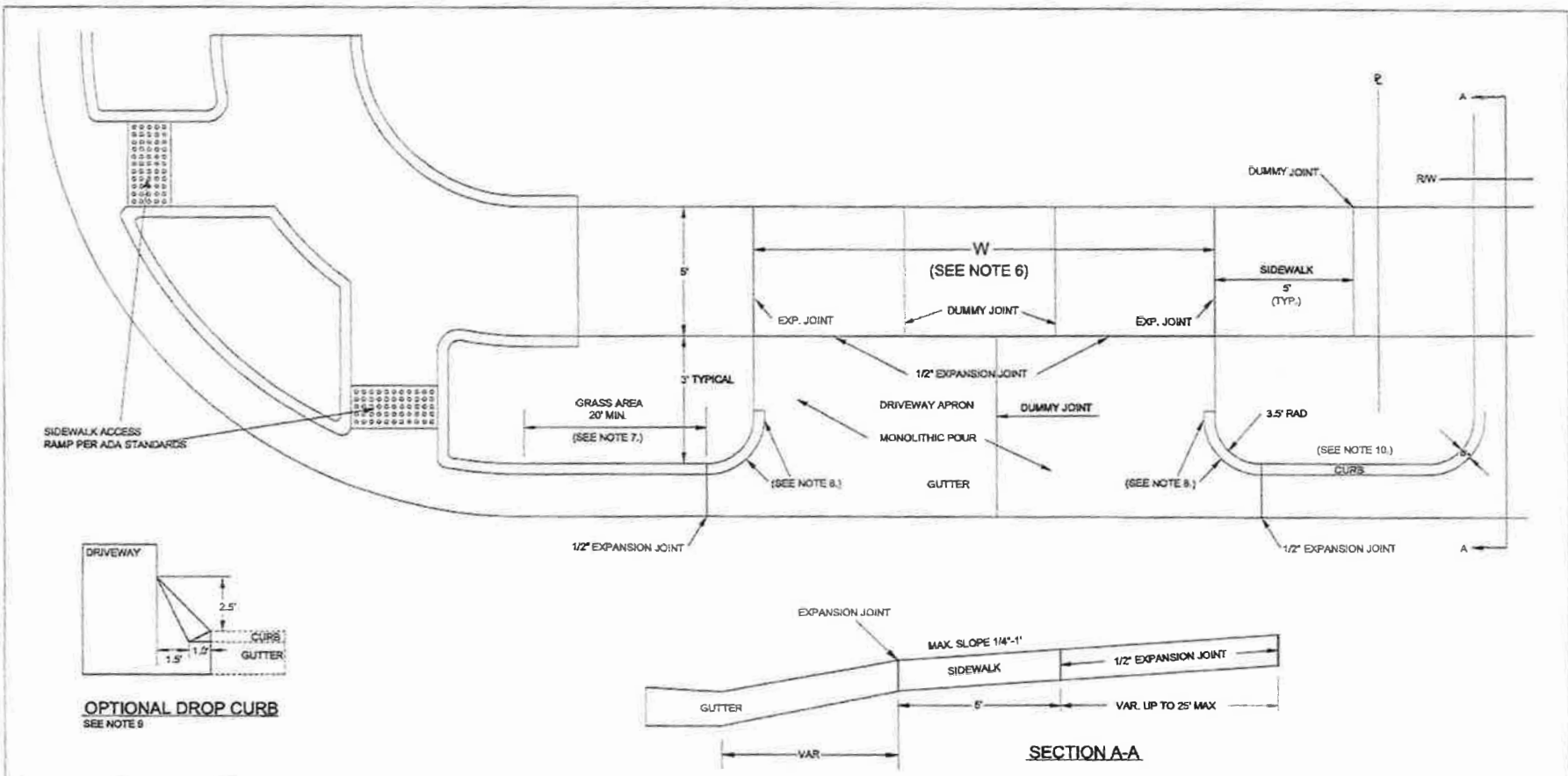


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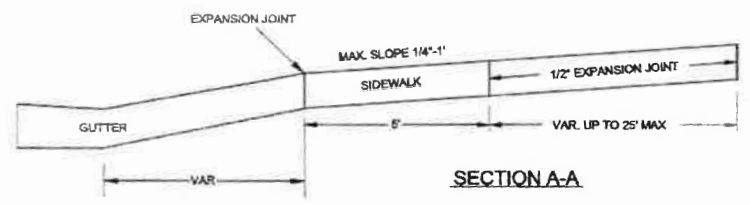
1. SUITABLE FILL MATERIAL SHALL BE A UNIFORM SOIL THAT IS FREE OF DEBRIS, GARBAGE, EXCESSIVE MOISTURE AND ORGANICS.
2. IN AREAS WHERE THERE IS LESS THAN 2.0' BETWEEN THE ASPHALT SURFACE COURSE OF MULTIPLE PATCHES (NEW OR EXISTING), THE NEW ASPHALT SURFACE COURSE SHALL EXTEND TO THE ADJACENT PATCH.
