



The City of Urbana | Engineering Department
205 South Main Street, Urbana, Ohio 43078 | (937) 652-4345 | www.urbanaohio.com

Public Right-of-Way Work Permit

Permit #: _____ Fee: \$50 ☐ Paid

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED. Submittal of an application does not constitute acceptance for processing until the Engineering Division reviews the application for accuracy and completeness.

General Information

Property Address: _____

Owner of Property: _____ Phone: _____

Email: _____ Fax: _____

Project Contact (Architect, Engineer, Planner, Contractor, etc.)

Name of Contractor: _____

Address: _____ Phone: _____

Email: _____ Fax: _____

Applicant(s) (if different than owner)

Name: _____

Address: _____ Phone: _____

Email: _____ Fax: _____

Proposed Work

- | | | | |
|---------------------------------------|--|---|---|
| ☐ Sidewalk | ☐ Roadway | ☐ Replacement | ☐ Drive approach |
| ☐ Excavation | ☐ Curb and gutter | ☐ New construction | |
| ☐ Other: _____ | | | |

Description of proposed work:

Applicant's Affidavit

The undersigned hereby applies for a permit to alter or construct a sidewalk, curb & gutter, drive approach, roadway cut or other excavation within the right-of-way herein located and described. The undersigned states that he/she is well informed on the Planning and Zoning Code of the City of Urbana Chapter 1167 Construction Standards and Drawings and guarantees that all work and material will meet or exceed the minimum requirements of that Code. He/she certifies that the information contained herein including attachments is correct to the best of his/her knowledge. The undersigned understands that knowingly falsifying this information may be grounds for the denial or revoking of this application and subsequent approval thereof. He/she also understands that if a permit is issued, it shall remain in force for six calendar months. By signing below, the applicant hereby agrees that the contractor shall guarantee the work for a two-year warranty period. If the work fails during the warranty period, the City may repair the faulty work and bill the contractor per Standard 1167.16 with notice to the owner. The owner's taxes shall be assessed after 30 days nonpayment.

Signature of Applicant: _____ Date: _____

Office Use Only

Date Filed: _____

Application Fee Paid on _____

This application is

☐ Approved

☐ Denied

☐ Cash ☐ Debit/Credit Card

☐ Check # _____

Approved by: _____ Date: _____