



## Right-of-Way Construction / Use Permit Application

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

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Complete this section if different from above

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

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### Contractor / Installer

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

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**The Permit is requested to:** (circle all that apply)

Construct   Repair   Widen   Replace   Plant   Place   Install   Mill curb   Other

If Other Explain: \_\_\_\_\_

**For:** (circle all that apply)

Driveway   Sidewalk   Underground Sprinkler System   Mailbox   Culvert   Brick Ornamental  
Ornamental   Flower Garden   Shrubs   Trees   Lighting   Other

If Other Explain: \_\_\_\_\_

**If permit is to mill curb for driveway will driveway be paved?**   Yes   No

**Is water service stop box location in area of use?**   Yes   No   Unknown

(Note: See page two, line 8 concerning locationg utilities)

**Brief description of the proposed project:**

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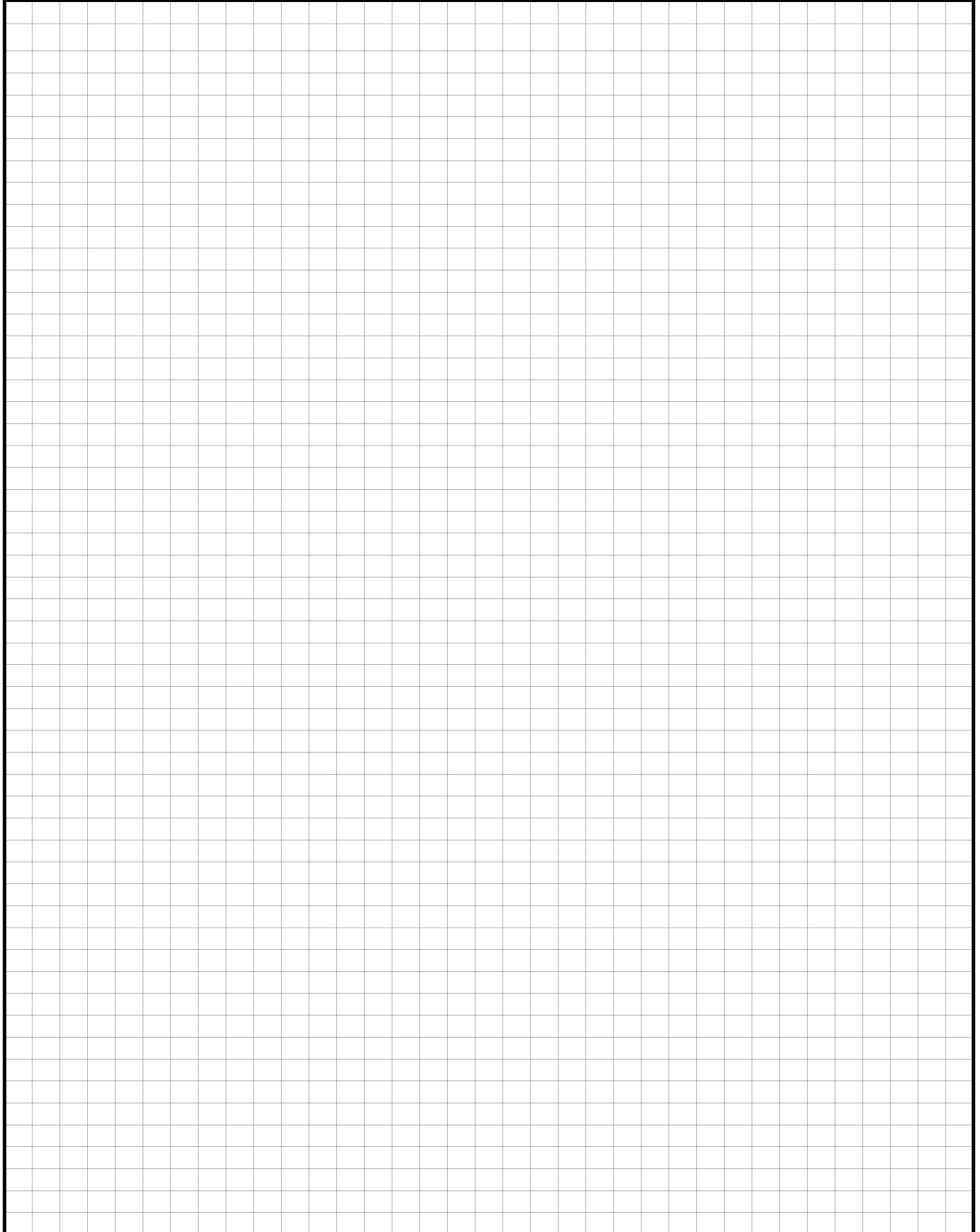
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**Draw a brief sketch on the next page of the project area.**

**Draw a brief sketch of the project area.**

A large rectangular area filled with a fine grid of small squares, intended for drawing a sketch of the project area.

The City will not repair or pay for any repairs or damage done to any underground water sprinkler system, mailbox or other obstruction located in a right-of-way which may be damaged by the City while engaged in municipal in municipal operations. The placement of trees, shrubs, underground sprinkler systems, and other obstructions shall be in compliance with Subdivision Regulation Section 509 and Ordinance No. 712 of the Aurora City Code. See the last page for Ordinance No. 712 and Section 509 of the Subdivision Regulations.

