

Utility Encroachment	
Road Name:	Location: Overhead Underground Other:
Start Date:	Estimated Completion Date:
Distance from Center Line:	Distance from Right-of-Way Line:
Angle of Crossing:	Utility Type:
Size of Pipe:	Pressure:
Vertical Clearance:	Depth:
<p>I certify that I am the authorized utility company representative and request permission to construct the above facilities within the roadway right-of-way in accordance with the general provisions printed below, the special provisions, and the plans made a part of this permit. I acknowledge that a copy of the permit must be present at the work site during construction. This permit shall not be valid for excavation until, or unless, the provisions of Idaho Code Title 55, Chapter 22 have been complied with. Prior to excavation call the Digline at 811.</p>	
<p>Authorized Representative Signature: _____ Date: _____</p>	

General Provisions For Encroachments on Public Rights Of Way
<p>1. During construction such barricades, lights and other traffic control devices shall be erected and maintained as necessary or as may be directed by the City for the protection of the travelling public. Barricades, lights and other traffic control devices shall conform to the current issue of the Manual on Uniform Traffic Control devices for Streets and Highways. Parked equipment and stored materials shall be as far from the travel way as practicable. Items left overnight within 30 feet of the travel way shall be marked and protected.</p>
<p>2. In accepting this permit, the permittee, its successor and assigns, agrees to hold the City of Sun Valley harmless from any and all liability on account of the erection, installation, construction, maintenance or operation of the facilities hereby permitted.</p>
<p>3. The permitted work must comply with the encroachment city standards of the Sun Valley Municipal Code Section 7-4-5:</p>
<p>a. Construction will be conducted in such a way that pedestrian and vehicular circulation needs can be reasonably met.</p>
<p>b. Drainage systems and other utilities must be regularly maintained and will not be adversely affected.</p>
<p>i. Berms and earthwork higher than record grade are not permissible within the right-of-way unless the applicant can make a compelling case that the grading is necessary for safety or drainage purposes</p>
<p>c. Immediately following construction, the right of way, easement or property will be restored to its original, usable condition unless specifically approved by permit. (Ord. 455, 12-6-2016)</p>
<p>d. Permitted landscaping improvements shall require regular maintenance by the property owner.</p>
<p>i. Only low-ground cover vegetation, such as grasses and shrubs, shall be permitted within the first eight feet (8) of the right-of-way from the edge of pavement.</p>
<p>ii. Trees and shrubs in, or adjacent to, the right-of-way shall be pruned to keep clear of the roadway and to distance of fourteen (14) feet above the road surface.</p>
<p>iii. Grasses shall be mowed or maintained in such a manner which doesn't obstruct visibility, access, or parking.</p>
<p>e. New driveways and approaches within the city-owned right-of-way shall require a permit.</p>
<p>i. Paver driveways shall not be extended to meet the roadway; the first three feet of the driveway approach must be concrete, asphalt, or similar material to that of the adjacent road.</p>
<p>ii. Existing paver driveways as of the date of adoption of this code, with or without a permit, are exempt from the permit requirements and standards of E.I except in the applicability of E.III.</p>

