



# Right-of-Way Permit Application

Raytown Public Works Department  
10000 East 59<sup>th</sup> Street  
Raytown, Missouri 64133  
Phone (816) 737-6071 / Fax (816) 737-6050



## 30 DAY PERMIT



### SECTION 1

(please print)

(Permit application process may take up to 15 business days.)

Applicant (Permittee)

Applicant \_\_\_\_\_

Telephone # \_\_\_\_\_

Contact Name \_\_\_\_\_

Cell # \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Business Lic. # \_\_\_\_\_



### SECTION 2

Owner of Facilities (utility company)

Owner \_\_\_\_\_

Telephone # \_\_\_\_\_

Contact Name \_\_\_\_\_

Cell # \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

City, State, Zip \_\_\_\_\_



### SECTION 3

Sub-Contractors Information (If Applicable)

Applicant \_\_\_\_\_

Telephone # \_\_\_\_\_

Contact Name \_\_\_\_\_

Cell # \_\_\_\_\_

Address \_\_\_\_\_

Email \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Business Lic. # \_\_\_\_\_

### Traffic Control

TC Contractor \_\_\_\_\_

Location/Description \_\_\_\_\_

Street Name \_\_\_\_\_ From \_\_\_\_\_ To: \_\_\_\_\_

Street Name \_\_\_\_\_ From \_\_\_\_\_ To: \_\_\_\_\_

\_\_\_\_\_ Sidewalk \_\_\_\_\_ Lane(s) \_\_\_\_\_ Street \_\_\_\_\_ Other \_\_\_\_\_

Reason for Temporary Traffic Control \_\_\_\_\_

Start Date \_\_\_\_\_ End Date \_\_\_\_\_

Hours Closed \_\_\_\_\_ Special Terms/Conditions: \_\_\_\_\_

Notes:

---

**SECTION 4****Missouri One Ticket #** \_\_\_\_\_**Type of Work** \_\_\_\_\_

Permit Location / Street Address \_\_\_\_\_

Nearest Intersection \_\_\_\_\_ Side of Street \_\_\_\_\_ Length \_\_\_\_\_

Limits: From \_\_\_\_\_ To \_\_\_\_\_

Purpose:  Repair  Replacement  New Installation  Other \_\_\_\_\_Installation Method:  Open Cut  Bore  Other \_\_\_\_\_Affected Area:  Pavement  Green Space  Curb  Sidewalk  Driveway Approach Splice pit/spot holes  Service Connection across Street

If Cutting Pavement, Length &amp; Width of the Cut: \_\_\_\_\_

Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

---

**SECTION 5**

Attach Construction Drawing or Engineering Plans for the permit location, including proposed work and show existing utilities, dimension them from edge of pavement (EOP) or back of curb (BOC).

Plan submittal may be subject to the City Joint Review Committee Procedures and may take up to 15 business days, per submittal, for review and return of comments. City may require the submission of additional information which will be subject to processing and review.

---

**SECTION 6**

Certification: I certify I have read the Raytown, Missouri Municipal Code 4605-00 and I understand the provisions of Chapter 36.

ROW Permit Base Fee: \_\_\_\_\_ \$75.00 \_\_\_\_\_

Permittee or Authorized Agent \_\_\_\_\_

Street Degradation Fee: \_\_\_\_\_

Total Fee: \_\_\_\_\_

PrintName \_\_\_\_\_

---

**SECTION 7**

Permit Approval

\_\_\_\_\_  
City Engineer or Authorized Agent\_\_\_\_\_  
Date



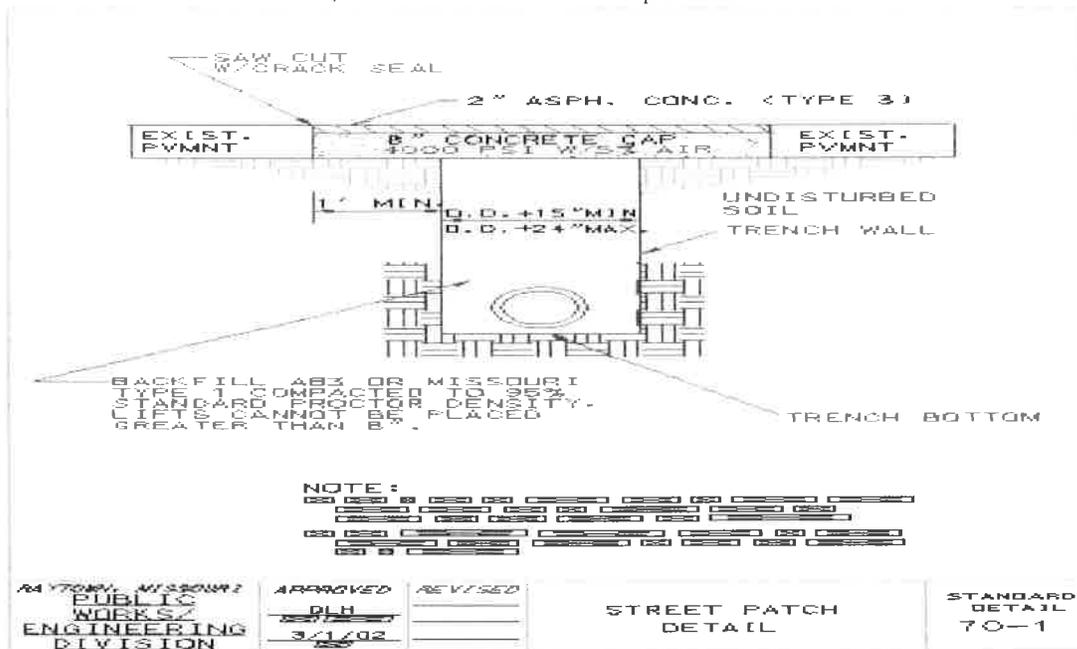
# Public Works Department

10000 East 59<sup>th</sup> Street  
Raytown, Missouri 64133  
(816) 737-6012  
www.raytown.mo.us



## Right of Way Permit Application Permit Requirements

1. All work performed and restoration, under a Right-of-Way permit must be completed within 30 calendar days of the date the permit is issued.
2. Any unpaved areas excavated below existing grade shall be fenced with orange construction fencing at the end of each day's work until final backfill is installed. **(Must keep roadway clean of dirt and debris at all time during construction)**
3. Once unpaved areas are backfilled, the disturbed area shall be straw and seeded in accordance with City construction specifications.
4. Wherever pavement is removed, the area removed must be backfilled at the end of each day.
  - a. If work is not finished at the end of the day the area removed shall be treated as follows:
    - i. The area removed shall be backfilled with well graded gravel (See City construction specifications) to within 2" of the surface. The top 2" shall be backfilled with cold patch.
    - ii. **(Must keep roadway clean of dirt and debris at all time during construction)**
  - b. If work is finished, the area removed shall be repaired in accordance with the attached detail.



### Penalties/Inspections

If you are discovered occupying the public right-of-way doing work, or have completed work without a permit, you may be subject to fines of up to \$500.00 per day. All permits issued by the Public Works Department are revocable by the City Engineer. All construction is subject to inspection and shall be constructed per City specifications.

Established in 1849 as Ray's Town  
On the Santa Fe, California and Oregon Trail

