

ENGINEERING APPLICATION'S FACTS

APPLICATION TYPE	DESCRIPTION	ITEMS NEEDED TO SUBMIT A COMPLETE APPLICATION	PROCESS
<p>WORK IN PUBLIC RIGHT-OF-WAY</p> <p>NOTICE OF PARTIAL CLOSURE OF STREETS</p>	<p><i>A work in the Public Right-of-Way permit is required for any work to be performed in the public right-of-way. <u>On most streets, the public right-of-way extends approximately 10 feet back from curb and gutter.</u> Examples of work requiring a public Right-of-way permit include, but are not limited to, trenching in the street for a new utility or repair and/or replacement, replacement of sidewalk, installation of a drain through the curb, adding a snowmelt system, construction or widening of driveway approach, and dumpsters and/or portable outdoor storage units.</i></p> <p><i>A Partial Street Closure Permit may also be required as part of the permit.</i></p>	<p>1) Applicant should allow 2 working days for permit processing;</p> <p>2) Provide a \$200 Permit Fee;</p> <p>3) Provide a Guarantee Fee of \$2000 which is refundable one year after final completion and inspection;</p> <p>4) Provide Proof of Insurance;</p> <p>5) Provide proof of Contractor's License.</p>	<p><i>After applicant has COMPLETED the application (full-filled the requirement portion of the application) and returns it to the City Engineer's office, the City Engineer will review the application. The City Engineer will then forward the Partial Street Closure Permit (if applicable) application to the Building Dept. for review. Applicant will then be notified via email, unless other arrangements are made, if the permit has been approved.</i></p>
<p>ENCROACHMENT PERMIT SNOWMELT SYSTEM IN CITY RIGHT OF WAY</p>	<p><i>Install a Snowmelt System in Driveway.</i></p> <p><i><u>Installing a Snowmelt System will also require the completion of a Right-Of-Way Permit.</u></i></p>	<p>Applicant must attach;</p> <p>1) A current Title Report;</p> <p>2) A scaled drawing;</p> <p>3) The owner of the property must sign the application and have their signature notarized. The signature must match the owner listed on the Title Report.</p>	<p><i>After applicant has completed the application the applicant will return the COMPLETED Encroachment application to the City Engineer for approval. The City Engineer's office will then mail the Encroachment Permit to the County for Recording. Applicant can hand deliver the approved Encroachment Permit to the County located in Coalville, Utah if desired. The applicant will be required to pay the County's fee.</i></p>
<p>ENCROACHMENT PERMIT</p>	<p><i>Build, maintain, and use certain improvements within City property and right-of-way (see Public Right-of-Way Permit for examples).</i></p> <p><i><u>Encroachment Permit will also require a Public Right-of-Way Permit.</u></i></p>	<p>Applicant must attach;</p> <p>1) A current Title Report;</p> <p>2) A scaled drawing;</p> <p>3) The owner of the property must sign the application and have their signature notarized. The owner's signature must match the owner listed on the Title Report.</p>	<p><i>After applicant has COMPLETED the application the applicant will return the Encroachment application to the City Engineer for approval. The City Engineer's office will then mail the Encroachment Permit to the County for Recording. Applicant can hand deliver the approved Encroachment Permit to the County located in Coalville, Utah if desired. The applicant will be required to pay the County's fee.</i></p>