



Right-of-Way Utility Permit Application

Address and/or Project Area: _____

This application MUST be submitted with Utility Plan

Applicant Information

Name of Company: _____ Office Phone #: _____

Applicant Name: _____ Email: _____

Business Address: _____

Submitted by: _____ Phone # (if differs from above): _____

Field Contact Name: _____ Field Contact Phone #: _____

Utility Entity: _____ Utility Contact Name & Phone #: _____

Date of Application Submission: _____ Subcontractor(s): YES NO

Subcontractor & Great Bend Business License #: _____

Subcontractor & Great Bend Business License #: _____

Description/Scope of Work:

Type of Work: (select all that apply)

All work within the right-of-way shall comply with [Great Bend Ordinance and Construction Standards](#)

<input type="checkbox"/> Gas	<input type="checkbox"/> Water
<input type="checkbox"/> Electric	<input type="checkbox"/> Cable / Communications
<input type="checkbox"/> Street Light	<input type="checkbox"/> Traffic Signal
<input type="checkbox"/> Sanitary Sewer	<input type="checkbox"/> Small Cell / DAS
<input type="checkbox"/> Other	<input type="checkbox"/> Fiber Optics

Will work include an Above-Ground Cabinet? Yes No

Will work require ROW Traffic Control Permit? Yes No

Work affecting vehicle/pedestrian traffic along Arterials and Collectors will require the submission of a separate [ROW Traffic Control Permit](#) and Plan.

Purpose of Permit: New Installation Repair Replacement**Installation Method(s):** (select all that apply) Open Excavation Boring

- Severe disturbance and/or damage to the root structure of any tree within the right-of-way is not permitted. In the event that this occurs to the detriment of the health and safety of the tree, the responsibility and expense for removal and replacement is upon the permittee. Additionally, upon review of this permit application and associated plan(s), the Public Works Director or designee may require permittee to directionally bore around any tree within the right-of-way.

Affected Area(s):

(select all that apply)

Non-Paved: Grass Landscaped area**Paved:** Driveway Sidewalk Curb Street

- ROW Permit Application(s) for any/all necessary STREET CUTS must be submitted, approved and issued before cutting/coring pavement may occur.

Start Date: _____ **Completion Date:** _____**Are Plans Included** Yes**Locates Acknowledgement**

All tasks listed within this section must be completed PRIOR to submission of this permit application. Completion of each task must be acknowledged with a .

Kansas 811 has been notified (by dialing either 811 or 1-800-344-7233, or visiting <https://kansas811.com/>)
Provide the 8-digit KANSAS 811 # _____

FEES ARE NON-REFUNDABLE***Work shall not begin prior to issuance of permit***

****Applications and required documents will be reviewed by Engineering. Once reviewed and approved an email with an Online payment link will be sent to the email address provided above. If additional information is needed, we will be in contact with you. The permit must be filled out in full***

*****Per the City of Great Bend ROW ordinance Permit Fees are doubled for any work started prior to issuance of a ROW permit.***

To be completed by Public Works staff only:

- Confirmation that work was not previously included/paid for on a Building Permit
- Verification of Contractor License and/or Franchise Agreement.
- Verification of other permits along with the Street cut/Traffic control/street closure permit.
- Verification of No other projects going in the same area.

of Parcels _____**Penalty Fee****TOTAL PERMIT FEE**

Approved by: _____ Date: _____

Issued by: _____ Date: _____

Excavation Fee (if applicable) _____