3. RESURFACING OF THE ENTIRE PROJECT AREA MAY BE REQUIRED FOR MULTIPLE CUTS THAT ARE IN CLOSE PROXIMITY. THE RESURFACING REQUIREMENT WILL BE DETERMINED BY THE CITY ON A CASE-BY-CASE BASIS.
4. OPEN TRENCHES SHALL BE BACKFILLED DAILY.
5. ASPHALT MIX SHALL MATCH EXISTING, IF KNOWN. IF UNKNOWN, PROVIDE SF-9.5A SURFACE MIX.
6. THE ASPHALT SURFACE COURSE SHALL BE INSTALLED WITHIN TEN WORKING DAYS OF COMPLETION OF TRENCH BACKFILL OPERATIONS.

ASPHALT STREET CUT REPAIR DETAIL

NTS



OPTIONAL DROP CURB
SEE NOTE 9

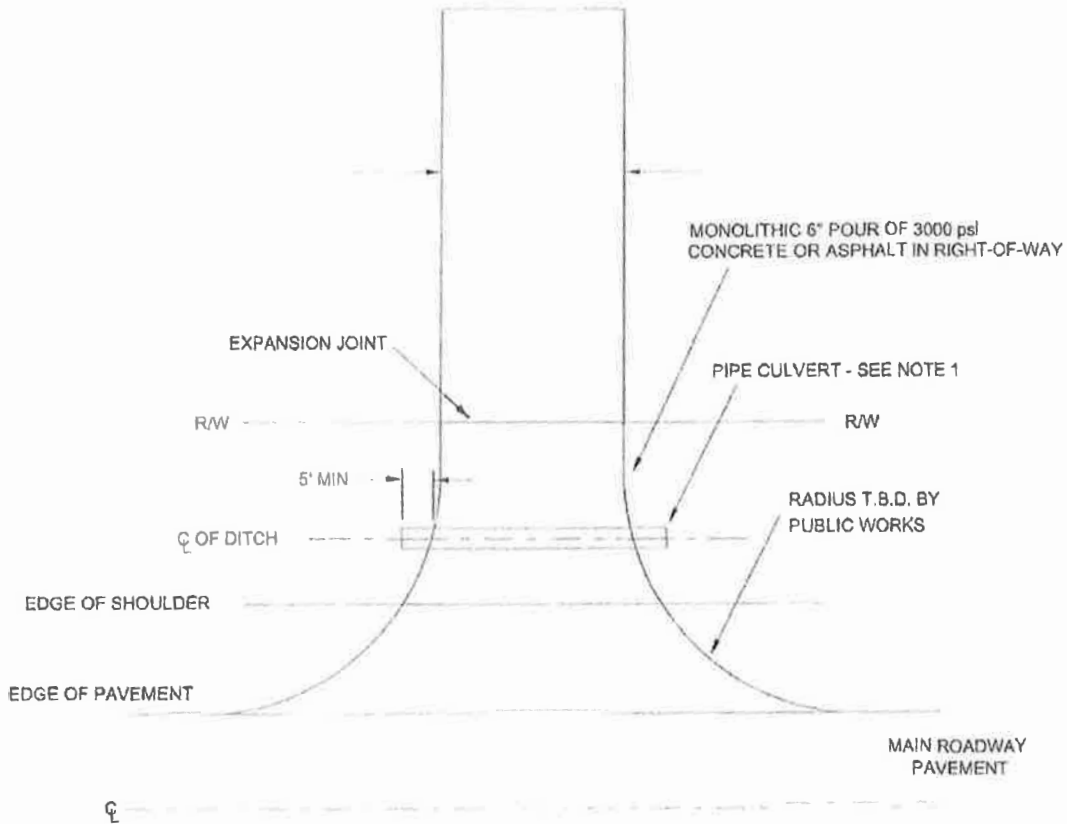


SECTION A-A

NOTES:

