

PUBLIC WORKS PERMIT

APPLICANT/AGENT shall provide the following information: (Please Print)

- Type of Application (Please check all that apply): Non-Residential Residential
- Driveway Access (Curb Cut) ROW Sidewalk ROW Use Site Development
 Sewer Storm ROW Franchise Utility Floodplain

1. _____
Job Address Lot/Parcel #

2. _____
Applicant Address Phone Email

Check if Applicant is Property Owner

3. _____
Property Owner (if different) Address Phone Email

4. _____
Contractor Address Phone Email

Contractor Only: _____ I certify I am registered with the CCB and my registration is in full force.
CCB# Contractor's Initials

Brief Description of Work: Attach additional pages and plans as necessary.

RIGHT OF WAY

- | | | |
|--|--|---|
| Improvements
<input type="checkbox"/> Driveway Approach
<input type="checkbox"/> Clearing/Grubbing
<input type="checkbox"/> Landscaping
<input type="checkbox"/> Sidewalk Repair
<input type="checkbox"/> Street Surfacing
<input type="checkbox"/> Other _____ | Structures
<input type="checkbox"/> Fence
<input type="checkbox"/> Monument
<input type="checkbox"/> Sign
<input type="checkbox"/> Structure
<input type="checkbox"/> Temporary Storage
<input type="checkbox"/> Wall
<input type="checkbox"/> Other _____ | ROW Use
<input type="checkbox"/> Heavy Hauling
<input type="checkbox"/> Transient Business
<input type="checkbox"/> Use for adjacent construction
<input type="checkbox"/> Utility Work (franchise)
<input type="checkbox"/> Utility Work (non-franchise)
<input type="checkbox"/> Other _____ |
|--|--|---|

Detailed Description

Include specific location, materials, size/dimensions and timeframe. An exhibit or site plan must be attached. Traffic control plan and corresponding public service announcement are required for work affecting pedestrians and/or motorists.

Sidewalk

Sidewalk Repair # of panels _____/Existing Sidewalk _____ ft

Curbcut

Number of curbcuts _____/Existing

Driveway

Current Driveway Width _____ft Current Driveway Length _____ft Current Access Surface _____

Proposed Driveway Width _____ft Proposed Driveway Length _____ft Proposed Access Surface _____

*****FORMS MUST BE INSPECTED BY CITY STAFF PRIOR TO CONCRETE BEING POURED.*****

Submitted with application: Traffic Control Plan Pedestrian Safety Plan

Heavy Hauling Additional Information

Bond and/or inspections may be required.

Hauler Address Phone Email

Truck Number License # Gross Weight Maximum Axle Load

Material Quantity

Expected Date and Time for Hauling

Detailed description of route, including origination and destination. Attach map with route highlighted.

Use of ROW is a temporary permit and is revocable upon demand by the Public Works Director.

Some or all of the following conditions may apply. Contact city staff for additional information or any questions.

- A. Prior to opening or change in use of an unimproved right of way, the City will notify adjacent property owner and provide a five (5) day comment period;
- B. Any changes to the proposal, including changes to schedule, requires prior approval by the City;
- C. Notify the City 48 hours in advance, except in case of an emergency, of construction-related street closures so that arrangements may be made with Emergency Services;
- D. The contractor is responsible to notify utilities prior to street cut and provide signing and traffic control. Contact One-Call Notification Center at 1-800-332-2344 or 811;
- E. If use is determined to be in violation of the permit issued, the permit may be revoked administratively and is subject to enforcement under CBMC 1.15 and 8.10;
- F. Finish treatment of surface shall be replaced in kind per City Standard detail, unless other approved. Prior to final inspection, compliance with CBMC 12.20.040 is required and restoration of the right of way must be to as good condition as existed before the work was undertaken; and
- G. A right of way declaration may be required for structures (fences, monuments, walls, etc.) in the right of way. This type of document must be recorded with the County and requires a recording fee, in the form of a check made out to the Coos County Clerk, to be paid by the applicant prior to issuance of permit.

