



# CITY OF TALENT • COMMUNITY DEVELOPMENT

PO Box 445, Talent, Oregon 97540

Phone: (541) 535-7401 Fax: (541) 535-7423 [www.cityoftalent.org](http://www.cityoftalent.org)

## MISCELLANEOUS CONSTRUCTION PERMIT

This permit covers the construction of sidewalks, driveway approaches, curbs and gutters within the City of Talent. The applicant must provide a description of the purpose for the permit and a **site map** indicating the location of construction. All work shall conform with the City of Talent Engineering Standards and Ordinances. **Applicant shall call to request inspection 24 hours prior to pouring cement. Contractor shall call to request the final inspection. For inspections call 541-535-3828.**

Property Owner		Street Address or Property Location	Phone
Contractor, Firm or Corporation		Business Address	Phone
State License #	Insurance Policy # & Agent		Phone

Assessor's Map Number (Township, Range, Section, Quarter Section)	Tax Lot Number	Acres
38-1W-		
38-1W-		

*Applicant shall, at the Applicant's own expense, at all times during the term of this Permit, maintain in force a comprehensive or commercial general liability policy including coverage for contractual liability for obligations assumed under this Permit. Applicant shall defend, indemnify and save City, its officers, employees, agents and volunteers harmless from any and all claims, actions, costs, judgments, damages or other expenses resulting from injury to any person (including injury resulting in death,) or damage to property (including loss or destruction), of whatsoever nature arising out of or incident to the intentional or negligent activities covered under the terms of this Permit.*

**Applicant's Initials:** \_\_\_\_\_

### PROJECT INFORMATION:

Estimated Start Date: \_\_\_\_\_

Estimated Completion Date: \_\_\_\_\_

Replace  
Repair  
New

Sidewalk  
Driveway Approach  
Curb  
Curb & Gutter

**BRIEF DESCRIPTION OF WORK:** \_\_\_\_\_

INSPECTOR'S REMARKS			
ITEM	COMMENTS	APPROVAL/SIGNATURE	DATE
Forms (location, grade, ADA, width)			
Prep & Compaction			
Finish			

Business License     Copy of Insurance     Traffic Control Plan     Photos     Stormwater Protection

### BASE FEE

Miscellaneous Concrete - \$87.00

Construction - \$130.00

**(construction fee shall not be assessed if work is completed in conjunction with an approved Excavation Permit)**

<b>APPLICABILITY:</b>	<b>EXEMPTIONS:</b>
<ul style="list-style-type: none"> <li>Utility Companies (and their contractors) that have an existing franchise utility agreement with the City</li> <li>Rogue Valley Sewer Services &amp; their contractors</li> <li>Talent Irrigation District</li> <li>Private contractors and other entities</li> </ul>	<ul style="list-style-type: none"> <li>City of Talent Public Works Department</li> <li>Contractors hired by the City for a specific project</li> <li>ODOT when working on State Highways</li> <li>Jackson County when working on County Roads</li> </ul>

# OVER

**PERMIT PROCESS:**

1. Applicant fills out and signs Miscellaneous Construction Permit, signs a Storm Drain Protection Permit, pays base permit fee, submits site plans, and (if applicable) traffic control plan to Community Development.
2. Community Development forwards permit application and site plans to Public Works Department (PWD) for review. PWD has two working days to review and return permit to Community Development.
3. If all items are complete and approved, Community Development issues permit to applicant.
4. PWD inspects improvements, inspects storm drain protection, determines fees for re-inspections; if needed, (\$20/inspection), and performs final walkthrough to ensure right-of-way is in a condition that is equal to or better than the condition of the right-of-way prior to issuance of this permit.
5. PWD completes final inspection on Miscellaneous Construction Permit, determines additional fees if necessary, and notifies Community Development.
6. Community Development collects any required additional fees and files the completed Miscellaneous Construction Permit.

**NOTE: Failure to complete Miscellaneous Construction Permit within one year of issuance of the permit will require renewing the permit.**

**Applicant's Initials:** \_\_\_\_\_

**SITE PLAN REQUIREMENTS:**

- Applicants shall submit 8.5"x11" or 11"x17" site plans showing proposed construction including locations of right-of-way, easements, affected tax lots, existing and proposed utilities, signs, curb, gutter, edge of pavement, sidewalk, planters, driveways, etc.
- A Traffic Control Plan, if required, shall show proposed signage, flagging, temporary barriers, etc. that will adequately address traffic impacts of the construction proposed. Closing roads shall not be permitted at any time unless permission is granted from the City Manager or his/her designee through an approved ROW Closure Permit.

**NOTE: A Certificate of Occupancy (if applicable) will not be issued until all items have been completed and approved on the Miscellaneous Construction Permit.**

**Applicant's Initials:** \_\_\_\_\_

**THE UNDERSIGNED PERMITTEE HEREBY CERTIFIES:**

- That I am properly registered and licensed as required by the City of Talent and the State of Oregon;
- That in the performance of the work for which this permit is issued, I shall not employ any person in violation of the Worker's Compensation laws of the State of Oregon;
- That I will furnish proof of Commercial Liability Insurance in the amount of \$2,000,000 upon request.

**THE UNDERSIGNED PERMITTEE HEREBY AGREES:**

- To perform all public improvements in accordance with the current APWA Oregon Standard Specifications for Construction and the City of Talent Standard Details (available from the City), to do all work under the supervision, and to the satisfaction of the City Engineer/Public Works Director or his/her designee (Ordinance No. 96-620-0, Resolution 14-915-R), and complete all work as specified on the submitted site plan and (if applicable) traffic control plan;
- That all excavation shall be backfilled to meet City compaction standards (95% of modified proctor density or cement slurry) and, if requested, will provide compaction testing to assure adequate compaction of backfill in City rights-of-way;
- That all work performed under this permit is guaranteed for a period of two years from the date of final acceptance. Failures will be corrected within two weeks after notification to the satisfaction of the City Engineer/Public Works Director or his/her designee
- That all work will be completed within one year of the issuance of this permit. Failure to complete work for which this permit is issued will require renewing the permit, including payment of original fees;
- To notify the Public Works Department 24-hours prior to beginning any work in the public right-of-way at (541) 535-3828;
- That no work in the public right-of-way will begin prior to issuance of this permit.

**Applicant's Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>			
<b>Date Received:</b>	<b>Received by:</b>	<b>Public Works Approval:</b>	<b>File Number:</b>

In compliance with the Americans with Disabilities Act, if you need special assistance, please contact TTY phone number 1-800-735-2900 for English and for Spanish please contact TTY phone number 1-800-735-3896.

*The City of Talent is an Equal Opportunity Provider*