1. PROPOSED DEVIATIONS FROM THE REQUIREMENTS OF THIS DETAIL MUST BE APPROVED BY THE PUBLIC WORKS DIRECTOR PRIOR TO CONSTRUCTION.
2. THE ENTIRE CURB AND GUTTER SHALL BE REMOVED AND THE DRIVEWAY SHALL BE A MONOLITHIC POUR USING 3000 PSI MIN, 4" SLUMP MAX. CONCRETE.
3. EXPANSION MATERIAL SHALL EXTEND THE FULL DEPTH OF THE CONCRETE. 1/2" EXPANSION JOINTS ALONG SIDEWALK SHALL BE LOCATED AT NOT MORE THAN 40' INTERVALS & DUMMY CONSTRUCTION JOINTS AT 5' INTERVALS. DUMMY JOINTS SHALL BE AT LEAST 1/3 THE SLAB THICKNESS IN DEPTH.
4. SLOPE ON UNPAVED AREAS BETWEEN BACK OF CURB & SIDEWALK SHALL BE 1/4" PER FT.
5. NO EXPOSED AGGREGATE OR OTHER SPECIAL SURFACE TREATMENTS IN ROW.
6. W-DIMENSION AS SHOWN ON PLAN VIEW SHALL BE AS FOLLOWS:
10' MINIMUM - 30' MAXIMUM FOR RESIDENTIAL DRIVEWAYS
36' MAXIMUM FOR COMMERCIAL DRIVEWAYS
7. THE DISTANCE FROM THE END OF A STREET CURB RADIUS TO THE BEGINNING OF THE DRIVEWAY RADIUS SHOULD BE MINIMUM OF 20 FT.
8. CURB RADIUS TO BE DISSIPATED BETWEEN LIMITS NOTED ABOVE.
9. A DROP CURB TYPE FLARE MAY BE USED IN PLACE OF THE RADIUS.
10. 7' MIN. BETWEEN DRIVEWAYS ON ADJACENT LOTS.
45' MIN. BETWEEN DRIVEWAYS ON SAME LOT.
11. NO RADIUS ENCROACHMENT SHALL BE ALLOWED ACROSS AN ADJOINING PROP. FRONTAGE. THIS IS DETERMINED BY EXTENDING A LINE FROM THE PROPERTY CORNER PERPENDICULAR TO THE ROW TO THE CURB AND GUTTER LOCATION.
12. ALL CONCRETE MUST BE POURED ON SAME DAY AS INSPECTION OR RE-INSPECTION IS REQUIRED.

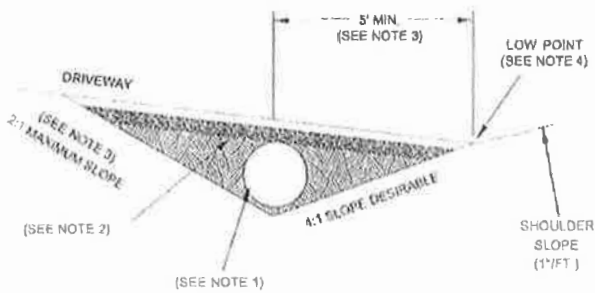
<p style="text-align: center;">CITY OF ROANOKE RAPIDS PUBLIC WORKS DEPARTMENT</p>		REVISIONS	DATE: 07/20/2017
		DRIVEWAY AND SIDEWALK DETAIL	NOT TO SCALE
<p style="text-align: center;">SHEET 1 OF 2</p>			



NOTES:

1. PIPE TO BE RCP OR HDPE AND SIZED TO CARRY THE DESIGN FLOW OF THE DITCH FOR A 10-YEAR, 24-HOUR STORM EVENT; THE MINIMUM ACCEPTABLE PIPE SIZE IS 15" IF THE DESIGN FLOW WOULD REQUIRE A SMALLER PIPE.
2. 12" MINIMUM COVER OVER PIPE MEASURED FROM TOP OF PAVEMENT.
3. STEEPER SLOPES CAN BE ALLOWED WHERE SPECIAL STABILIZATION IS PROVIDED IN ACCORDANCE WITH EROSION AND SEDIMENTATION CONTROL ORDINANCE.
4. USE 5' VERTICAL CURVE FOR TRANSITION.
5. NO EXPOSED AGGREGATE OR OTHER SPECIAL SURFACE TREATMENTS IN RIGHT OF WAY

WITH UNPAVED ROADSIDE DITCH



**CITY OF ROANOKE RAPIDS
PUBLIC WORKS DEPARTMENT**

REVISIONS	DATE: 7/20/17	NOT TO SCALE
RESIDENTIAL DRIVEWAY INSTALLATION ON NON CURB & GUTTERED STREETS		