SEWER

Proposed Activity: New Storm # _____ Sewer Connection # _____ Sewer Cap Sewer Repair

Will asphalt or concrete be cut? No Yes Owner-occupied No Yes

_____ Lineal feet of Asphalt Concrete _____ Lineal feet of Gravel Dirt to be disturbed.

****There is a city program for reimbursement opportunities for the asphalt and/or concrete work associated with lateral repair. Contact the Engineering department for more information on this program.****

- A. Trench finish treatment, replace in kind per City Standard Trench detail, unless other approved;
- B. Notify the City 48 hours in advance of construction related street closures for arrangements with the Fire and Police Departments. Project must have an approved traffic control plan prior to notification;
- C. Contractor is responsible to notify utilities prior to street cut & provide signing/traffic control. Contact One-Call Notification Center at 1-800-332-2344;
- D. If use is determined to be in violation of the permit issued, the permit may be revoked administratively;
- E. The sewer connection must be inspected and receive approval by the City of Coos Bay before the work can be covered. All inspections must be scheduled 24 hours in advance; and,
- F. Prior to final inspection, compliance with CBMC 12.20.040 is required and restoration of the right of way must be to as good condition as existed before the work was undertaken.
- G. Sewer Caps: The sewer shall be disconnected at the property line or as approved by the city. The sewer shall be plugged with a mechanical plug. No concrete grout or mortared plugs will be allowed.

****If the work is not inspected and approved by the City of Coos Bay, you will be required to re-excavate and provide access for the inspection. The Bond will be forfeited in the event this is not done.***

SITE DEVELOPMENT

- Excavation
- Grading
- Resurfacing
- Clearing/Grubbing
- Fill
- Paving
- Other _____

Detailed Description

Include specific location, materials, and size/dimensions. Attach additional page if needed.

Grading/Paving/Resurfacing

Material Type/Composition _____ Quantity _____

Excavation

Volume of Excavation _____ cubic yards Maximum Depth _____ feet/inches

Will all material be redistributed on the property? YES NO

If no, site receiving excavated material _____

Route to site receiving excavated material. *Attach map if needed.* _____

A heavy haul permit may be required, including a bond listing the City of Coos Bay as the recipient.

Fill

Volume of Fill _____ cubic yards Maximum Depth _____ feet/inches

Any fill over 12" in depth requires a Geotechnical Engineering report prior to approval of permit application

Type of Fill _____

Start Date _____ Expected Completion Date _____

Site providing fill material _____

Route from site providing excavated material. *Attach map if needed.* _____

A heavy haul permit may be required, including a bond listing the City of Coos Bay as the recipient.

EXCAVATION, GRADING, AND FILL REQUIREMENTS

The following conditions must be adhered to.

CONDITIONS:

Each application for a grading permit shall be accompanied by a plan in sufficient clarity to indicate the nature and extent of the work.

1. Any proposed change in the approved plans for the excavation and fill must be reviewed and approved by the Public Works and Development Department prior to implementation.
2. Fill slopes shall not exceed two feet horizontal to one foot vertical (2:1) unless approved by a qualified Oregon licensed geotechnical engineer or (depending upon the nature of the project) a certified engineering geologist. The toe of fill slopes shall be set back from property boundaries at least one-half the height of the fill with a minimum of two feet and a maximum of 20 feet. Where a fill slope is to be located near the property boundary, precautions shall be taken to protect the adjoining property from damage as a result of such grading. These precautions may include but are not limited to:
(a) Additional setbacks. (b) Provision for retaining or slough walls. (c) Mechanical or chemical treatment of the fill slope surface to minimize erosion. (d) Provisions for the control of runoff.
3. Cut slopes shall be no steeper than two feet horizontal to one foot vertical (2:1) unless a geological study prepared by an Oregon licensed geotechnical engineer or (depending upon the nature of the project) a certified engineering geologist is submitted which justifies that a steeper slope can be safely constructed and will not create a hazard to adjoining public or private property. The top of cut slopes shall not be made nearer to a site boundary line than one-fifth the height of cut, with a minimum of two feet and a maximum of 10 feet.
4. Surface vegetation and topsoil must be grubbed to a depth of at least six inches prior to placement of fill material. All existing vegetation must be removed from areas designated to receive fill prior to placement.
5. Fill material shall be free of all rubbish, organic material, and other deleterious substances which could be detrimental to the stability of the fill.
6. Fill shall be compacted to at least 90 percent of maximum density as determined by the ASTM D1557 (Modified Proctor) test method. Fill material shall be placed in lifts not exceeding 12 inches compacted depth.
7. A report prepared by an Oregon licensed geotechnical engineer, or (depending upon the nature of the project) a certified engineering geologist is required when fills in excess of 12 inches are planned within future building areas. The specified fill material shall be placed and compacted in accordance with the recommendations of the report. Any required testing shall be as recommended in the report.
8. Disturbed areas not scheduled for construction of buildings or other improvements shall be stabilized with permanent erosion control to prevent erosion once grading is complete. Stabilization shall be completed within 30 days of the date all grading is finished. Temporary stabilization measures may also be required prior to completion of the project if the city determines it is necessary due to windblown dust or erosion at the site. [Ord. 479 § 1 (EDS § 6.3), 2016].
9. In order to avoid creating unreasonable noise in the residential zone, work may only be done between the hours of 7:00 a.m. and 6:00 p.m.; however, at no time should noise be allowed to unreasonably annoy, disturb, injure, or endanger the comfort, repose, health, safety or peace of others.
10. It is the responsibility of the applicant to obtain all required environmental permits from the appropriate regulatory agency prior to commencement of construction. City approval of the site development permit does not authorize applicant to proceed forward with permitted actively without regulatory approval. Regulatory agency approval can include but is not limited to Department of State Lands, Department of Environmental Quality, Army Corps of Engineers, Fish and Wildlife, local tribes, etc.
11. A heavy hauling permit will / will not be required. **If a heavy hauling permit will be required, a bond listing the City of Coos Bay as the recipient is required. The amount of bond required for this project BEFORE work is permitted to begin is \$_____.** The bond is to cover any damage to the existing infrastructure in the right of way.
12. This permit does not include or authorizes any work performed in the right of way. A separate permit and prior approval is required before work can be performed in the right of way.

