

City of Muncie Engineering Department
300 North High Street, Muncie, IN 47305
Telephone: 765-747-4878 Fax: 765-747-4857

RIGHT-OF-WAY USE APPLICATION

Application Date: _____

Owner's Name: _____

Phone # _____

Mailing Address: _____

Fax # _____

Cell Phone # _____

Utility ID _____

Contractor's Name: _____

Phone # _____

Fax # _____

Mailing Address: _____

Cell Phone # _____

Utility ID _____

Location of Right-of-way Use _____

Type of Right-of-way Use _____

Be Specific to the use as possible

Non-Invasive Parade Procession Dumpster Street Closing

Invasive Excavate or Dismantle of City Facilities
 Street Classification Class I Class II Class III Class IV
 Install/Repair Utility
 Driveway/Mailbox Approaches _____
Drawing or specifications required
 Poles
 Type of Excavation _____
 Other

 Restoration of City Facilities
 Type of Restoration Sod Sidewalk Pavement Etc.

Access Specifications

What is Purpose of Driveway? Residential Commercial

What Type of Material is to be used in Construction of Driveway Approach?

TYPE OF RESIDENTIAL PERMIT APPLIED FOR:

- Class I All driveways which connect single family residential property to a public roadway WITH a raised curb.
- Class II All driveways which connect single family residential property to a public roadway WITHOUT a raised curb.

Depth of Pavement: _____ Inches

Is Drainage Pipe Required NO YES

Drainage Pipe Diameter: _____

THE PERMITTEE SHALL NOTIFY THE ENGINEER'S OFFICE 24 HOURS PRIOR TO THE TIME HE/SHE INTENDS TO REQUEST A FINAL INSPECTION.

PERMIT INFORMATION

Start Date: _____

Completion Date: _____

Print Applicant Name

Sign Applicant Name

Address

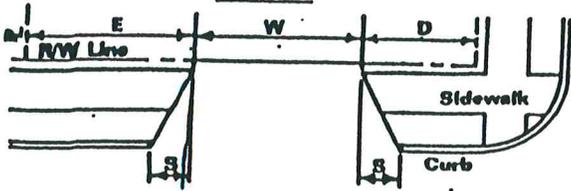
Phone

INSPECTION FEES

_____ Driveway - \$25.00 Residential OR \$75.00 Commercial a Drive per drive
_____ Fee for Street Cut - \$20.00
_____ Review Plans - \$20.00
_____ Fee \$20.00 times number of days needed = \$ _____

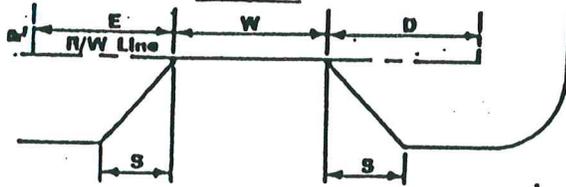
TYPICAL DRIVEWAY AND APPROACH STANDARDS

CLASS I



W = _____ (20' Maximum)
 E = _____ (3' Minimum)
 D = _____ (15' Minimum)
 S = 3' Required

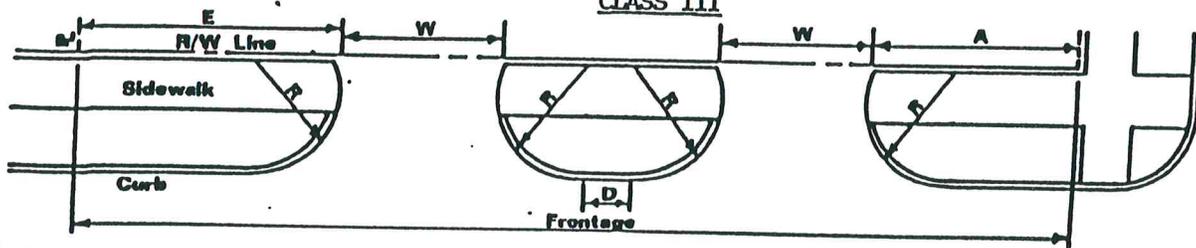
CLASS II



W = _____ (20' Maximum)
 E = _____ (3' Minimum)
 D = _____ (15' Minimum)
 S = 3' Required

