



**The Town of Loxahatchee Groves**  
Community Standards Department  
155 F Rd • Loxahatchee Groves, Florida 334  
Phone: (561) 807-6670 • Email: [planneroncall@loxahatcheegrovesfl.gov](mailto:planneroncall@loxahatcheegrovesfl.gov)  
[www.loxahatcheegrovesfl.gov/](http://www.loxahatcheegrovesfl.gov/)

## **PUBLIC RIGHT OF WAY PERMIT APPLICATION**

### **PROJECT INFORMATION**

**Property Owner:** \_\_\_\_\_ **Building Permit #:** \_\_\_\_\_

**Project Location:** \_\_\_\_\_

**Start Date:** \_\_\_\_\_ **End Date:** \_\_\_\_\_ **(90-days max)**

### **Work Being Performed: (please select all that apply in the right of way)**

- Driveway thru right-of-way (Pond to Canal)  Driveway thru right-of-way 36" or above  Driveway thru right-of-way 36" or below  
 Miscellaneous  Utility

**Other:**

\_\_\_\_\_ **To** \_\_\_\_\_

your knowledge are there any underground utilities or improvements? Yes No

Is there an existing concrete valley gutter / curb? Yes No

Is there an existing storm water swale? Yes No

Are modifications proposed to swale or storm water system? Yes No

**Contractor:** \_\_\_\_\_ **State Certification Number:** \_\_\_\_\_

**Qualifier's Name:** \_\_\_\_\_ **Agent:** \_\_\_\_\_

**Address (including City, State and Zip):** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Notes:** The following are **Standard Conditions for Approval** to perform work within the Town, to use and or maintain the Town's Public Right of Way (ROW) consistent with the Town of Loxahatchee Groves Code of Ordinances, resolutions, and applicable Florida Statues and/or Town Policies.

### **Standard Permit Conditions:**

1. Permits are required for all work performed in any right-of-way or easements within the Town of Loxahatchee Groves provided for public use and a responsibility of the Town.

2. When permitted facilities are placed within a public right-of-way or easement, the installation is for permissive use only, and the placing of facilities shall not operate to create or vest any property right in the associated right-of-way or easement in the owner/agent/permittee. Furthermore, the owner/agent/permittee shall be responsible for operating and maintaining such facilities if and until the Town of Loxahatchee Groves decides to accept such operation and maintenance.
3. All materials and equipment placed in the Town's Public ROW shall be subject to inspection and approval by the Town.
4. During the construction, the Contractor/Permittee shall comply with the State of Florida Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways' and the 'Manual on Uniform Traffic Control Devices' (MUTCD) and with all other governing operating/maintenance/safety regulations.
5. The Town of Loxahatchee Groves shall be relieved of all responsibility from damage or liability of damage of any nature arising from work authorized under this permit.
6. Immediately following work, and/or concurrent with permitted work, as may be required, replacement of sod and or grassing shall be required for any disturbed right-of-way.
7. All property disturbed by authorization of this permit shall be restored better than or equal to its original condition and to the satisfaction of the Town.
8. Whenever necessary for the construction, repair, maintenance, improvement, alteration or relocation within right-of-way or easement, as determined by the Town, any or all poles, wires, pipes, culverts, cables, sod, landscaping, driveways, sprinklers or other facilities and appurtenances authorized, shall be removed from said right-of-way or easement, or reset or relocated thereon, as required and so notified by the Town, and at the expense of the permittee, his successor, or assigns. The minimum notice of the requirement for non-emergency removal is ten (10) days; for emergency removal, the Town reserves the right to remove improvements without notice.
9. Where the owner/agent/permittee or his successor or assign is notified of a need for construction, repair, maintenance, improvement, alteration, or or relocation within the right-of-way or easement and no action is taken by the responsible part within the time frame specified by the Town, the Town shall cause the permitted work to be altered, relocated or removed, with the total expense being borne by the permittee or the responsible party.
10. Applicant shall remain obligated to obtain necessary rights of entry for construction and maintenance where required right-of-way for private and/or public use has not been dedicated and accepted by the Town of Loxahatchee Groves.
11. The permittee shall assume all responsibilities and liabilities for all damage from permitted work.
12. The permittee shall provide, install, and maintain a 'maintenance of traffic' (MOT) plan as set for in FDOT/MUTCD specifications. The MOT plan shall be subject of submittal/review/approval/monitoring by the Town, and shall accommodate maintenance of both vehicular and pedestrian traffic during construction.
13. Permittee shall assure 'no-cuts' notice, utility identification and locates for all utilities, to include water service, sewer service, electrical service and irrigation system and cable service and applicant shall remain responsible for locating all utilities both aerial and underground.
14. Number to call for Utility Location Notification: #811 or 1-800-432-4770. (This number applies to FPL, UTS, Sprint, Cablevision and water/sewer).

15. Due to safety concerns, the permittee shall immediately notify Public Works Department at 561-807-6671 of any vehicle crashes, property damage, personal injury, or questionable activities to ensure that the Town is aware of operation characteristics and can implement changes as necessary.
16. The Town reserves the right to undertake changes, modifications and/or terminate permitted activities without risk or liability of any kind, and the permittee shall remain responsible and liable for resulting conditions from all actions of the Town in terminating all segments of the work.
17. Public right-of-way shall be subject of daily 'housekeeping' to maintain safe surfaces and safe right-of-way, or continuation of existing right-of-way uses to include vehicular, biking, pedestrian, and other uses.
18. Work within the roadway swale shall be subject to final approval by the Public Works Department to ensure positive drainage.
19. Permittee must coordinate all work with Public Works and the Building Departments.
20. Town personnel must verify the proposed construction route prior to construction.
21. If pavement is cut, it shall be immediately restored and warrantied for one year.
22. Provide 24-hour notice of road closures to the Public Works at 561-807-6671

**Permittee**, by execution of this Permit Application, agrees to conduct all work and use of Public right-of-way in accordance with the above conditions, approved attachments, and applicable Town, County, State, and Federal Codes and Laws.

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Printed Name of the Applicant

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Date

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Signature