**Construction must be as listed below:**

Curb openings for both single and double driveways in existing pavement shall be milled out, not saw cut.

All driveways shall have one (1) inch bituminous asphalt composite expansion joint the full depth of the concrete between the backside of the curb opening and driveway and shall have one half (1/2) inch bituminous asphalt composite expansion joint the full depth of the concrete between the driveway and the sidewalk or, at the right-of-way property line.

All sidewalks shall be concrete with the minimum cement content of six (6) sacks of cement per cubic yard of concrete.

The width of all the sidewalks shall be consistent to sidewalks existing within the area requested.

Sidewalk thickness shall not be less than four (4) inches except across driveways the thickness shall be adequate to handle heavier loads as anticipated. The thickness and the content shall be increased to handle the expected loads.

There shall be one half (1/2) inch of bituminous asphalt composite expansion joint the full depth of the concrete between the backside of the curb opening and one half (1/2) inch expansion joint the full depth of the concrete at the property line of the right-of-way or at the first break in the sidewalk.

All public sidewalk curb openings must be milled out, not saw cut to be handicap accessible and meet all ADA specifications.

A check for location of under ground utilities of the area where the project/planting is to be located must be made (Call Diggers Hotline of Nebraska at 1-800-331-5666). If the area where the driveway/sidewalk is to be installed contains a water service stop box, you will be contacted by the City of Aurora Utility Superintendent. Procedures to protect the water service will be explained to you if this should occur.  
**(Note: Water service cannot be moved)**

**Prior to the pouring of any concrete around, water service valves, manholes, in or next to a City street a visual inspection of the construction area must be made by both the City of Aurora Utility Superintendent and Street Superintendent or their designee.**

**Inspections will be made Monday through Friday except Holidays, the first thing in the morning and the first thing in the afternoon. Call the City Hall Office for inspection requests at 402-694-6992.**

**Any exception of inspection must be requested at the time of receipt of the approved permit.**

**No last minute requests will be accepted.**

**For MORNING Inspections - Requests must be received the previous day.**

**For AFTERNOON Inspections - Requests must be received prior to 12:00 noon that day.**



Public Works Division

Right-of-Way Construction / Use Permit Application

Today's date: \_\_\_\_\_ Estimated date of completion: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_

Note: Filing a permit does not grant permission to begin any project, a permit must first be approved and signed below by the proper officials and a signed copy be in your possession prior to any construction project and/or activity beginning in public right-of-way. Allow two full business days after application has been submitted for the pickup of a copy of the application.

Do you want permit mailed to you? Yes No

Section to be completed by Inspector

Name of Inspector: \_\_\_\_\_

Date of Inspection: \_\_\_\_\_

Permit Approved: Yes No Approved with any condition(s): Yes No

Reason if not approved:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Conditions or Stipulations of approval:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of issue: \_\_\_\_\_ Date of expiration: \_\_\_\_\_  
(if stipulated) (if stipulated)

\_\_\_\_\_  
Zoning Administrator / Utility Superintendent Date: \_\_\_\_\_

\_\_\_\_\_  
Street Superintendent Date: \_\_\_\_\_

Permit Number: \_\_\_\_\_

A signed copy of the completed permit application was picked up by applicant on: \_\_\_\_\_

A signed copy of the completed permit application mailed to applicant on: \_\_\_\_\_

**SECTION 509 STREET INTERSECTION VISIBILITY**

On any corner lot in any zoning district, except the C -1, Central Business District, no building, fence, wall, structure or other obstruction shall be placed or maintained between a height of three and one-half (3 ½) feet and eight (8) feet above the centerline elevations of each of the intersecting streets within the triangular area formed by the intersecting street right-of-way lines and a line connecting points on said right-of-way line which is twenty five (25) feet from the intersection of said right-of-way lines. For streets classified as local streets where the existing right-of-way width is more than sixty (60) feet, the street intersection visibility triangle shall be calculated using an assumed right-of-way width of sixty (60) feet. The street centerline elevations shall be taken at points on the centerline of the streets which are perpendicular to points on the street rights-of-way lines which are twenty five (25) feet back from the intersection of said street right-of-way lines.

**95.02 PLACEMENT OF TREES, UNDERGROUND WATER SPRINKLERS AND OTHER OBSTRUCTIONS AND RESPONSIBILITY FOR REPAIRS OR DAMAGES.**

Pursuant to the statutes of the State of Nebraska, including Neb. RS 17-555, it shall be unlawful for any person to:

(A) Plant, or allow to grow, any tree or shrub within a street right-of-way without first making a written or verbal application and receiving a written permit from the Street Commissioner to do so. Any tree or shrub otherwise planted and growing hereafter or any other obstruction within a right-of-way may be declared a nuisance by the Mayor and Council and ordered to be removed. Upon failure of the owner to remove the nuisance, the city may cause the removal at the owner's expense; and

(B) Underground sprinklers or mailboxes may be located in the street right-of-way subject to the following conditions. The city will not repair or pay for any repairs or damage done to any underground water sprinklers or mailboxes or other obstructions located in a right-of-way which may be damaged by the city while engaged in municipal operations.

(1998 Code, § 8-102) (Ord. 712, passed 8-24-1999) Penalty, see § 95.99