



Marion County

OREGON

Department of Public Works,
Land Development Engineering & Permits
5155 Silverton Rd NE, Salem, OR 97305
PO Box 14500, Salem OR 97309
(503) 584-7714 FAX (503) 373-4418

COST: \$100

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WORK IN RIGHT-OF-WAY APPLICATION

INSTRUCTIONS:

To apply for permission to work in the County right-of-way, fill out the area below and provide the required attachments. Please sign the bottom of this form where indicated. The following application is not a permit. A permit will be prepared based on the information you provide here.

APPLICANT/COMPANY NAME: _____

MAILING ADDRESS: _____

BUSINESS PHONE: _____ FAX # _____

CONTACT PERSON: _____ OFFICE PHONE #: _____ CELL #: _____

24-HOUR EMERGENCY PHONE NUMBER: _____

PROPERTY OWNER NAME & ADDRESS: _____

1. PROJECT LOCATION/ADDRESS: _____

2. PROJECT PURPOSE & DESCRIPTION: _____

3. THREE SETS OF CONSTRUCTION PLANS SUBMITTED []

4. WORK INFORMATION:

PROJECT MANAGER / FOREMAN _____

OFFICE PHONE #: _____

CELL PHONE #: _____

(SUBCONTRACTORS ARE REQUIRED TO PERMIT SEPARATELY WITH THE COUNTY)

5. INSURANCE VERIFICATION:

Work shall be performed by a contractor licensed and bonded for this type of work or by the applicant himself. Proof of \$500,000 liability insurance is required naming "Marion County, Oregon" as a certificate holder. **NOTE:** "INSURED" name on the certificate must be the same as the "APPLICANT" name on this application. See attached "Insurance Requirements."

The insurance company may send the verification by mail or by fax to (503) 373-4418 ATTN: "Land Dev-Engr/Permits." The permit will not be issued until insurance is verified. Proof of proper insurance must remain on file with the County through the construction and warranty periods.

6. TRAFFIC CONTROL PLAN:

Attach plan showing SIGNS/FLAGGERS layout with appropriate distances and tapers.

Traffic control shall conform to the requirements of the Manual on Uniform Traffic Control Devices.

7. PROPOSED WORK SCHEDULE WITH DAILY HOURS OF OPERATION: Attach schedule

(Include proposed start date & expected completion date)

8. PROPOSED AFTER HOURS SITE SAFETY PLAN:

Attach considerations of barricades, fencing, steel plates and pins, cold patching, lighted barricades, etc....

The Applicant shall indemnify and save harmless Marion County, its Board of Commissioners, its officers and employees from all suits and actions; or claims of any character brought because of any injuries or damages received or sustained by any person, or property on account of the operations of the said Applicant, his Subcontractors or the employees of either; or on account of or in consequence of any neglect in safeguarding the work; or because of any act or omission, neglect or misconduct of the said Applicant.

Start of work shall indicate the Applicant accepts and approves the terms and provisions contained and attached to the approved permit. Permits for construction typically expire in 90 days.

Applicant Signature
(Property Owner or Owner's Agent)

Title

Date