Working in the Right-of-Way

Mandee Beardsley: Right-of-Way Specialist
Jeff Randall: Permit Technician
Kelly Hansel: Seasonal Permit Technician

February 19, 2020 & February 21, 2020
Right-of-Way Occupancy Ordinance

• Updated regulations and enforcement for placement and maintenance of equipment in the City Right-of-Way (ROW)
• Provides for uniform procedures and standards for use of ROW for private or commercial use
• Outlines payment of ROW fees by ALL users which provides equity to help the City to recoup the costs imposed attributable to the use
Summary

• Permitting and Enforcement
• Fees and Penalties
• Qualifications to work in the City Right-of-Way (ROW)
• Inspection Requirement
• Licensing Requirement
## 2020 Updates to the ROW Permit

### 2) Work Type Information (select all that apply)

<table>
<thead>
<tr>
<th>Utilities (select all that apply)</th>
<th>Driveway/Sidewalk (select one)</th>
<th>Miscellaneous (select any that apply)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm Sewer Sump Pump (fee applies to each service)</td>
<td>NEW CONSTRUCTION</td>
<td>Non-City owned Utilities – Private (gas, telephone, electric, etc.), unless exempt by current Franchise Agreement</td>
</tr>
<tr>
<td>Sanitary Sewer (fee applies to each service)</td>
<td>NEW Sidewalk Only</td>
<td>City-Owned Utilities (water, storm sewer, sanitary sewer, fiber optic, etc.) and Capital Improvement (CIP) Projects</td>
</tr>
<tr>
<td>Water Service (fee applies to each service)</td>
<td>NEW Driveway &amp; Sidewalk</td>
<td>No Charge</td>
</tr>
<tr>
<td>Street Repair (fee applies to each affected street/alley)</td>
<td>REPLACE EXISTING</td>
<td>Minor Excavations – mailboxes, stump removal, staging, mud jacking/leveling, curb grinding, tree planting, removal (only) of pavement in ROW &amp; patching/sealing pavement</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th></th>
<th>Driveway Only (per driveway)</th>
<th>Sidewalk Only</th>
<th>Driveway &amp; Sidewalk</th>
</tr>
</thead>
<tbody>
<tr>
<td>Storm Sewer Sump Pump</td>
<td>$50</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sanitary Sewer</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Water Service</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Street Repair</td>
<td>$75</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Total Utilities Fees:</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Driveway/Sidewalk Fees:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Miscellaneous Fees:</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

City of Cedar Rapids
Updates continued...

<table>
<thead>
<tr>
<th>2) Work Type Information (continued)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Reason for Work:</strong> <em>(describe method and purpose)</em></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City CIP Project #: <em>(if applies)</em></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

| Application Date:                  |
| Date Work to Start:                |
| Finish:                            |
Updates continued...

16. Sidewalk ramps need to be repaired if any of these conditions apply:
   a. Any removal of concrete between the curb and landing (inclusive).
   b. Any curb removal in front of a sidewalk ramp.
   c. 50% or more of a crosswalk is removed.

Drawing is required, however on difficult ramps or ROW is needed, an engineered drawing shall be required.
## Pavement

### Table 5L-4.01: Driveway Dimensions
(all dimensions are in feet)

<table>
<thead>
<tr>
<th>Dimension Reference (See Figure 5L-4.01)</th>
<th>Major Arterial Street</th>
<th>Minor Arterial Street</th>
<th>Collector (Major and Minor)</th>
<th>Local Street</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Residential</td>
<td>Commercial</td>
<td>Industrial</td>
<td>Agricultural</td>
</tr>
<tr>
<td>Width Minimum</td>
<td>W 15</td>
<td>24</td>
<td>24</td>
<td>20</td>
</tr>
<tr>
<td>Width Maximum</td>
<td>30</td>
<td>45</td>
<td>45</td>
<td>30</td>
</tr>
<tr>
<td>Right-turn Radius Minimum</td>
<td>R 10</td>
<td>10</td>
<td>25</td>
<td>25</td>
</tr>
<tr>
<td>Right-turn Radius Maximum</td>
<td>25</td>
<td>35</td>
<td>50</td>
<td>35</td>
</tr>
<tr>
<td>Min. Acute Angle</td>
<td>A 60°</td>
<td>70°</td>
<td>70°</td>
<td>70°</td>
</tr>
<tr>
<td>Pref. Acute Angle</td>
<td>90°</td>
<td>90°</td>
<td>90°</td>
<td>90°</td>
</tr>
<tr>
<td>Min. Pavement Thickness (inches)</td>
<td>T 6/8</td>
<td>7/9</td>
<td>*</td>
<td>6</td>
</tr>
</tbody>
</table>

1. Major entrances require special design.
2. 3 foot flares (F) may be used for residential and agricultural entrances.
3. Any variation from 90° will be evaluated on a case by case basis. The minimum acute angle (measured from the edge of the pavement) is 60°.
* Requires special design.
Who Should Apply for the ROW Permit?

• The Contractor!

Do NOT have the property owner obtain the permit for you!
DO NOT FORGET TO CALL FOR YOUR INSPECTIONS!
Prior to starting ANY WORK...

7. The applicant shall notify Iowa One Call (IOC) at 1-800-292-8989 or [www.iowaonecall.com](http://www.iowaonecall.com) for utility locates prior to excavation. IOC requires 2 business days’ notice.

8. Upon approval of permit, the applicant shall notify Public Works Inspectors NE/SE: (319-521-5863) or NW/SW: (319-440-6377) at least 1 business day, but no more than 2 business days, in advance of starting any work and in advance of any street or alley pavement repairs.

9. For street lane closures, the applicant must notify the Public Works Department at (319) 286-5176 or [traffic@cedar-rapids.org](mailto:traffic@cedar-rapids.org) at least 2 business days in advance of closures. APPROVAL OF THIS PERMIT DOES NOT PROVIDE SUCH NOTIFICATIONS. Additionally, applicant must notify the Public Works Department at (319) 286-5176 or [traffic@cedar-rapids.org](mailto:traffic@cedar-rapids.org) the day of reopening the street. If proper notification is not provided, or if approved traffic control plan is not followed, applicant shall be subject to a 50% surcharge fee for each violation.
New Single Family Permits (NSF)

• The General Contractor (GC) pays the permit fees but they **do not** turn in the permit applications for entry and review by the City. The responsibility of turning in Right of Way applications still lies with the contractor doing the flatwork.

• Confirm with GC that permitting fees paid prior to submitting permit applications.

• Permits issued under the NSF Program will be valid for six (6) months from the date of issuance.
Payments

Payments can be made with:

- Cash
- Check
- Credit Card (Visa and MasterCard only)

Should a check not clear, future payments for permits will have to be made with cash or debit cards.
Grading Bonds

Compliance with all and several of the above enumerated items shall make this bond void. Otherwise, it shall remain in full force and effect within the City of Cedar Rapids, Iowa. The surety shall have the right to cancel this bond for future liability upon 60 days’ notice to the City Engineer of the City of Cedar Rapids, Iowa, in writing by registered mail.

In Witness Whereof, we have hereunto set our hands this _____ day of __________, __________, in the presence of

Witness Signature

Address of Witness

City, State, Zip

Company Name

Signature

Principal

Surety

Signature

Surety
Thank You!

Questions?

Presented by:

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