



RIGHT OF WAY CONSTRUCTION PERMIT

Date of Application:

<i>Permittee Name (Firm/Company):</i>	<i>Work Order, Project Number, or Project Name:</i>
<i>Permittee Contact Person:</i> <i>Address:</i>	<i>Permittee Phone:</i> <i>Permittee Fax:</i> <i>Permittee Email:</i>
<i>Contractor:</i> <i>Address:</i>	<i>Contact Person / Phone :</i>
<i>Permittee Emergency Contact Person (available 24 hours 7 days a week)</i>	<i>Emergency Contact Phone:</i>
<i>Location of work to be performed:</i>	<i>Type of work to be performed (circle all applicable):</i>
<i>Dates/Times of work:</i>	
<i>Scope of work:</i>	
<i>Additional Requirements:</i>	
<i>Permit Grantor:</i> West University Place, Director of Public Works, Gerardo Barrera 3826 Amherst, West University Place TX 77573	<i>Grantor Signature:</i> <i>Permit Date:</i>
<i>Reviewer/Approver of Application/Submittal:</i> <i>Name: Danny Cameron</i> <i>Title: Assistant Public Works Director</i> <i>Contact Information: 713-662-5846</i> <i>dcameron@westutx.gov</i>	<i>Reviewer / Approver Signature:</i> <i>Date :</i>
<u>CONDITIONS of PERMIT / REQUIREMENTS OF PERMITEE:</u>	
<ol style="list-style-type: none"> 1. 48-hour notice (2 business days) shall be given to the Department of Public Works, preferably by email to ROW Permitting at pwinfo@westutx.gov or via fax to 713.662.5369, to the attention of ROW Permitting. Work shall not commence until receipt of notification is acknowledged by the Director of Public Works. 2. 72-hour notice shall be given to any resident where work will take place in the right of way or easement immediately adjacent to his/her property. If a new above ground facility is to be installed, then this notice shall contain an explanation of the work and why the facility is being placed above ground. 3. All such notices shall include engineering contact information to answer questions and address deficiencies. Contact information for the contractor shall also be included. 4. All adjacent facilities and landscaping shall be repaired or replaced, at the expense of the permit holder, to a condition equal to or better than the condition prior to the construction work. The permit holder may be required to provide additional landscaping or other decorative work to cause the facilities to better fit into the surrounding area. All such repairs shall be performed within 14 calendar days of completion of work and shall be approved by the Department of Public Works ROW permitting office. 5. The permit holder is additionally required to ensure that a permit is obtained from West University Place Development Services for installation of electrical power meter loop should such be necessary. An electrical contractor registered with the City shall obtain the permit and perform the work. An inspection will be required. The permit can be obtained at no charge in the permitting office at 3826 Amherst Street, Houston, Texas. 6. Permittee is required to comply with all tree protection and other ordinances of the City of West University Place. 7. Any changes in location or variations from the approved submittal/scope shall be approved in advance by the Director of Public Works. 	