Floodplain

Is the subject property located in the floodplain? YES NO.

If yes, the project must comply with Coos Bay Municipal Code Chapter 17.347, Flood Damage Prevention. A pre-elevation certificate is required *prior to placing any fill material*, and a post-elevation certification is required prior to the final inspection. Elevation certifications may also be required during construction.

Per City of Coos Bay Resolution 18-09, a 5% Technology Fee will be assessed on all permit and plan review fees.

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced.

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction. The undersigned agrees to execute the work in conformity to the above description of work, the accompanying plans, Engineering standards and specifications, of the City of Coos Bay, Oregon.

As the owner/authorized agent, I state that I have read and understand the conditions for this permit. I further agree to comply with the City's standards and ordinance requirements. I further state that this permit is for the purpose stated and no other. I understand that I am responsible for the quality of work and the liability resulting for said work.

SIGNATURE of OWNER / AUTHORIZED AGENT

DATE

PRINT NAME

RIGHT OF WAY FEE CALCULATION

Right of Way Use Fee	\$75.00
5% Technology Fee	\$ 3.75
Other	\$ _____
TOTAL PERMIT FEE	\$ _____

BOND CALCULATION

Excavation of improved surfaces requires a bond equal to one of the following:

- \$60 per lineal foot for asphalt/concrete
- \$20 per lineal foot for gravel
- The estimated cost of the job with minimum of \$500.00

TOTAL BOND \$ _____

SEWER FEE CALCULATIONS

Sewer Connection Fee (\$145.00 per connection)	\$ _____
Sewer Cap or Repair Fee (\$50.00)	\$ _____
Sewer Bond (minimum \$500.00)	\$ _____
Work In ROW Fee (\$75.00)	\$ _____
5% Technology Fee	\$ _____
TOTAL	\$ _____

SITE DEVELOPMENT FEE CALCULATION

		Permit Fee	
_____ total cubic yards		50 cu yd or less	\$25.58
		51 -100 cu yd	\$64.11
		101 -1,000 cu yd	\$77.07 for the first 100 cu yd + \$18.07 for each additional 100 cu yd or fraction thereof
Permit Fee	\$ _____	1,001 -10,000 cu yd	\$239.70 for the first 1,000 cu yd + \$15.35 for each additional 1,000 cu yd or fraction thereof
Plan Check Fee (65% of permit fee)	\$ _____	10,001 - 100,000 cu yd	\$377.85 for the first 10,000 cu yd + \$49.79 for each additional 10,000 cu yd or fraction thereof
5% Technology Fee	\$ _____	More than 100,000 cu yd	\$825.96 for the first 100,000 cu yd + \$4.27 for each additional 100,000 cu yd or fraction thereof
TOTAL	\$ _____		

Per City of Coos Bay Resolution 18-09, a 5% Technology Fee will be assessed on all permit and plan review fees.

A bond may be required for sewer connections, ROW disturbances and landscaping/erosion control.