NOTE: See Wheelchair Accessible Sidewalk Plan and Section

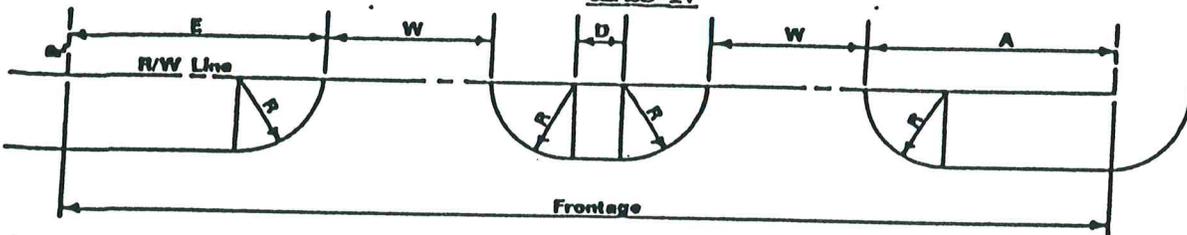
CLASS III



A = _____ (50' or 25% of frontage, whichever is greater)
 D = _____ (10' Minimum)
 R = _____ (10' Min., 20' Max.)
 E = _____ ('R' As Minimum)
 W = _____ (30' Maximum)

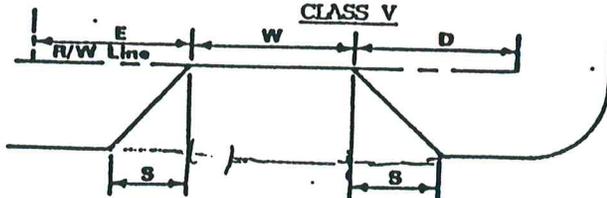
NOTE: See Wheelchair Accessible Sidewalk Plan and Section

CLASS IV



A = _____ (50' or 25% of frontage, whichever is greater)
 D = _____ (10' Minimum)
 R = _____ (10' Min., 20' Max.)
 E = _____ ('R' As Minimum)
 W = _____ (30' Maximum)

CLASS V



W = _____ (30' Maximum)
 E = _____ (3' Minimum)
 D = _____ (15' Minimum)
 S = 3' Required

NOTE: If approved by the City Engineer, the applicant may fill in the dimensions on the typical drawings in lieu of submitting a plan and section.

ACKNOWLEDGEMENT OF APPLICATION

- [] \$500,000.00 Surety for Protection of Street Facilities.
- [] \$ 500.00 Surety Posted by Adjacent Owner (Homeowner)
- [] Bond # _____
- [] Public Utility Indemnification Agreement Posted

INDEMNITY AGREEMENT:

In consideration of the issuance of a Right-of-Way Use Permit as requested by the undersigned applicant, the undersigned agrees to indemnify, defend, and hold harmless the City of Muncie, Indiana, its officials, agents and employees from any liability due to loss, damage, injuries or other casualties of any kind, to the person or property of anyone on or off the right-of-way arising out of, or resulting from the issuance of the permit or the work or activity connected therewith, or from the work or activity undertaken there under, whether due in whole or in part to the negligent acts or omissions of the City, its officials, agents, or employees, or the applicant, his agents, contractors or employees or other persons engaged in the performance of the work or activity, or the joint negligence of any of them, including any claims arising out of the workman's compensation act or any other law, ordinance, order, or decree, for a period of the applicable statute of limitations. The applicant shall pay all reasonable expenses and attorney fees incurred by or imposed on the City in connection herewith in the event that the applicant shall default under the provisions of the indemnity agreement.

I AFFIRM UNDER THE PENALTIES FOR PERJURY THAT THE INFORMATION SET FORTH ON THIS APPLICANT IS TRUE AND COMPLETE.

Signature of Applicant/Contractor: _____

Print Name: _____

Date: _____

Witness: _____