<p>iii. New or reconstructed driveways and approaches, including those affected by road or path maintenance, shall meet the intent of E.I. of this section.</p>
<p>f. Snow from privately owned properties shall not be placed or disposed of in the right-of-way. Disposal of snow which originates on private property, and which obstructs the right-of-way, will result in a citation to the offending party.</p>
<p>g. Utility boxes, junctions, meters, or other utility access points within the right of way shall contain standardized identification and markings for emergency services access and avoidance by municipal snow removal operators, to the satisfaction of the streets Superintendent, Fire Chief, and Police Chief.</p>
<p>4. Except as herein authorized, all underground crossings shall be bored or jacked. No excavation shall be made or obstacle placed within the right-of-way in such a manner as to interfere with travel or other public use.</p>
<p>5. Any disturbances of the surface of the street, sidewalk, pathway and/or traffic control devices or other appurtenances shall be restored to the satisfaction of the Community Development Department and/or Streets Superintendent.</p>
<p>6. If the permitted work interferes in any way with the drainage of the City right-of-way, the permittee shall wholly, and at his own expense make such provision as the Street Superintendent may direct to properly accommodate such drainage.</p>
<p>7. Upon completion of the permitted work all construction material, rubbish and debris shall be immediately removed and the right-of-way shall be left in a neat and presentable condition satisfactory to the Community Development Director and/or Streets Superintendent.</p>
<p>8. The permitted work shall be made to conform to Idaho Standards for Public Works Construction (ISPWC) under the supervision of the Streets Superintendent or his designated representative and the entire expenses of said supervision shall be borne by the permittee.</p>
<p>9. The City hereby reserve the right to order the change of location or the removal of any structure(s) or improvement(s) authorized by this permit, said change or removal to be made at the sole expense of the permittee, its successors or assigns, and to the satisfaction of the Community Development Department or Streets Superintendent.</p>
<p>10. This permit is nonexclusive and shall not prevent the City from granting other permits or franchise rights of like or other nature to other public or private utilities, nor shall it prevent the City from using any of its street or public places or affect its right to full supervision and control over any or part of them, none of which is hereby surrendered.</p>
<p>11. The City may suspend, revoke, amend, amplify or terminate this permit or any of the conditions herein enumerated if permittee fails to comply with any or all of its provisions, requirements or regulations as hereon set forth or, if the permittee, through willful or unreasonable neglect, fails to heed or comply with the notices given, or if the improvement herein approved is not installed or operated and maintained in conformity with all the terms and conditions of this permit.</p>
<p>12. The permittee shall maintain the structure or subject for which this permit is granted at its sole cost and expense and at no expense whatsoever to the City.</p>
<p>13. If trench or pavement settlement or failure should occur within two (2) years from the date of completion of improvements, repairs shall be made by the permittee as directed by the City Administrator at no cost to the City. If the permittee fails to make the necessary repairs the City may make the repairs and bill the permittee. No new permits shall be issued to the permittee until such claim has been settled to the satisfaction of the City. Where past permits have not been complied with or past claims have been unresolved or delayed, the City may require a bond for the completion of work under subsequent permits.</p>
<p>14. No work shall be started until the Community Development Director or their authorized representative shall have issued a Notice to Proceed to the permittee.</p>
<p>15. A bond in the amount of \$_____ is required for the completion of improvements or for the protection of the City as set forth in the terms of the bond (<i>Optional at discretion of Community Development Director</i>).</p>

The following items must be submitted for the application to be considered complete:

- Required application fees.
- Traffic control plans as applicable.
- PDF of all plans/map emailed to cdcounter@sunvalleyidaho.gov.
- Diagrams, site plans and/or building elevation showing the nature and extent of the proposal.
- Other information and/or materials as requested by the Community Development Department.

Certification

I certify that I am the property owner requesting permission to install the facilities which are the subject of this application within the public street or other rights of way of the City of Sun Valley, Idaho, and that such installation shall be accomplished in all respects in accordance with the General Provisions (listed above), Special Provisions (if any), and the approved plans and specifications upon which this approval is based, all of which are made a part of this application and permit. I understand that maintenance of said encroachments is at my own expense, and that the City shall not be held liable or responsible for care or maintenance of said encroachments, including through general operations, accidents, damage, or negligence.

Encroachment Owner:

Date: _____

Community Development Director:

Date: _____

Streets Superintendent:

Date: _____

Subject to all terms, conditions, provisions and requirements shown on this form or the referenced attachments, a revocable permit is hereby granted to the above-named applicant(s) to perform the work proposed or to install the aforementioned encroachments. Upon sixty (60) days following written notice by the City, the Owner(s) agree to remove the said improvements at its sole cost and expense and at no cost or expense whatsoever to the City and return the easement premises to their original condition and usefulness, and this permit shall terminate.