



100 Theodore Drive • Oswego, IL. 60543 • (630) 554-3242 • Fax: (630) 554-8752

Website: <http://www.oswego-il.org>

Email: utilitypermits@oswego-il.org

RECEIVED _____

ENTERED _____

APPROVED _____

CONTRACTOR REG. _____

COMPLETE _____

Right-of-Way Permit Application

Permit No. _____

UTILITY COMPANY INFORMATION	Name _____
	Address _____
	City _____ State _____ Zip _____
	Contact Name _____ Title _____
	24/7 Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____
	Address _____
	City _____ State _____ Zip _____
	Field Contact Name _____ Title _____
	24/7 Phone No. _____ Email _____

PROJECT INFORMATION	Description of Project: (attach detailed drawing(s) for review and approval).
	Project Location: _____
	Project Intent: _____
	Description of Construction: _____
	Materials to be used: _____
	Approximate Construction Cost (including labor): \$ _____
	Additional Information: _____

*Minimum surety (bond or letter of credit): \$25,000.00. A certificate of Insurance listing the Village and Staff as additional insureds is required.

**Note: Applicant to abide by the attached "Utility Permit Provisions" as a condition to the issuance of this permit.

Certificate:

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required during construction, which require Public Works Department approval.

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____



Village of Oswego Utility Permit Provisions

1. J.U.L.I.E. must be contacted at least 72 hours before work begins. The Permittee is responsible for locating all underground utilities within the Village right-of-way.
2. Upon approval of the utility permit request, the contractor must contact the Village of Oswego Public Works Department at (630) 554-3242 a minimum of 48 hours in advance to schedule an on-site meeting. J.U.L.I.E. locates must remain visible. These provisions, along with existing field conditions, will be reviewed with the contractor for the proposed installation. The approved permit must always remain on site with the contractor while work is ongoing.
3. The Village does not allow utility installations (borings, augers, open trenches) on weekends or Village observed holidays when Village staff is unavailable for inspections or emergency response.
4. Traffic control must be established before beginning work and must meet or exceed IDOT standards.
5. The Village does not allow new above-ground structures or new poles, unless explicitly shown on the permit plans and approved by Village of Oswego staff prior to installation.
6. Construction materials shall not be stored on the road or parkway at any time during construction. All debris shall be removed from the right-of-way at the end of each workday. Violations will result in a \$750 fine per day for each day the violation occurs.
7. No open cutting or potholing of any Village street or paved surface within the right-of-way will be allowed without prior permission from the Village. Auger or bore pits must be set back at least 10 feet from the roadway shoulder or curb. Excavations may not remain open for more than 24 hours without being backfilled or plated.
8. Restoration of ALL disturbed areas shall be completed within one (1) month of initial excavation (weather permitting). If not, the Public Works Department may complete the restoration and back bill the Permittee. All disturbed grass areas shall be restored with a minimum of 6" topsoil, Class 2A seed, fertilizer nutrients, and an erosion control blanket. The utility must provide a restoration schedule for Village approval.
9. ANY deviation from the approved plans requires prior written approval from the Village. Unauthorized deviations from these provisions will result in a work stoppage. The utility is responsible for ensuring that its subcontractors adhere to these provisions.
10. Work within the Village of Oswego requires approval from all other applicable agencies (Federal, State, County, or Township) PRIOR to the issuance of a Village permit.
11. All utility work shall comply with the applicable requirements of the Kendall County Stormwater Management Ordinance.
12. If a utility's structures or equipment must be relocated, moved, adjusted, or removed from the Village right-of-way, it shall be done at the expense of the utility.
13. The utility and/or utility's contractor is responsible for maintaining proper utility depth during installation. Utilities crossing the street shall be installed perpendicular to the street. Curb/sidewalk protection is required when equipment crosses these areas.
14. The utility and/or utility's contractor is responsible for confirming that properly sized easements exist for the utility installation. Any intrusion outside the easement and onto private property must be removed and restored immediately, at the expense of the utility. Property owners must be notified at least 48 hours in advance if access is required, and they must be informed of the proposed work and pending restoration.
15. The contractor must obtain any necessary overweight/oversize truck permits.
16. All utility installations must maintain a minimum 5' horizontal separation from Village water mains and sanitary sewer mains.
17. All proposed and existing utility structures must be indicated on the permit plan. Any utility structures to be abandoned must be removed, and the area properly restored. The contractor must submit record drawings to the Village upon project completion.

These provisions have been reviewed and accepted by the contractor:

Contractor Signature

Date