



DEVELOPMENT SERVICES DEPARTMENT
Right of Way Permitting
RIGHT OF WAY USE PERMIT APPLICATION

**RIGHT OF WAY
USE PERMIT NO.**

For Hillsborough County Office Use Only Maintenance Service Unit

Fee Charged \$_____ | Fee Paid \$_____ | Paid Date ___ / ___ / ___ | Paid by: ___Cash ___Check ___Credit Card

Contractor/Organization:	Contact Name:	Date:
Contractor Working For:		Their Phone No.
Address:		Phone: Fax:
24-hour Emergency Contact Name:		24-hour Phone No.

Check preferred method of permit approval notification: Phone Fax E-mail:

Name of Road	Section	Township	Range
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Location of Work:
Between _____ and _____

For the construction and maintenance of:

Will the proposed utility installation be within the limits of a proposed County project? Yes No
 If yes, what type? Road Improvement Water/ Wastewater Improvement Storm Water Scenic Corridor
 Intersection Improvement Other _____

County Project CIP# _____
 Will the proposed facility be dedicated to the County? Yes No
 Will the proposed facility qualify as a Supplemental Large Facility (Hillsborough County Ordinance No. 03-09)? Yes No
 Will the proposed facility require a road or lane closure? Yes No (If yes, Temporary Traffic Control Permit is required)
 Is Proof of Insurance attached? Yes No
 Is your company certified? Yes No Certification # _____
 (Certification of communication services in the State of Florida required)

Contractor(s) who will be performing work: _____ License#(s) _____

I have read and understand and agree to the terms on the second page.

CIP ONLY : PM Signature X _____ **Signature of Permittee** X _____
PM (Print) X _____

For Hillsborough County Office Use Only

Hillsborough County Approval: This form shall, upon appropriate county signatures or separate approval letter, become the permit. All work performed under this permit shall be done in accordance with ordinance 92-22 and the Utility Accommodation Guide.

APPROVED BY: _____ DATE: _____

Permit Closure Section – to be completed by Permittee upon Completion of Work

Permittee certifies work has been completed in accordance to the permit.

Submitted by (Signature & Title): _____ Date: _____

Owner (if required): _____ Date: _____

I, the undersigned, do hereby attest that the construction approved by the subject Permit was installed in accordance with the permit requirements and in accordance with the County's Utility Accommodation Guide and Rights of Way Use Procedures and that all changes have been noted in the Record Drawings (as-builts) submitted.

Signed by (Signature & Title): _____ Date: _____

For Hillsborough County Office Use Only

Accepted by (Title & Department): _____ Date: _____

- Please email this form* to ROWPermits@Hillsboroughcounty.org
 - To pay by credit card, please use AUTHORIZATION FOR PAYMENT BY CREDIT CARD form*.
 - If faxing this form, please fax ONLY to (813) 307-4443.
- * Form is available online through "Permits & Forms".



DEVELOPMENT SERVICES DEPARTMENT
Right Of Way Permitting
601 E. Kennedy Blvd; 19TH Floor • Tampa, FL 33602
Phone (813) 274-6500 Fax (813) 307-4443

**RIGHT OF WAY
 USE PERMIT NO.**

All work performed under this permit shall be done in accordance with Hillsborough County Ordinance 92-22 and the Utility Accommodation Guide. Approval is subject to the following:

1. The applicant certifies that prior to filing this application, said applicant has ascertained the location of all existing utilities, both aerial and underground, and the accurate locations are shown on the plans. The applicant further certifies that each utility company, public and private, within the rights of way has been contacted and a copy of their response is attached as part of this permit application.
2. The construction and maintenance of such utility shall not interfere with the property and rights of a prior occupant.
3. All work shall comply with the standards approved by the County Engineer of Hillsborough County, Florida and shall be under the supervision of said County Engineer or representative.
4. All materials and equipment shall be subject to inspection by said County Engineer or representative.
5. All construction shall be performed in a manner meeting the approval of the County Engineer of Hillsborough County and to Safety Standards as prescribed by the Manual on Uniform Traffic Control Devices. Hillsborough County shall be relieved of all responsibility for damage of any nature arising from the issuance of this permit.
6. It is understood and agreed that the rights and privileges set forth herein are granted to the extent of the County's right, title, and interest in the land to be entered upon and used by the PERMITTEE. The PERMITTEE will, at all times, assume all risk of and shall indemnify, defend, and hold harmless the County, from and against all loss, damage, cost, or expense arising in any manner from the exercise or attempted exercise by said PERMITTEE of the aforesaid rights and privileges.
7. All Hillsborough County property and/or rights of way shall be restored to original condition as far as practicable and shall meet the approval of the County Engineer or representative.
8. All overhead installations shall conform to clearance standards of the Florida Department of Transportation (FDOT), and all underground crossing installations shall be installed at a minimum depth of thirty-six (36) inches below the pavement and at least thirty (30) inches below ditch grade. Cable TV and communication lines shall be installed a minimum of twenty-four (24) inches below existing grade. Variations and exceptions may be made in special cases by authority from the County Engineer or representative.
9. The attached sketch or sets of plans covering details of this installation shall be made a part of this permit.
10. It is expressly stipulated that this permit is a license for permissive use only and that the placing of facilities upon public property pursuant to this permit shall not operate to create or to vest any property rights in said permit holder.
11. Whenever necessary for the construction, repair, improvement, alteration, or relocation of all, or any portion of, a County facility as determined by the County Engineer, any or all poles, wires, pipes, cables, or other facilities or appurtenances authorized hereunder, shall be removed from said rights of way, or reset or relocated thereon as required by the County Engineer and shall be done at the expense of the permit holder.
12. It is agreed that in the event of relocation of said utility facilities scheduled to be done simultaneously with a County improvement project, the PERMITTEE shall coordinate with the County before proceeding, shall cooperate with the County's contractor to arrange the sequence of work so as not to unnecessarily delay the work of the County's contractor, shall defend any legal claims of the County's contractor due to delays caused by the PERMITTEE's failure to comply with the approved schedule, and shall comply with all provisions of the law and Rule 14-46, Florida Administrative Code. The PERMITTEE shall not be responsible for delays beyond its normal control.
13. The County shall be notified forty-eight (48) hours prior to starting work and again immediately upon completion of work.
14. Notify Sunshine One Call at 1-800-432-4770 forty-eight (48) hours prior to starting construction.
15. Approved ROW Use permits shall be in effect for a period of one year from the date of approval. Approved access (driveway) permits shall be in effect for 180 days. Permitted work must commence within 90 days of permit issuance. Extensions may be granted through written request only.
16. Execute and return a copy of this Permit with the Permit Closure Section completed. Return Record drawings to the County stating that the job is completed in accordance with the permit and that all changes have been noted in the Record drawings.
17. In the event that the PERMITTEE violates any provision contained herein and/or fails to promptly correct such violation within five (5) days of notice from the County, this permit may be terminated by Hillsborough County.
18. PERMITTEE is responsible for providing an emergency contact person and phone number for 24 hours a day, 7 days a week. Inability to make contact in the event of an emergency may result in penalties such as suspension, revocation of permit, and/or back charge as a result of damages or fines.
19. The PERMITTEE is responsible for ensuring that all work is done in compliance with the Americans with Disabilities Act.

Please read and understand the above. Sign your agreement on page one then initial and date here:

INITIAL: X _____ DATE: _____