



**Department of Development Services**  
 723 S. Lewis Street/P.O. Box 1449  
 Stillwater, OK 74076-1449

Office: 405.742.8220  
 Web: stillwater.org

**Public Way Permit Application** Per Chapter 37, Sec. 37-97, Sec. 37-98, Sec. 37-99 and Sec. 37-100

Permit No.:	Permit Issue Date:
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Date \_\_\_\_\_ **Public Way Permit Fee: \$50.00** Date Paid: \_\_\_\_\_

Licenses Street Works Contractor Name: \_\_\_\_\_ License # \_\_\_\_\_

Explanation of Work Being Performed: \_\_\_\_\_

**COMPLETE THE FOLLOWING SECTIONS:**

**SECTION 1:**

Minor Permit Work

Major Permit Work

Address Where Work is to be Performed: \_\_\_\_\_

Date(s) of Work: \_\_\_\_\_ Start Time: \_\_\_\_\_ Stop Time: \_\_\_\_\_

Any proposal to temporarily reopen any roadway for any period? \_\_\_\_\_

Name of subcontractor(s) working under the Applicant's responsibility and authority:

List of Emergency Contacts for: \_\_\_\_\_

(Company Name)

<u>Company's Local Emergency Contact is:</u>	<u>Company's Local Emergency Contact is:</u>
<u>Contact Person(s) Mailing Address:</u>	<u>Contact Person(s) Mailing Address:</u>
<u>Contact Person(s) Email Address:</u>	<u>Contact Person(s) Email Address:</u>
<u>24-hour Emergency Phone Number/Pager and Fax No.:</u>	<u>24-hour Emergency Phone Number/Pager and Fax No.:</u>

**MUST ATTACH THE FOLLOWING:**

**PLEASE CONTINUE ON PAGE 2.**

# Public Way Permit Application

- Lane Rental/Closure Request (Sec. 37-97(4))
- Erosion Control Plan (Sec. 37-97(8))
- Three (3) sets of: (Sec. 37-97(9))
  - Traffic Control Plan per MUTCD
  - Temporary Traffic Control Schedule outlining public way closings for the duration of the project
  - Plans identifying construction routes

THE ABOVE DOCUMENTS SHALL BE REVIEWED PRIOR TO ISSUANCE OF THE PERMIT.

## SECTION 2:

Not Applicable

### Per Section 37-98: Lane Rental Fee

Number of Days of Lane Rental: \_\_\_\_\_ @ \$125.00 per lane per day **over two (2) days**

### Per Section 37-99: Disruption Fee

Parking Disruption Fee:

- o Number of Days of Parking Disruption: \_\_\_\_\_ Number of Spaces Needed: \_\_\_\_\_  
@ \$10.00 per space per day **exceeding 10<sup>th</sup> day**. EXCEPTION: *When adjacent lane is closed, parking disruption fee is not charged. Fee not required when parking space disrupted for Development Project and there is no other option for staging.*

Sidewalk Disruption Fee:

- o Linear Feet of Detour Route of Sidewalk Closed by Construction: \_\_\_\_\_ @ \$1.00 per linear foot of detour route. EXCEPTION: *When an accessible sidewalk is available to pedestrians on the side of the street immediately opposite and across from the disrupted sidewalk.*

### Per Section 37-100: Permit Bonds (where applicable)

- Construction Route Bond in the amount of \$100,000 per block of approved Construction Route  
Number of Blocks of Construction Route \_\_\_\_\_ Bond Amount: \$ \_\_\_\_\_
- Replacement Value Bond (Full Replacement Cost of Infrastructure as determined by Stillwater Transportation Department x PCI)/100)  
Bond Amount: \$ \_\_\_\_\_

## PENALTIES:

### Sec. 37-105. Failure to Apply.

Any person failing to comply with Article III shall be precluded from obtaining any Public Way Permit or performing any further construction within the City as indicated below:

- 1<sup>st</sup> offense, 1-month preclusion from the date of notification;
- 2-3 offense, 3-month preclusion from the date of notification;
- 4+ offenses, 6-month preclusion from the date of notification.

### Sec. 37-106. Enforcement.

*Remedies for Violations.* If a permit holder violates any provision of this chapter, the City Manager may, after providing notice, take one or more of the following actions:

- (1) Impose liquidated damages in the amount, if any, provided in the Public Way Permit, whether per day, incident, or other measure of violation. Payment of liquidated damages does not relieve the Public Way Occupant of its obligation to meet the requirements of this chapter.
- (2) Impose penalties as established herein or by action of the City Council.
- (3) Reduce the duration of the Public Way Permit on any basis the City determines is reasonable and affords the Public Way Occupant reasonable due process.
- (4) Revoke the Public Way Permit pursuant to its terms or applicable law.

### Sec. 37-107. Civil Penalties.

The City Manager shall have the authority to assess civil penalties against a permit holder for failure to comply with the terms of its Public Way Permit or any other portions of this chapter. Any such assessment must be provided to the permit holder in writing with a Notice of Violation and provide for a reasonable opportunity to cure the violation, provided that the violation is not a result of inclement weather. If the Public Way Occupant fails to remedy the deficiency by the end of the allowed period, the penalty amounts shall begin to accrue and shall continue to accrue until the date that the deficiency is corrected.

- (1) For effecting or attempting to effect a transfer of Public Way Permit without approval: TWO THOUSAND DOLLARS (\$2,000.00) per day for each violation;
- (2) For failure to supply information or reports required under the terms of a Public Way Permit or applicable law or by the City: FIVE HUNDRED DOLLARS (\$500.00) per day for each violation;
- (3) For failure to pay Fees imposed by this chapter or maintain Bonds required herein: ONE THOUSAND DOLLARS (\$1,000.00) per day;
- (4) For failure to restore or repair damages to private property: TWO HUNDRED DOLLARS (\$200.00) per day, in addition to the cost of the restoration;
- (5) For any other violations of the City Code, Public Way Permit, or other applicable law: FIVE HUNDRED DOLLARS (\$500.00) per day for each violation.